

# WESTFIELD PARKS & RECREATION



**MAYOR**  
J. ANDREW COOK

**CITY COUNCIL**  
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TOM SMITH  
ROB STOKES

**CLERK-TREASURER**  
CINDY J. GOSSARD

**CHIEF ADMINISTRATIVE OFFICER**  
BRUCE A. HAUKE

**DIRECTOR OF PARKS**  
MELODY SWEAT

Action Item #3

To: Westfield Board of Public Works

From: Melody Jones

CC: Bruce Hauk

Date: November 19, 2009

RE: Signage for Monon Trail new construction - up to 161<sup>st</sup> Street

Dear Board Members:

Construction is completed on the Monon Trail to 161<sup>st</sup> Street. As part of this project we need to install proper signage for the trail users information and safety. A copy of the quote proposal is included. Also, please find included a chart showing three quotes for the signs necessary for this section of the trail and their written quotes.

In addition I would like to purchase boundary signs that will be used on all trail corridors (Monon and Midland Trace). I have two quotes for that.

The low quote, TC Property's also gave me a price to install the information sign graphics on the three information signs already in place on the southern section of the Monon Trail. At the time of installation the graphics for those signs had not been determined.

Funding for this project is paid with the DNR State Trail Grant funds.

I respectfully request that you approve TC Property's as the supplier of the Monon Trail Signs, the Park Boundary Signs and retro fitting the three existing Information Sign for a total not to exceed \$12,000.

Monon Trail Signs

<u>Company</u>	<u>Express Graphics</u>	<u>TC Property's</u>	<u>Essential Architectural Signs</u>	<u>Dugan Signs</u>
Mile Markers (2)		\$1,000	\$1,600	\$1,054
Sign 61 (1)		\$1,200	\$2,170	\$1,520
Sign 60 (4)		\$4,000	\$7,880	\$5,184
Sign 63 A (4)		\$2,000	\$2,040	\$1,704
Sign 63 D (4)		\$2,000	\$2,040	\$1,704
Installation		price included above	\$1,625	\$1,450
Park Boundary Sign - no installation (100)	\$1,664	\$1,500		
retro fitting 3 existing information signs with new graphics		\$500		
<b>Total For Monon Signs Only</b>		<b>\$10,000</b>	<b>\$17,355</b>	<b>12,616</b>
<b>Total</b>		<b>\$12,000</b>	<b>\$17,355</b>	<b>\$12,616</b>

(2) MILE MAKERS – (1 each) 7.0 AND 7.5  
Change City Logo to new Park Logo

(1) ITEM 61 – INFORMATION SIGN

Change City Logo to new Park Logo  
(4) ITEM 60 – IDENTITY SIGN

Change City Logo to new Park Logo  
(4) A SIGNS –

Change stop side to a STOP sign/but keep cross traffic does not stop  
Street locations are:

161<sup>st</sup> Street

169<sup>th</sup> Street

(4) D SIGNS –

Yield on one side and trail rules on other



Client  
Calumet Civil Contractors, Inc.

Project  
Monon Greenway Extension Phase 1

Specifications  
Precast concrete trail marker

Graphics  
As shown on drawing

Colors  
Marker color matches Marion Co. Monon Rail Trail markers (similar to ASI Melon SC 822) Westfield City- PMS 3435 Green, Black and White Monon Westfield- PMS 185 Red and White All other wording is Black

Mounting  
Epoxyed to steel rods

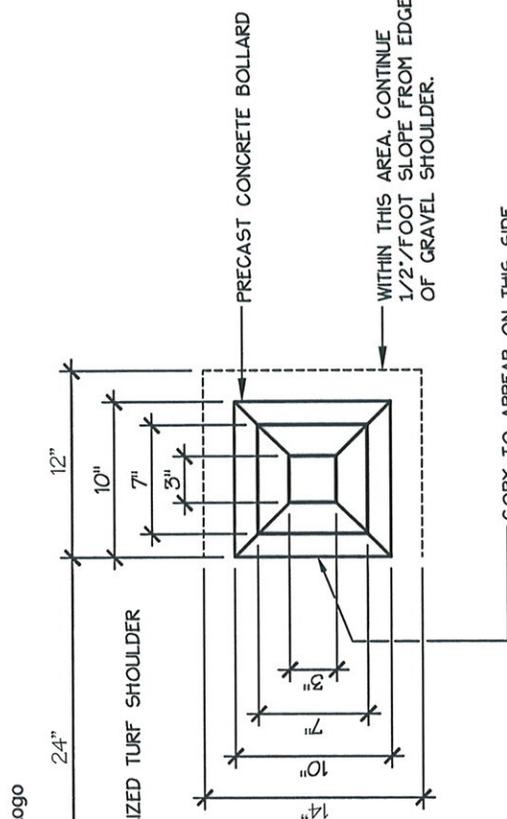
Quantity  
2 (possibly 3)

Manufacturer:  
Wausau Tile

Date  
10.16.08 (revised 3.27.09)

Scale  
??

