
BOARD AGENDA ITEM

Information/Discussion _____

Future Action _____

Action X _____

Item: Pine Grove Site Signage

Submitted by: Russell Bray

Date: 7/10/25

Recommended by: Kevin Philipps *VP*

Board Meeting Date: 7/21/25

RECOMMENDATION:

It is recommended that the Kent ISD board approve the replacement of the Pine Grove exterior signage in the amount of \$41,166.40. This amount includes Valley City Sign's proposal totaling \$37,424.00 and a 10% contingency to cover unforeseen issues discovered during existing sign removal and installation.

BACKGROUND:

Existing signage at Pine Grove is aged and still includes references to Grand Rapids Public Schools. Rebranding work over the past few years has developed a new signage standard that has been implemented at other Kent ISD locations, including Lincoln Campus and Empower U sites.

Valley City Sign was awarded the previous design/installation competitive bid for initial signage work at other locations. To maintain design consistency, it is recommended that the ISD honors the previous competitive bid process in the awarding of this contract.

Planning for this project has included consultation with the Communications Department.

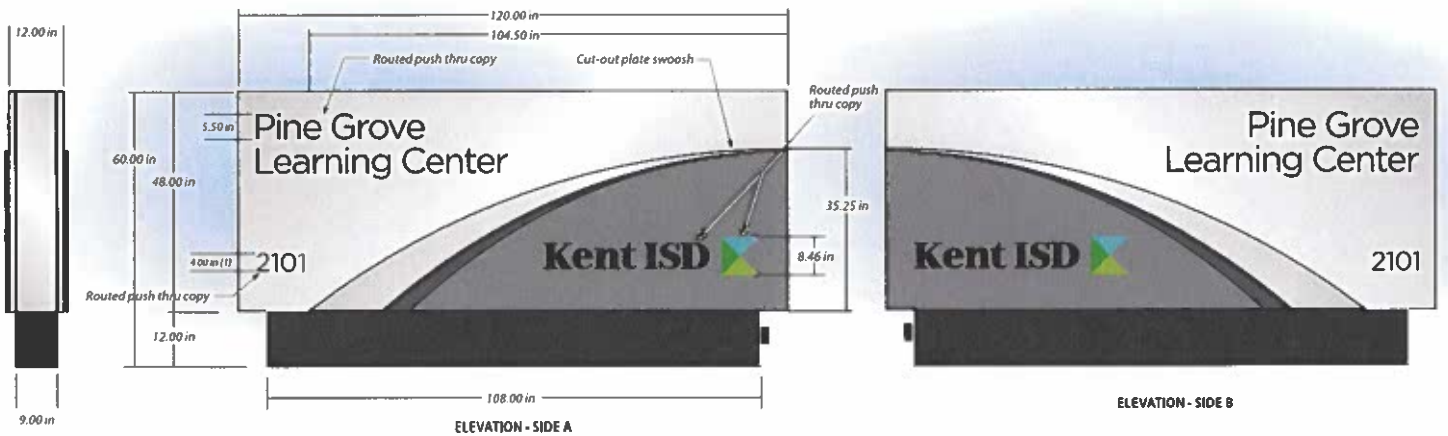
Attached:

- Valley City Sign proposal



VALLEY CITY
SIGN





40 Sq. Ft.



NIGHT SIMULATION



CUSTOMER SIGNATURE

DATE

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PROPERTY OF VALLEY CITY SIGN 5075 Maple Street, Suite 100, Minneapolis, MN 55412 | Tel: 612-784-5711 | Fax: 612-784-8280 | www.valleycitysign.com

