



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2024-0081

TO: Mayor and City Council Members
FROM: Mike Viazanko, Director Building/Facilities/Ordinance
DATE: February 12, 2024
SUBJECT: City Hall Monument Sign LED Screen Replacement

REQUEST:

City Council is requested to authorize the purchase of one (1) new LED Screen to replace the LED screen located in the Monument Sign at the City Hall entrance to MI Custom Signs, Taylor, Michigan in the amount not-to-exceed \$33,686.00.

REASON FOR PURCHASE:

The City Hall LED screen located in the monument at the entrance to City Hall was installed in 2011 and needs replacement. The City has been experiencing several outages with the current LED sign over the past few years. Some issues include trouble with the communications to the sign based on the sign's use of older technology, which requires use of an antenna that must have direct line of sight from City Hall to the sign. With the growth of the trees over the past several years, this has become more difficult to do and maintain the signal. The new led screen will be like the screens installed in 2021 at Fire Station 1, and Fire Station 4. Once the new screen is installed, all three signs will then have the capacity to be programmed simultaneously from one location using cellular communication for continuity and uniformity in broadcasting messages to the public.

The City issued a Request for Proposal for the City Hall LED Screen Replacement utilizing the MITN system. Two proposals were received and reviewed by a committee consisting of staff from the Mayor's Office and Facilities. Based on the responses received, the committee is recommending MI Custom Signs, Taylor, Michigan as best value based on the qualifications, experience, and overall lowest cost proposal.

PROCESS:

Vendor Name and Address:

MI Custom Signs
20109 Northline Rd.
Taylor, MI 48180

Reason for Selection:

Best Value

Method of Purchase:

Purchase Order

BUDGET:

Funding is included in the FY 2024 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
Facilities	631.977000	FA-01K: City Hall Electronic Sign Replacement	\$50,000	\$33,686	\$16,314

RECOMMENDATION:

It is recommended that City Council authorize the purchase of one (1) new LED Screen to replace the LED screen located in the Monument Sign at the City Hall entrance to MI Custom Signs, Taylor, Michigan in the amount not-to-exceed \$33,686.00.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A