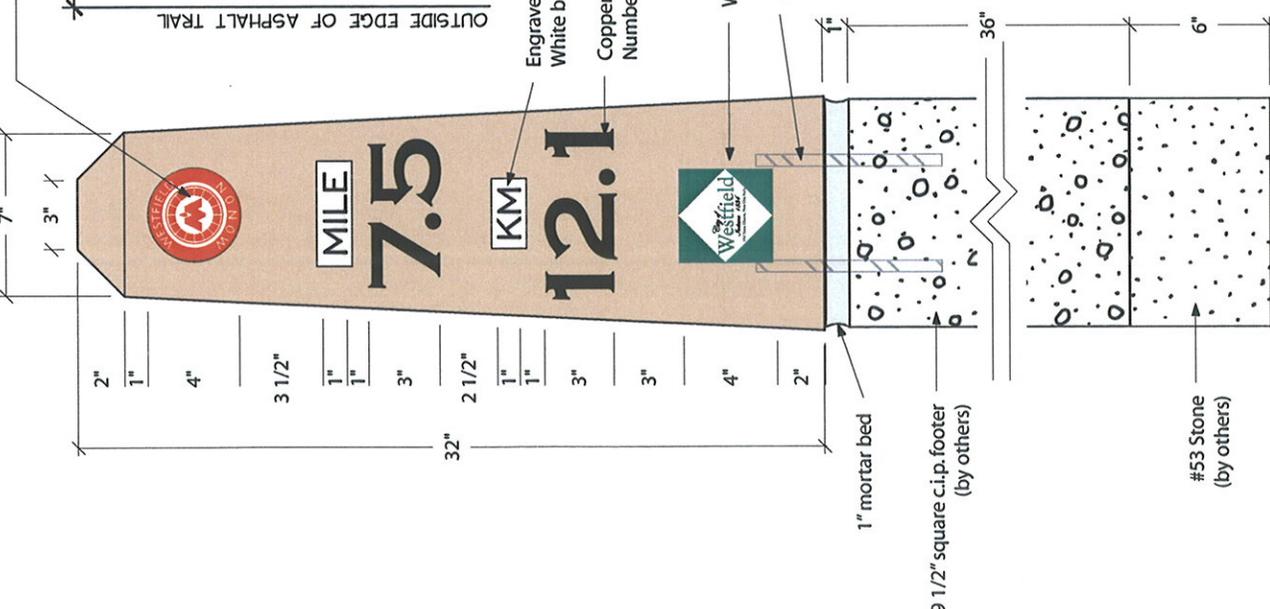
By  
RWL



**Plan View**

Scale: 1" = 1'-0"

*Handwritten notes:*  
20  
2.5  
cut 108  
108  
108  
108



**Elevation**

Scale: 1 1/2" = 1'-0"

**Item 62- Sign, Mile Marker**

APPROVED AS DRAWN

PRODUCTION WILL NOT BEGIN UNTIL SIGNED APPROVAL IS RECEIVED BY ESSENTIAL ARCHITECTURAL SIGNS, INC. STANDARD PRODUCTION TIME IS A MINIMUM OF 12 WEEKS

