

Meeting Minutes

Way-Finding Signage Selection Committee

Wednesday, October 15, 2008

8:00 AM – 10:00 AM

Fremont City Hall

Council Chambers

Call to Order

The Way-finding Signage Selection Committee was called to order by the DDA Chair, Lon Vredeveld, at 8:04 AM.

Participants: Marianne Boerigter, DDA Subcommittee Chair
Jim Breinling, Fremont City Councilmember
Bonnie Erber, DDA Subcommittee Chair
James Rynberg, Fremont Mayor
Lon Vredeveld, DDA Chair
Todd Blake, Acting City Manager
Michele Ribant, Neighborhood & Economic Development Director

The Way-Finding Signage Selection Committee interviewed the following sign firms:

1. Lakeshore Signs, LLC – Brian Scarbrough
2. Valley City Sign – John Coram, Randy Czubko and Steven Volker
3. Huron Sign Company – Bill Short

The Selection Committee presented the following questions to each sign firm:

1. If we want another one or two samples of way-finding designs to choose from, are you open to designing them?
2. Fremont has an MDOT trunkline that goes through town. Have you worked in communities that have trunklines? Have you worked with MDOT before?
3. Please explain your fee structure. Does your fee include design, fabrication and installation?
4. Can Fremont have the signs made in phases? How will phasing affect pricing?
5. The timeline calls for signage to be installed in May 2009. Do you foresee a problem meeting this deadline?
6. Who will be the point person from your firm working on the project?

7. What information and/or assistance will you need from the City of Fremont to implement the project?
8. Do you have any advice for the City of Fremont in terms of implementing a way-finding signage program that perhaps you gleaned from working on similar projects? Have you worked with other cities on similar projects?

After careful consideration of the answers from each firm to the questions and review of the each firms' pricing and designs, the Way-finding Signage Selection Committee made the following recommendation:

A motion was made by Marianne Boerigter, seconded by James Rynberg and carried to recommend to the Fremont City Council that the City of Fremont contract with Valley City Signs for the Fremont Way-finding Signage project.

Adjournment

There being no further business of the Way-finding Signage Selection Committee, the meeting concluded at 10:16 AM.