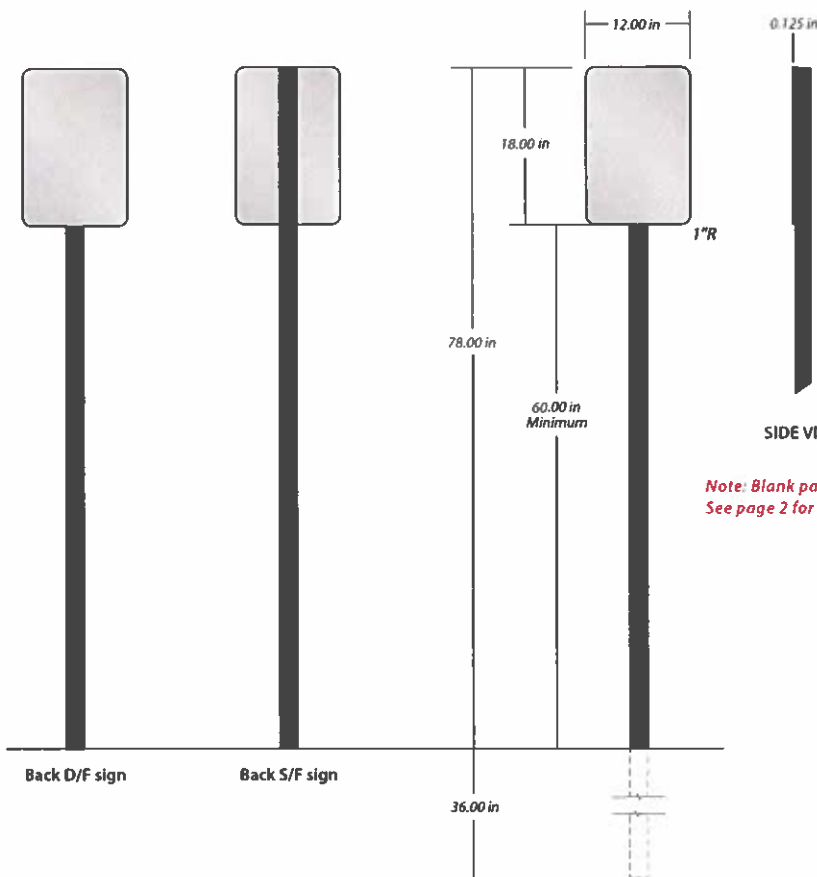
LOCATION: 2101 52nd St. SW Wyoming, MI 49519

DRAWING #180,193A

ONE (1) D/F ILLUMINATED MONUMENT SIGN

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

PROJECT: Kent ISD	DESIGNER: SV
PHOTOSCAN (S) No	SHEETS 34(KC)
DATE: 6-28-25	REVISIONS: IV
HOURS: 1.5 + .50	



S/F Sign Detail



D/F Sign Detail

Note: Blank panel shown.
See page 2 for copy req'd.

QUANTITY	
	S/F SIGN(S)

QUANTITY	
	D/F SIGN(S)

PAGE 1 OF 2 - SEE PG. 2 FOR COPY SCHEDULE

DRAWING #180,507D
POST AND PANEL PARKING SIGNS
TEMPLATE

SCALE: 3/4" = 1'-0"

White Scotchlite #680-10	Light Blue Scotchlite #680-76	Black Scotchcal #7725-12	Tomato Red Scotchcal #7725-13	MAP to match PMS 106C	Posts MAP Black	MAP Brushed Aluminum #41-342	Gotham Book & Narrow Book Font (LAPD sign)	Gotham Narrow Book Font (ECO sign)	Gotham Book Font (all signs except those noted)
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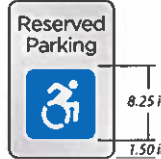
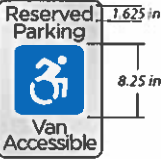



CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN 5009 West River Drive | Cornelius, PA 15031 | Ph 610.784.5711 | Fx 610.784.8200 | www.valleycitysign.com

PROJECT: Kent ISD	
PHOTOSCAN(S): No	DESIGNER: JB
DATE: 6.27.25	SALES: 34(KC)
HOURS: .50+.50+.50+.75+.75	REVISIONS: JB, JV(3)