APPROVED AS NOTED AS NOTED



**Client**  
Calumet Civil Contractors, Inc.

**Project**  
Monon Greenway Extension Phase  
1

**Specifications**  
Panel made from 1/8" thick aluminum sheet. Posts are extruded 1/8" wall aluminum.

**Graphics**  
Monon Westfield logo- PMS 185 Red and white  
Westfield City Logo- PMS 3435 Green, Black and White

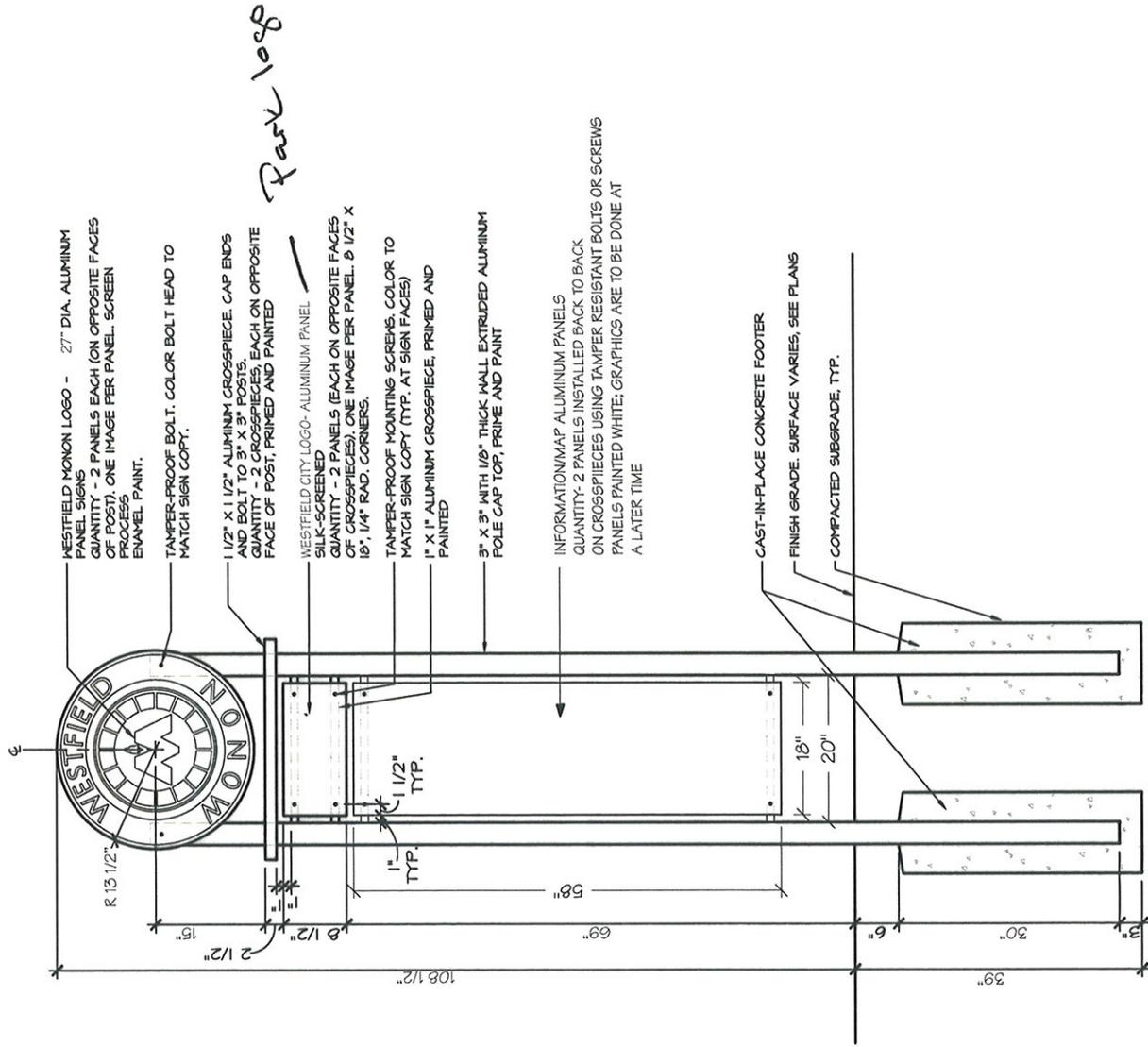
**Copy Color**  
See graphics above

**Background Color**  
Posts and crosspieces are PMS 185 Red  
Westfield City logo and information/map panels are White

**Mounting**  
Direct burial backfilled with concrete

**Quantity**  
4

**Date**  
10.14.08 (revised 3.26.09)  
**Scale**  
1/2" = 1'-0"  
**By**  
RWL



*Part logo*

**R-29623-A**

**Item 61 - Informative Sign**

PRODUCTION **WILL NOT BEGIN** UNTIL SIGNED APPROVAL IS RECEIVED BY ESSENTIAL ARCHITECTURAL SIGNS, INC. STANDARD PRODUCTION TIME IS A **MINIMUM OF 12 WEEKS**

