

**West Broadway Business and Area Coalition**

**West Broadway Business Improvement District**

**West Broadway Business Improvement District Banner Fabrication and Installation Contract Bid Summary**

**Purpose:**

The West Broadway Business and Area Coalition (WBC) on behalf of the West Broadway Business Improvement District (WBID) has committed to installing decorative district banners to the WBID as outlined in the 2015 Operating Plan.

A bid specification was prepared and requests for proposals were sent to twenty-two (22) potential contractors. Of the twenty-two potential contractors who were invited to submit a bid, five responded.

**Bids:**

	Banner Fabrication*	Bracket Design No.1*	Bracket Design No. 2 (If Applicable)*	Bracket Design No. 3(If Applicable)*	Bracket and Banner Installation*
1. Archetype	\$175.00	\$178.00	\$128.00	\$150.00	\$130.00
2. A-Sign and Screen Printing	\$80.95	\$85.00			\$30.59
3. Imaginality Designs	\$250.75	\$41.65			\$65.00
4. Custom Products Inc.					\$32.50
5 Albrecht Signs**					

\*All prices shown on the table are listed a per unit quotes.

\*\* Albrecht Signs submitted a bid that included only the total for all of the work to be performed. The total of their bid was \$105,675.00.

**Selection Criteria:**

The WBC reserves the right to reject any or all bids or parts of bids, to accept part or all of the bids on the basis of considerations other than lowest cost, and to create a project of lesser or greater expense and reimbursement that described in the Request for Proposals, or the respondent's reply based on the component prices submitted. The WBC has evaluated Bids on the following criteria:

- Overall cost and value
- Contractor experience and references
- Capacity to perform work

Due to the variety of bid responses, the WBC determined that it was necessary to conduct face to face interviews with three of the respondents in order to get a better understanding of each proposal. During these conversations, vendors were asked about equipment, experience, bracket design, and to explain their proposals including work descriptions and pricing in greater detail.

It was decided by WBC staff to move forward with Banner Fabrication with one vendor, and Banner Installation with a separate vendor.

**Recommendation:**

Imaginality Designs has demonstrated a strong understanding of the scope of services. They have shown fabrication and design expertise through other projects such as the aluminum banners located at the Shepherds Park community in St. Paul. The company is local, and began in North Minneapolis.

Custom Products and Services has performed services including banner installation in other Special Service Districts within the City of Minneapolis. References including Minneapolis Public Works have given Custom Products and Services very favorable reviews. Custom Products has the lowest responsible bid accompanying the highest level of experience in banner installation that we had received.

It is recommended that the WBC accept the responsible bids from Imaginality Designs LLC for banner fabrication, and Custom Products and Services for initial banner installation.