FVP-RA  Qty <input type="text"/>	FVP-R/LA  Qty <input type="text"/>	FVP-LA  Qty <input type="text"/>	SVP-RA  Qty <input type="text"/>	SVP-R/LA  Qty <input type="text"/>	SVP-LA  Qty <input type="text"/>	FTO  Qty <input type="text"/>	BPO  Qty <input type="text"/>
APO-RA  Qty <input type="text"/> 1	APO-LA  Qty <input type="text"/> 1	CPPO  Qty <input type="text"/> 2	ECO  Qty <input type="text"/> 1	SVPO  Qty <input type="text"/>	NP  Qty <input type="text"/> 5	RP  Qty <input type="text"/> 5	RPVA  Qty <input type="text"/> 1
DOBTB  Qty <input type="text"/>	BDO/PUO  Qty <input type="text"/>	AOL  Qty <input type="text"/>					

PAGE 2 OF 2 - COPY SCHEDULE

DRAWING #180,507D

POST AND PANEL PARKING SIGNS

TEMPLATE

SCALE: 3/4" = 1'-0"

PROJECT Kent ISD

PHOTOSCAN (S): No

DESIGNER: JB

DATE: 6.27.25

SALES: 34(KC)

HOURS: .50+.50+.50+.75+.75

REVISIONS: JB, JV(3)



CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN

5009 West River Drive | Cornsack Park, NE 47321 | Ph 818.784.5711 | Fax 818.784.8280 | www.valleycitysign.com



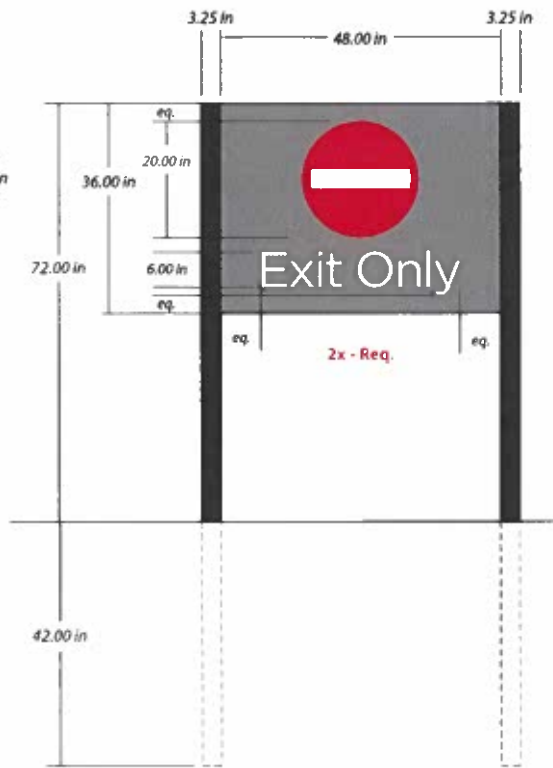
1x - Req.



1x - Req.

COPY SCHEDULE
SCALE: 1/2" = 1'-0"

Copy is centered as a group
within panels (typical for all)



2x - Req.



Series 3 - 3.25" Square Post (#1233)
Series 3 - 3.25" Post Cap (#5407) - Trim tab
Series 2/3/4 Reveal (#1200)
Series 3 - 3.25" Bleed Body (#1270)
.100" Alum. Panels

Red Scotchlite #680-72	White Scotchlite #680-10	Black Scotchlite #7725-12	MAP 13914 Greyshank	MAP Black	Gotham Book Regular Font
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DRAWING #180,505A

FOUR (4) S/F POST AND PANEL SIGNS

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



CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN 5005 West River Drive | Cornstock Park, MI 49321 | Ph 818.744.9711 | Fx 818.784.8280 | www.valleycitysign.com