APPROVED AS DRAWN

APPROVED AS NOTED



Phone: 317.253.6000 Fax: 317.253.6100

**Client**  
Calumet Civil Contractors, Inc.

**Project**  
Monon Greenway Extension Phase  
1

**Specifications**  
Panel made from 1/8" thick aluminum sheet. Posts are extruded 1/8" wall aluminum.

**Graphics**  
Monon Westfield logo- PMS 185 Red and white  
Westfield City Logo- PMS 3435 Green, Black and White

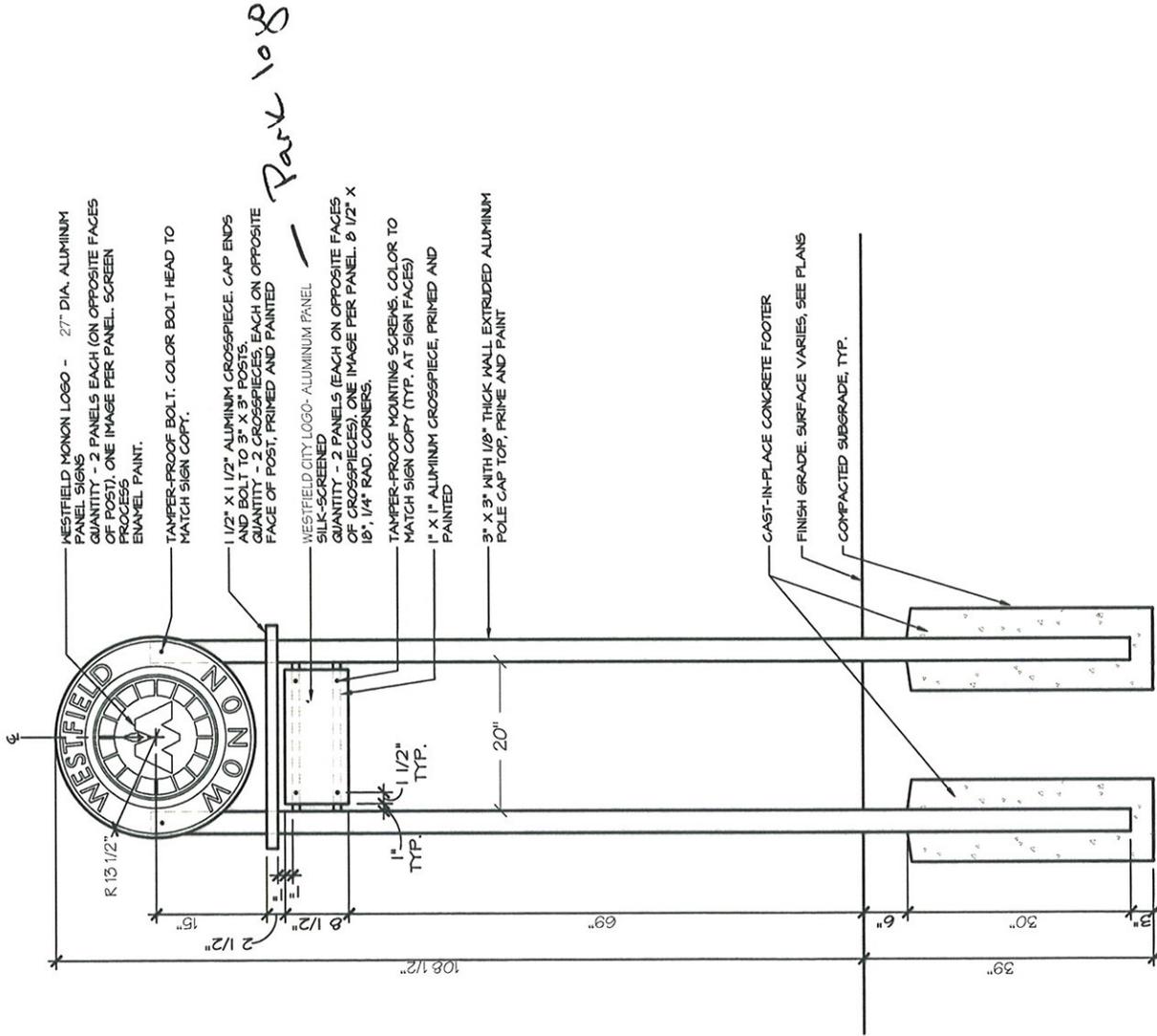
**Copy Color**  
See graphics above

**Background Color**  
Posts and crosspieces are PMS 185 Red  
Westfield City logo panels are White

**Mounting**  
Direct burial backfilled with concrete

**Quantity**  
1

**Date**  
10.14.08 (revised 3.26.09)  
**Scale**  
1/2" = 1'-0"  
**By**  
RWL



Part 108

R-29623-A

Item 60- Identity Sign

APPROVED AS DRAWN

PRODUCTION WILL NOT BEGIN UNTIL SIGNED APPROVAL IS RECEIVED BY ESSENTIAL ARCHITECTURAL SIGNS, INC. STANDARD PRODUCTION TIME IS A MINIMUM OF 12 WEEKS

