
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRAD MERKEL, DIRECTOR OF PUBLIC WORKS
SUBJECT: RESOLUTION: PURCHASE AMERICAN FLAGS AND VILLAGE BANNERS.
AGENDA: APRIL 18, 2023 REGULAR BOARD MEETING
DATE: APRIL 10, 2023

ISSUE

Should the Village Board approve a resolution to Purchase American Flags and Village Banners.

DISCUSSION

During Budget discussions staff was asked to look into purchasing American Flags and Banners with the Village logo to display on the street lights on Main Street, Municipal/Galena and Granart Road near the roundabout. Staff contacted 3 vendors for pricing on 12 qty. American Flags for Main Street, 63 qty. Banners with the Village logo and an additional 63 American Flag Banners. The flags/banners include all required mounting hardware.

<u>Vendor</u>	<u>Cost</u>
Fast Signs	\$14,287.19
Flag & Banner	\$18,489.74
Carrot Top	No quote received

COST

The cost of the American Flags and Village Banners is \$14,287.19. The FYE 24 budget account number 01-57-6515 Public Relations included \$15,000 for the purchase of the American Flags and Village Banners.

RECOMMENDATION

The Village Board approves **Resolution # 20230418PW1** authorizing the purchase of the American Flags and Village Banners from Fast Signs.



RESOLUTION NO. 20230418PW1

VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS

**RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH
FAST SIGNS FOR THE PURCHASE OF AMERICAN FLAGS AND
VILLAGE BANNERS.**

WHEREAS, the Village of Sugar Grove Board of Trustees find that it is in the best interest of the Village to engage the services of Fast Signs for the purchase of American Flags and Village Banners and to execute the attached agreement;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

That attached hereto and incorporated herein by reference as Exhibit A is an agreement between Fast Signs for the purchase of American Flags and Village Banners. The President and Clerk are hereby authorized to execute said agreement on behalf of the Village and to take such further actions as are necessary to fulfill the terms of said agreement.

Passed by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 18th day of April, 2023.

Jennifer Konen, President of the Board
of Trustees of the Village of Sugar Grove,
Kane County, Illinois

ATTEST: _____
Alison Murphy, Clerk
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Matthew Bonnie	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee Heidi Lendi	_____	_____	_____	_____
Trustee Michael Schomas	_____	_____	_____	_____
Trustee Ryan Walter	_____	_____	_____	_____
Trustee James F. White	_____	_____	_____	_____
President Jennifer Konen	_____	_____	_____	_____

Created Date: 12/30/2022

DESCRIPTION: Double Sided Street Pole Banners

Bill To: Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554
US

Pickup At: FASTSIGNS
1115 Randall Ct
Geneva, IL 60134
US

Requested By: Bryan Beach
Email: bbeach@sugargroveil.gov
Tax ID: E99960672

Salesperson: Jason Scharrer
Email: jason.scharrer@fastsigns.com
Work Phone: 630-326-7020

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Double Sided Street Pole Banners	63	\$135.5733	\$8,541.12
1.1	Banner - 18oz - Part Qty: 1 Width: 24.00" Height: 48.00" Sides: 2 Text: Village of Sugar Grove Logo Notes: Single Banner Hardware Includes: 2 Cast aluminum pole bracket, 4 Stainless Steel Straps, 2 Fiberglass Crossbar, 2 Vinyl End Cap, 2 Nylon Zip Tie, 2 Steel Clevis Pin and 2 Split Key Ring Grommets - Left, Right, Top, Bottom Hemming Options - Top, Bottom, Finishing Type: Banner Tape			
1.2	Hardware - - Retail Price: \$75.00			
2	Graphic Setup	1	\$15.00	\$15.00
2.1	Graphic Setup Fee - Part Qty: 1			
3	Shop Labor	1	\$105.00	\$105.00
3.1	Shop Labor - - # of Hours: 4			

Graphic Setup Fee includes 1 design proof, 2 design revisions and print ready file preparation. Any additional graphic design work, including additional revisions, will be billed at \$50 per hour. If you do not proceed with your order, you will be responsible for the cost of ALL graphic design work provided. Most

Subtotal:	\$8,661.12
Taxes:	\$0.00
Grand Total:	\$8,661.12

orders require a 50% deposit. The balance is due upon completion of work.

Installation and art charges are ESTIMATES ONLY and are subject to change based on actual work. Registration, permit, bonds, and insurance fees are extra, when applicable.

Customer assumes all responsibility for copyrighted and trademarked objects appearing on products purchased. FASTSIGNS of Geneva is not responsible for the unauthorized use of copyrighted or trademarked materials.

Once proofs are approved, please allow 5-7 production days to have your project completed. Rush fees may apply for any work needed before our normal production time. Thank you.

