



Melanie Lammers
Finance Director
City of Northfield
Northfield, Mn 55057

Re: Northfield Senior Center Reserve Request

Dear Melanie:

For the past several months, the Northfield Senior Center has been pursuing a plan to install a sign holding back-to-back digital message boards installed in front of the NCRC. The sign has been approved by the City Zoning Commission and City Council. The sign is being funded in large part from a member's donation. The sign has been ordered and is being fabricated. When it is operational, it will deliver messages about the activities of NCRC partners to the occupants of the more than 7000 vehicles that pass daily on Jefferson Parkway.

The message boards, which will be 3'8" high and 8'1" wide and installed in a casing that is 8'4" wide and 8' high, will feature red lettering on a black background. Messages will change every three minutes at first (they are permitted by ordinance to change every minute) and will be displayed during the hours that parts of the complex are open for business, i.e., not usually before 6 a.m. or after 9 or 10 p.m.

The total cost of the sign is \$34,706. The donation covers the costs of the digital display boards and the cabinet to house them- \$27,500. The remainder is for electrical work - \$2,850, and the installation costs - \$4,639. Contractor information for these costs is enclosed.

I am making a request for \$7,489 from the Capital Reserve fund designated to the south side of the building, to be used to pay the electrical work and installation costs of the sign.

Should you need more information, please contact me at 664-3701, or lynnepederson@nscmn.org.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Lynne Pederson". The signature is fluid and cursive, with the first name "Lynne" and last name "Pederson" clearly distinguishable.

Lynne Pederson
Director

Proposal

Number 16914
05/27/16
Customer CRM009037



www.lawrencesign.com

945 Pierce Butler Route, St. Paul, MN 55104
651.488.6711 • 651.488.6715

Senior

Client	Job Location
Northfield Community Resource Center 1651 Jefferson Parkway Northfield MN 55057	Northfield Community Resource Center 1651 Jefferson Parkway Northfield MN 55057
REQUESTED BY: Nancy Ashmore	
Lawrence is pleased to propose the following:	

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #6996-11 Furnish and Install 8' tall double face monument sign with LED illuminated top cabinet and Daktronics 19.8MM 3'8" x 8'1" Monochrome Red EMC displays. "Building Address" copy to be 3M white vinyl applied to painted face, and copy "1651 NORTHFIELD COMMUNITY RESOURCE CENTER" to be reverse cut routed and backed with white acrylic. Quote includes footing excavation and concrete. Final electrical connection by others. 5 YEAR WARRANTY ON ALL LED LIGHTING COMPONENTS. Daktronics LED Message Centers come with a 5 year product assurance warranty, Wireless ethernet bridge radios, web based programming, and interactive web based training session. **Lawrence Sign will install building radio, additional running of internal cat 5 if needed and internal IT settings/hookups responsibility of client.	\$31,556.00	\$31,556.00

PROPOSAL TOTAL: \$31,556.00

Signage Project Budget

COSTS

Fabrication of (2) 3'8" x 8'1" digital display boards	\$18,685
Fabrication of cabinet (8.5' x 8') to house them	\$8,232
Electrical work (to be contracted locally)	2,850
Installation	4,639
Permits and fees*	~300
Landscaping (plantings to be handled by Garden Club)	000
Total	\$34,706

FUNDING SOURCES

Donation	\$27,000
Returned Escrow \$ from City of Northfield	<u>~500</u>
Total	\$27,500

AMOUNT TO BE RAISED

$\$34,706 - \$27,500 = \$7,206$ ~\$7,500

SOURCES?

NSC Contingency Fund?
NCRC Funds?
NCRC Partner Donations?
EDA - not eligible

- * Sign permit (\$50) waived by City Planner
Building permit (~\$160)
Electrical permit (~\$100)

Schulz Electric, Inc.

32110 Dresden Avenue
Northfield, MN 55057

Estimate

Date

5/20/2016

507-645-7742 schulzelectricnorthfield@gmail.com

Name / Address

Blue Water Commercial Real Estate
1325 Armstrong Road
Northfield, MN 55057

Project

NCRC Building

Description	Qty	Rate	Total
Install Power to Sign at the NCRC			
-Directional Boar Across Parking Lot			
-Install 110 Volt Power to Sign			
-Install Disconnect for Sign			
Total Labor and Material	1	2,850.00	2,850.00

We appreciate the opportunity to work with you. Anne, Mike, Kenna, Dave, Elliott, Josh, Jake, and Luke.

Subtotal \$2,850.00

Sales Tax (7.125%) \$0.00

Total \$2,850.00