APPROVED AS NOTED



Phone: 317.253.6000 Fax: 317.253.6100

**Client**  
Calumet Civil Contractors, Inc.

**Project**  
Monon Greenway Extension Phase  
1

**Specifications**  
Panel made from 1/8" thick aluminum sheet. Post is extruded 1/8" wall aluminum.

**Graphics**  
See message schedule

**Copy Color**  
See message schedule

**Background Color**  
White panels; PMS 185 Red posts and top banner

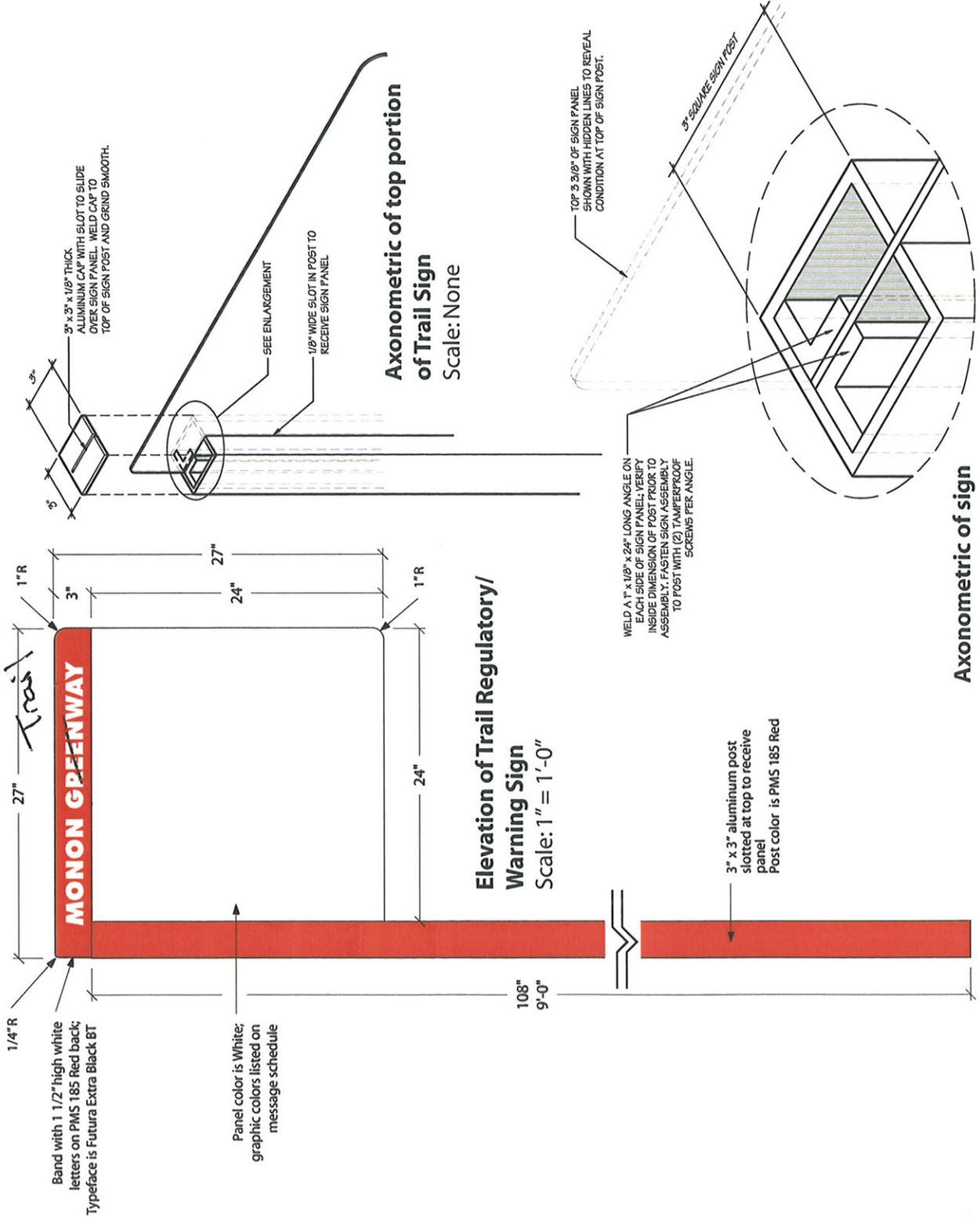
**Mounting**  
Direct burial backfilled with concrete

**Quantity**  
10

**Date**  
10.14.08 (revised 3.26.09)

**Scale**  
See drawing

**By**  
RWL



**Axonometric of top portion of Trail Sign**  
Scale: None

**Elevation of Trail Regulatory/Warning Sign**  
Scale: 1" = 1'-0"

**Axonometric of sign panel mounting**  
Scale: None

**R-29623-A**

**Item 63- Trail Traffic Sign**

PRODUCTION **WILL NOT BEGIN** UNTIL SIGNED APPROVAL IS RECEIVED BY ESSENTIAL ARCHITECTURAL SIGNS, INC. STANDARD PRODUCTION TIME IS A **MINIMUM OF 12 WEEKS**

APPROVED AS DRAWN

APPROVED AS NOTED

**146TH STREET**

*pp*

*pp*



*pp*

**CROSS TRAFFIC DOES NOT STOP**



Monon Trail Rules/Information

Used properly, the Monon Trail is an asset to the City of Westfield. Please help maintain the Monon Trail as a symbol of community pride.

1. Respect the privacy of those who live near the Monon Trail. Limit noise and properly dispose of litter.

2. Do not trespass on private property. Unless an emergency exists, stay on the paved or gravel portions of the Monon Trail.

3. Access the Monon Trail only at street intersections or designated public access points.

4. Use the Monon Trail from sunrise to sunset only.

5. Do not remove, damage or alter any vegetation along the Monon Trail.

6. Do not use or bring motorized vehicles, alcohol or firearms on the Monon Trail.

7. Keep pets on a leash no longer than six (6) feet in length and properly dispose of pet waste.

8. To promote user safety: (a) travel in the right lane, (b) yield the right-of-way to pedestrians, (c) use appropriate warnings or signals when passing others, (d) move off the paved portion of the Monon Trail when stopping, and (e) travel at speeds that are appropriate for current Monon Trail conditions.

Promptly report any violation of these rules to the  
City of Westfield Parks & Recreation Department  
(317) 804-3185

To report any emergencies on the Monon Trail call 911  
For your own protection carry a cell phone

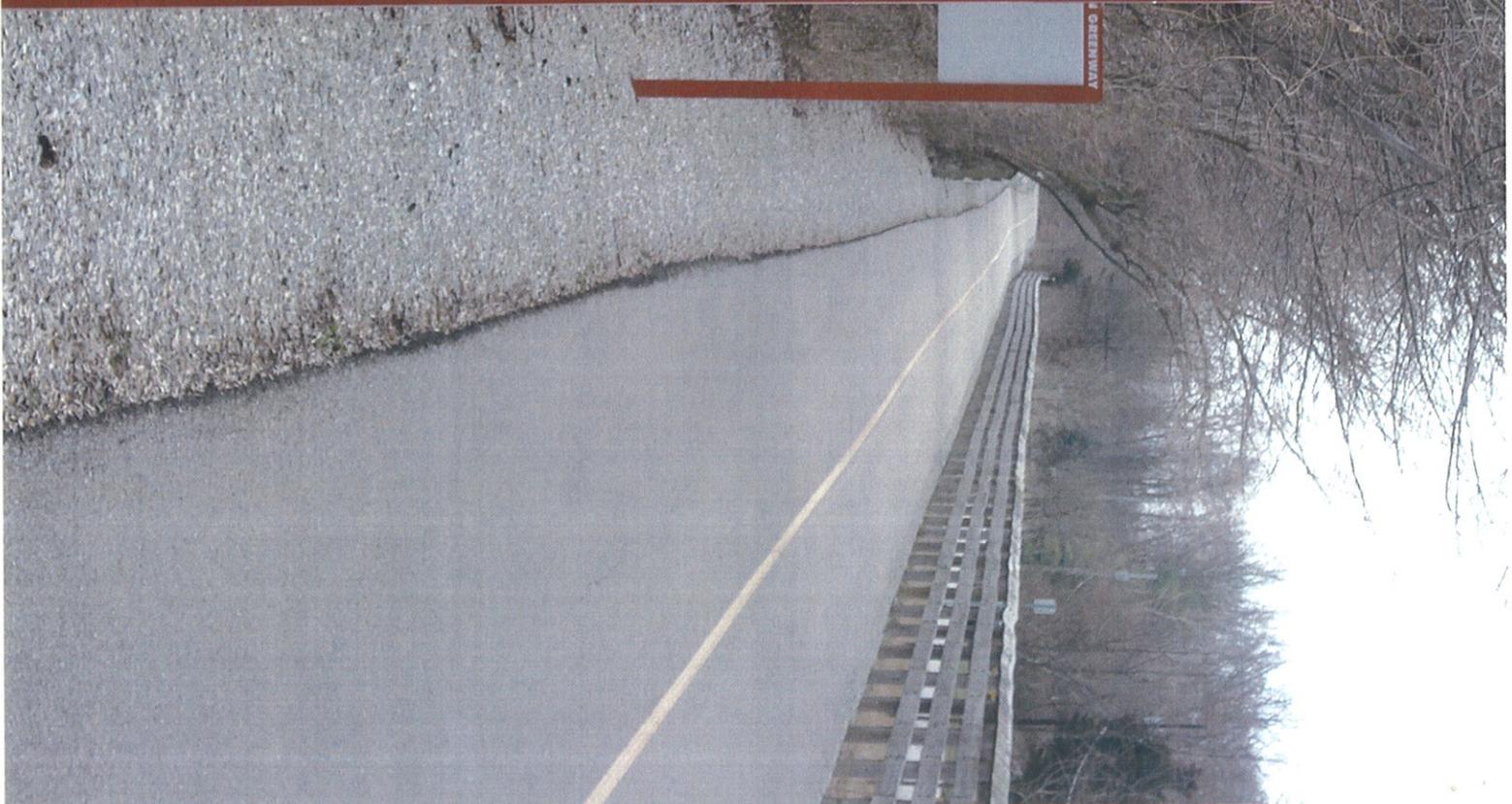
Additional Trail Parking is located south at the Rohrer Road Trail Head

**146TH STREET**



**MONON GREENWAY**

*Trail*





**PARK  
BOUNDARY**

—

**PLEASE  
RESPECT  
THE PRIVATE  
PROPERTY  
OF OTHERS**

1/2 scale 18" x 12" grimo alum signs  
qty 48 single sided

Color printer: Disabled



# Estimate

Estimate: 4189

Printed: 10/9/09 10:23:41 AM



**Express Graphics**  
 620 S. Range Line Rd, Suite D  
 Carmel, IN 46032  
 ph: (317) 580-9500  
 fax: (317) 580-9550

Description: **Park Boundary Signs**

Prepared For: Melody Jones  
 Company: City of Westfield

Dear Melody:

Thank you for considering Express Graphics for your needs. The information we discussed is attached below. If you have any questions, please don't hesitate to call us at 317.580.9500

Sincerely,

*Alison Morrison*

Alison Morrison  
 Sales

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Aluminum	sameas	50	1	18	12	18.42	0.00	921.00

Color: cocoa brown & 060 dk grm on White  
 Description: .080 Aluminum Signs w/ Radiused Corners and Holes Centered Top and Bottom  
 Text: PARK BOUNDARY

2 Aluminum	sameas	100	1	18	12	16.64	0.00	1,664.00
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Color: cocoa brown & 060 dk grm on White  
 Description: .080 Aluminum Signs w/ Radiused Corners and Holes Centered Top and Bottom  
 Text: PARK BOUNDARY

3 Aluminum	sameas	200	1	18	12	12.44	0.00	2,488.00
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Color: cocoa brown & 060 dk grm on White  
 Description: .080 Aluminum Signs w/ Radiused Corners and Holes Centered Top and Bottom  
 Text: PARK BOUNDARY

PLEASE

Company: City of Westfield  
 2728 East 171st St.  
 Westfield, IN 46074

Received/Accepted By: \_\_\_\_\_

A World of Possibilities!

Melody Jones

**From:** Bruce Dugan [bruce@duganfishersigns.com]  
**Sent:** Monday, October 19, 2009 3:34 PM  
**To:** Melody Jones  
**Cc:** 'Carla Dugan'; 'Gloria Eutsler'  
**Subject:** Monon Trail Signs

Melody,  
Following is our proposal for Westfield / Monon Trail signs based on specifications and information provided during our recent meeting.

Item 61 – Information Signs  
Double Post / Double Round Top Panel / 18" x 8-1/2" & 18" x 58" Panels – 2 sides – \$760.00 each

Item 60 – Identify Signs  
Double Post / Double Round Top Panel / 18" x 8-1/2" Panel – 2 sides – \$648.00 each

Item 63 – Trail Traffic Signs ("A" & "D" layouts)  
Single Post / Single Panel - \$426.00 each

Precast Concrete Bollard pricing is forthcoming.

Installation not included in above prices.

Respectfully,

**Bruce Dugan** | [www.dugansigns.com](http://www.dugansigns.com)  
317-370-0484 | cell

*Now serving from two locations:*

3000 S. Walnut St. – Muncie, IN 47302

765-288-1851 | phone

765-741-0423 | fax

336 S. 8<sup>th</sup> St. – Noblesville, IN 46060  
317-773-0953 | phone  
317-774-8153 | fax

Melody Jones

**From:** Bruce Dugan [bruce@duganfishersigns.com]  
**Sent:** Monday, October 19, 2009 4:37 PM  
**To:** Melody Jones  
**Cc:** 'Carla Dugan'; 'Gloria Eutler'  
**Subject:** Westfield / Monon Trail - Mile Markers

Precast Concrete Mile Markers – 7.0 and 7.5 Mile, respectively - per request... \$527 each

**Bruce Dugan** | [www.dugansigns.com](http://www.dugansigns.com) | cell 317-370-0484

*Now serving from two locations:*

3000 S. Walnut St. – Muncie, IN 47302  
765-288-1851 | phone  
765-741-0423 | fax

336 S. 8<sup>th</sup> St. – Noblesville, IN 46060  
317-773-0953 | phone  
317-774-8153 | fax

Melody Jones

**From:** Bruce Dugan [bruce@duganfishersigns.com]  
**Sent:** Friday, November 13, 2009 9:40 AM  
**To:** Melody Jones  
**Cc:** 'Carla Dugan'  
**Subject:** RE: sign installation cost

Melody,

Installation of Monon Signs using cast-in-place concrete footers per specs.

\$75 each for concrete Mile Markers (#62), \$140 each for Identify and Informative Signs (#60, 61), \$75 each for Trail Traffic Signs (#63).

Thanks for the opportunity to offer this proposal.