Please call or email and let us know if you would like to proceed with production.

Thank You...We Appreciate The Opportunity To Earn Your Business!
This FASTSIGNS location is independently owned and operated.

*Estimates are valid for 15 days.

Signature: _____ **Date:** _____

Created Date: 4/10/2023

DESCRIPTION: 6'x4' American Flags w/ Mounting Hardware

Bill To: Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554
US

Pickup At: FASTSIGNS 104101
1115 Randall Ct
Geneva, IL 60134
US

Requested By: Bryan Beach
Email: bbeach@sugargroveil.gov
Tax ID: E99960672

Salesperson: Jason Scharrer
Email: jason.scharrer@fastsigns.com
Work Phone: 630-326-7020

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	6'x4' American Flags	12	\$113.2667	\$1,359.20
1.1	4' x 6' Flag - Part Qty: 1 - Retail Price: \$0.00 Text: American Flag: - 210D heavy nylon. - Waterproof materials - Embroidered Stars - Brass grommets - Made in the USA Hardware: - Aluminum Flag Pole Bracket To Mount Flagpoles to Street Lights and Telephone Poles with Mounting Strap or screws - Displays Pole at 45 Degree Angle - 7'L x 1" diameter stainless steel flag pole with tangle free rings			
1.2	Hardware - - Retail Price: \$0.00			

Graphic Setup Fee includes 1 design proof, 2 design revisions and print ready file preparation. Any additional graphic design work, including additional revisions, will be billed at \$50 per hour. If you do not proceed with your order, you will be responsible for the cost of ALL graphic design work provided. Most orders require a 50% deposit. The balance is due upon completion of work.

Installation and art charges are ESTIMATES ONLY and are subject to change based on actual work. Registration, permit, bonds, and insurance fees are extra, when applicable.

Subtotal:	\$1,359.20
Taxes:	\$0.00
Grand Total:	\$1,359.20

Customer assumes all responsibility for copyrighted and trademarked objects appearing on products purchased. FASTSIGNS of Geneva is not responsible for the unauthorized use of copyrighted or trademarked materials.

Once proofs are approved, please allow 5-7 production days to have your project completed. Rush fees may apply for any work needed before our normal production time. Thank you.

Please call or email and let us know if you would like to proceed with production.

Thank You...We Appreciate The Opportunity To Earn Your Business!
This FASTSIGNS location is independently owned and operated.

*Estimates are valid for 15 days.

Signature: _____ **Date:** _____

Created Date: 1/9/2023

DESCRIPTION: Double Sided American Flag Street Pole Banners

Bill To: Village of Sugar Grove
601 Heartland Drive
Sugar Grove, IL 60554
US

Pickup At: FASTSIGNS 104101
1115 Randall Ct
Geneva, IL 60134
US

Requested By: Bryan Beach
Email: bbeach@sugargrovel.gov
Tax ID: E99960672

Salesperson: Jason Scharrer
Email: jason.scharrer@fastsigns.com
Work Phone: 630-326-7020

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Double Sided Street Pole Banners	63	\$65.8233	\$4,146.87
1.1	Banner - 18oz - Part Qty: 1 Width: 24.00" Height: 48.00" Sides: 2 Text: American Flag Design			
	Grommets - Left, Right, Top, Bottom Hemming Options - Top, Bottom, Finishing Type: Banner Tape			
2	Graphic Setup	1	\$15.00	\$15.00
2.1	Graphic Setup Fee - Part Qty: 1			
3	Shop Labor	1	\$105.00	\$105.00
3.1	Shop Labor - - # of Hours: 4			

Graphic Setup Fee includes 1 design proof, 2 design revisions and print ready file preparation. Any additional graphic design work, including additional revisions, will be billed at \$50 per hour. If you do not proceed with your order, you will be responsible for the cost of ALL graphic design work provided. Most orders require a 50% deposit. The balance is due upon completion of work.

Subtotal:	\$4,266.87
Taxes:	\$0.00
Grand Total:	\$4,266.87

Installation and art charges are ESTIMATES ONLY and are subject to change based on actual work. Registration, permit, bonds, and insurance fees are extra, when applicable.

Customer assumes all responsibility for copyrighted and trademarked objects appearing on products purchased. FASTSIGNS of Geneva is not responsible for the unauthorized use of copyrighted or trademarked materials.

Once proofs are approved, please allow 5-7 production days to have your project completed. Rush fees may apply for any work needed before our normal production time. Thank you.

Please call or email and let us know if you would like to proceed with production.

Thank You...We Appreciate The Opportunity To Earn Your Business!
This FASTSIGNS location is independently owned and operated.

*Estimates are valid for 15 days.

Signature:

Date:
