



**Request for City Council Committee Action  
From the Departments of the Convention Center and Procurement**

**Date:** July 7, 2008  
**To:** Honorable Paul Ostrow, Chair Ways & Means Committee  
**Subject:** **Approval of Official Publication No. 6978 - Bids for Electronic Sign Upgrading**

**Recommendation:**

Acceptance of the low responsive bid of Topline Advertising, Inc. in the amount of \$ 359,445.00 to furnish all labor, materials, equipment and incidentals necessary to accomplish upgrading of electronic signs at the Minneapolis Convention Center.

Terms are net 30 days. F.O.B.: Destination

Further recommend proper Officers be authorized and directed to execute a contract for this project all in accordance with our specifications.

**Prepared by:** Gary Warnberg                      Director, Procurement

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**Approved by:** Jeff Johnson                      Director, Minneapolis Convention Center

**Reviews:**

Civil Rights Approval                      Approval   XXXX        Date June 13, 2008

**Financial Impact** (Check those that apply)

No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)

- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Business Plan:  Action is within the plan       Action requires a change to plan
  
- Request provided to department's Finance Department contact when provided to the Committee Coordinator

**Background/Supporting Information:**

Tabulation of two (2) bids received on Official Publication No. 6978 for Electronic Sign Upgrading is attached.

Attachments - Tabulation Sheet

CC:    B. Whitney  
       J. Patterson