Respectfully,  
**Bruce Dugan** | [www.dugansigns.com](http://www.dugansigns.com)  
317-370-0484 | cell

*Now serving from two locations:*  
3000 S. Walnut St. – Muncie, IN 47302  
765-288-1851 | phone  
765-741-0423 | fax  
336 S. 8<sup>th</sup> St. – Noblesville, IN 46060  
317-773-0953 | phone  
317-774-8153 | fax

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**From:** Melody Jones [mailto:mjones@westfield.in.gov]  
**Sent:** Friday, November 13, 2009 7:37 AM  
**To:** Bruce Dugan  
**Subject:** sign installation cost

Bruce is there any way you can get me the quote for the installation of the Monon Trail signs this morning? I need to finalize my information that will be going to the Board of Works.  
Thanks

*Melody Jones, CSSJ  
Park Director, City of Westfield  
2728 East 171st Street  
Westfield, IN 46074  
317-804-3185  
317-339-9068 cell  
317-804-3190 fax*

Do not follow where the path may lead. Go instead where there is no path and leave a trail.  
~Ralph Waldo Emerson

# Quote

Date	10/19/2009
Quote #	11

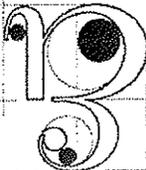
Name / Address	
Westfield Parks	

Terms	P.O. No.
-------	----------

Property's  
 4774 Nyla Ct  
 Noblesville, IN  
 46062

TC

Item	Description	Qty/Hours	Rate	Total
trail markers	as per your description and specs. with new logo(includes retooling other markers with new logo item 61 by your standards and/or specs(paint will be base coat clear coat), price includes installation	2	500.00	1,000.00
signs	item 60 by your standards and/or specs(paint will be base coat clear coat), price includes installation	4	1,000.00	4,000.00
signs	a signs by your standards and/or specs(paint will be coat clear coat), price includes installation	4	500.00	2,000.00
signs	D signs by your standards and/or specs(paint will be base coat clear coat), price includes installation	4	500.00	2,000.00
alum. sign	12x18 park boundary	100	15.00	1,500.00
digital print	to retro the existing item 61 signs	4	125.00	500.00
<b>Total</b>				\$12,200.00



essential  
architectural  
signs, inc.

6464 North Rucker  
Indianapolis, IN 46220

**Women Business Enterprise**

NAICS Code: 339960 Sign Manufacturing  
UNSPSC Code: 55121718 Informational Signs

Phone: (317) 253-6000

Fax: (317) 253-6100

www.essentialsigns.com

Quote Number: **9687**

Quote Date: September 22, 2009

Page: 1

Quoted to: City of Westfield Parks & Recreation

Melody Jones, CPSI  
2728 East 171st Street  
Westfield, IN 46074

Ship To:

City of Westfield Parks & Recreation  
2728 East 171st Street  
Attn: Melody Jones  
Westfield, IN 46074

Phone: 317-804-3185  
Fax: 317-867-0202

Customer ID	Project	Payment Terms	Ship Via	Sales Rep
CITYOFWESTFIELD01	Monon Trail	Net 30 Days	Installation	Roger W. Long

Qty.	Description	Unit Price	Extension
8	TRAIL TRAFFIC SIGN 4-Type A (with normal Stop graphic) 4-Type D	510.00	4,080.00
4	IDENTITY SIGN Logo panel has new logo	1,970.00	7,880.00
1	INFORMATIVE SIGN Logo panel has new logo Map provided by others	2,170.00	2,170.00
2	MILE MARKER for miles 7.0 and 7.5 New P & R logo to be used	800.00	1,600.00
1	Installation	1,625.00	1,625.00
Lead time: 4-6 weeks for signs and 10-12 weeks for mile markers. Time starts after approval of submittals are received.			

Prepared By:

Accepted By:

Continued	Subtotal
Continued	Sales Tax
Continued	Install/
Continued	Freight
Continued	Total

**Quotation**

# Quotation

Quote Number: **9687**

Quote Date: September 22, 2009

Page: 2

## Women Business Enterprise

NAICS Code: 339950 Sign Manufacturing  
 UNSPSC Code: 55121718 Informational Signs

Phone: (317) 253-6000

Fax: (317) 253-6100

www.essentialsigns.com

**essential architectural signs, inc.**  
 6464 North Rucker  
 Indianapolis, IN 46220

Quoted to: City of Westfield Parks & Recreation

Melody Jones, CPSI  
 2728 East 171st Street  
 Westfield, IN 46074

Ship To: City of Westfield Parks & Recreation

2728 East 171st Street  
 Attn: Melody Jones  
 Westfield, IN 46074

Phone: 317-804-3185  
 Fax: 317-867-0202

Customer ID	Project	Payment Terms	Ship Via	Sales Rep
CITYOFWESTFIELD01	Monon Trail	Net 30 Days	Installation	Roger W. Long

Qty.	Description	Unit Price	Extension
	**A \$480.00 deposit is required for the mile markers prior to ordering.** PLEASE PROVIDE PLANS. I NEED THIS TO MAKE SURE MY TRAIL TRAFFIC SIGN LAYOUTS ARE CORRECT, AND THEY WILL BE NEEDED FOR INSTALLATION.		

Prepared By: 

Accepted By: \_\_\_\_\_

Subtotal	17,355.00
Sales Tax	
Install/	
Freight	0.00
Total	17,355.00