PROJECT: Kent ISD

PHOTOSCAN (S): No

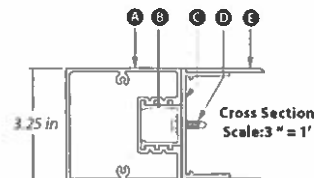
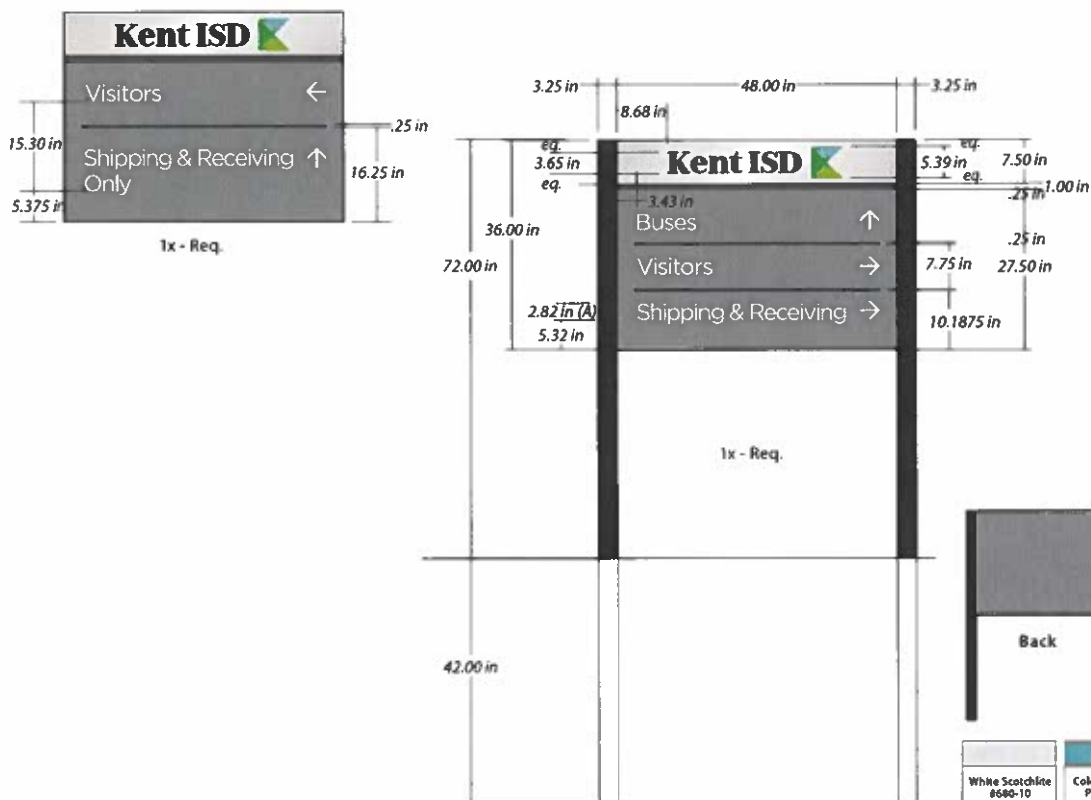
DATE: 6.26.25

HOURS: 1.0+75

DESIGNER: JB

SALES: 20

REVISIONS: JV



SERIES 3 SIGN:

- A** - Series 3 3.25" Square Post (#1233) w/Post Cap (#540/ cut tab off)
- B** - Series 2/3/4 Reveal (#1200) w/0" reveal setting
- C** - Series 3 3-1/4" Bleed Body (#1270)
- D** - Fasteners
- E** - 100" Aluminum Faces
 - 5.39" digital print on opaque white w/matte overlaminate
 - Painted rule line

INSTALLATION:

- Direct bury 42"

White Scotchlite 8660-10	Color Match to PMS 564C	Color Match to PMS 7737C	Color Match to PMS 7737C	Digital Print Required
MAP 13914 Greyhank	MAP MP 13915 Neptunian Gray	MAP Brushed Aluminum 841-342	Black Scotchlite 8772S-12	MAP Black



5009 West River Drive | Comstock Park, MI 49321 | Ph: 616.784.5711 | Fx: 616.784.8280 | www.valleycitysign.com

CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN

DRAWING #180,506

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

TWO (2) S/F SIGNS REQUIRED

PROJECT: Kent ISD

PHOTOSCAN (S): No

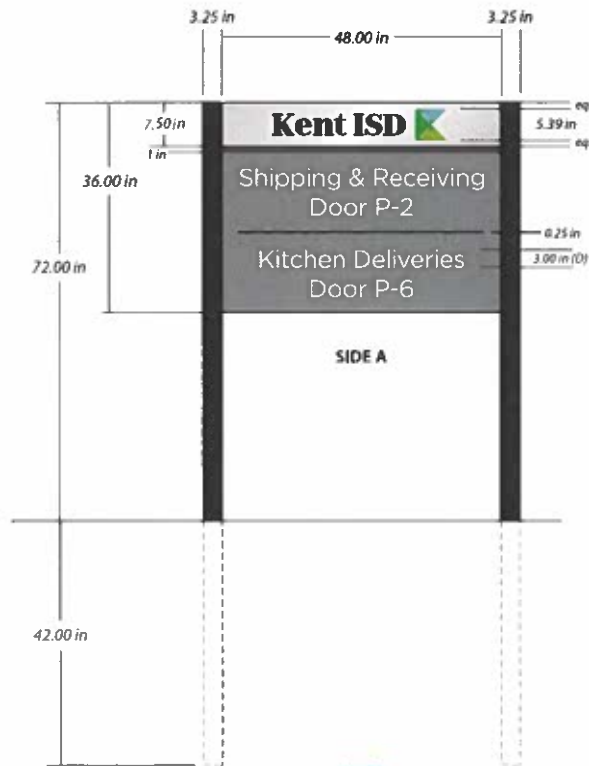
DATE: 11.14.23

HOURS: 1

DESIGNER: JB

REVISIONS:

SALES: 34(KC)



Series 3 - 3.25" Square Post (#1233)
 Series 3 - 3.25" Post Cap (#5407) - Trim tab
 Series 2/3/4 Reveal (#1200)
 Series 3 - 3.25" Bleed Body (#1270)
 .100" Alum. Panels



DRAWING #183,073

ONE (1) D/F POST AND PANEL SIGN

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



CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN

5009 West River Drive | Conistock Park, MN 55932 | Ph 818.764.5711 | Fx 818.784.8280 | www.valleycitysign.com

PROJECT: Kent ISD

PHOTOSCAN (S): No

DESIGNER: JV

DATE: 6.26.25

SALES: 34(KC)


HOURS: .75

REVISIONS:



DETAIL:
• Aluminum panels

INSTALLATION:
• Screw mount to brick wall

		Digital Prints Req'd on opaque white w/ matte overlaminate		Color match PMS 564C	Color match PMS 7737C	Color match PMS 7737C
White Scotchlite #680-10	Black Scotchlite #7725-12	MAP MP 13915 Neptunian Gray	MAP Brushed Aluminum #41-342	MAP 13914 Grayshank	Gotham Book Regular Font	

DRAWING #183,074
TWO (2) S/F WALL PANELS
SCALE: 1" = 1'-0"



CUSTOMER SIGNATURE: _____

DATE: _____

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PROPERTY OF VALLEY CITY SIGN 5009 West River Drive | Connetquot Park, MI 49321 | Ph 616.784.5711 | Fx 616.784.8280 | www.valleycitysign.com

PROJECT: Kent ISD
PHOTOSCAN (S): No **DESIGNER:** JV
DATE: 6.26.25 **SALES:** 34(KC)
HOURS: .25 **REVISIONS:**

Working Location: Kent Intermediate School Distr
2101 52nd Street SW

Kent Intermediate School Distr
2930 Knapp St NE

Wyoming MI 49509

Grand Rapids MI 49505

Contact: Aaron Stockeland

Salesperson: Kevin Carlson

Date: 7/3/2025

It is VALLEY CITY SIGN's pleasure to submit this quotation for the following:

Qty	Item Number	Drawing # / Description	Unit Price	Extended Price
1	LOW PROFILE SIGN - ILLUMINATED	180193A	10,149.00	\$10,149.00
		* 48"h x 120" w double faced monument sign with digital print		
		* Direct buried in greenspace		
		* Paint (5x) color, Vinyl (2x) color		
16	POST & PANEL	180507C	401.00	\$6,416.00
		* L-APQ-RA, L-APQ-LA, L-C2PO, L-L-ECO, NP, RP, RPVA		
		* Sixteen (16x) 18"h x 12"w single face post and panel signs		
		* Direct buried in greenspace		
		* Paint (2x) colors, Vinyl (4x) colors		
4	POST & PANEL	180505A	1,498.00	\$5,992.00
		* 36"h x 48"w single face post and panel signs		
		* Direct buried in greenspace		
		* Paint (2x) colors, Vinyl (3x) colors		
2	POST & PANEL	180506	1,538.00	\$3,076.00
		* 36"h x 48"w single face post and panel signs with digital print		
		* Direct buried in greenspace		
		* Paint (4x) colors, Vinyl (2x) colors		
1	POST & PANEL	181073	1,720.00	\$1,720.00
		* 36"h x 48"w double face post and panel signs with digital print		

Working Location: Kent Intermediate School Distr
2101 52nd Street SW

Quote QTE00047436

Kent Intermediate School Distr
2930 Knapp St NE

Wyoming MI 49509

Grand Rapids MI 49505

Contact: Aaron Stockeland
Salesperson: Kevin Carlson
Date: 7/9/2025

Qty	Item Number	Drawing # / Description	Unit Price	Extended Price
		* Direct buried in greenspace		
		* Paint (4x) colors, Vinyl (2x) colors		
1	PANEL	183074	592.00	\$592.00
		* 18"H x 36"W single face wall sign with digital print		
		* Screw mounted to brick		
		* Paint (3x) colors, Vinyl (2x) colors		
1	INSTALLATION	Drawing not required	7,584.00	\$7,584.00
1	ADMIN FEE-PERMITS & SECS	Fees to research and obtain permits & SED's	200.00	\$200.00
		* Includes State of Michigan permits and SED		
		* Actual cost to be adjusted on final invoice		

TERMS CREDIT LINE
Net 30 \$201,000.00

Subtotal \$35,729.00
Permits \$1,695.00
Tax \$0.00
Total \$37,424.00

NOTES

Permit costs and Sealed Engineer Drawings cost will be added if applicable.
Installation costs based upon normal conditions.
Primary 120 volt wiring/hock up by your electricians.

Pricing is valid for 30 days* from date of quote, unless noted above.

* Pricing based on transportation and tariff rates at the time of the quote subject to change

Message Systems pricing is valid for 30 days from date of quote.

I authorize Valley City Sign to fill out any application necessary to obtain a sign permit for this project.

Working Location: Kent Intermediate School Distr
210 52nd Street SW

Quote QTE00047436

Kent Intermediate School Distr
2330 Knapp St NE

Wyoming MI 49509

Grand Rapids MI 49505

Contact: Aaron Stockeland
Salesperson: Kevin Carlson
Date: 7/9/2025

Qty	Item Number	Drawing # / Description	Unit Price	Extended Price
-----	-------------	-------------------------	------------	----------------

By signing below, I agree to the attached terms and conditions, or as previously agreed to.

Name/Title

Signed By

Date

Purchase Order #

If a purchase order is not required, please enter "N/A"

Valley City Sign _____

5009 West River Drive, Comstock Park, MI 49321

(616) 784-3711

Fax (616) 784-8280

VALLEY CITY SIGN – TERMS AND CONDITIONS

This purchase agreement is between Valley City Sign (the "Company") and the original purchaser (the "Customer") of the work. When both parties sign the quote, all provisions contained in this 4 page contract comprise the entire agreement affecting this order, and no other agreement or understanding of any nature concerning it will be considered. If the Company utilizes, without objection, purchase orders, bid requests, or other documents preferred by the Customer containing recitations, notations or other expressions of terms that conflict with and add to, or modify these terms and conditions, it does so for the convenience of both parties, and it is understood that such recitations, notations or other expressions are ineffective.

The person signing the quote shall have full and proper authority to bind the Customer.

It is agreed that this contract shall be construed according to the laws of the state of Michigan.

EXCLUSIVE WARRANTY

This is the exclusive warranty of the Company with respect to any and all of its products. This exclusive warranty is made to you, the original purchaser of the Company's products.

Warranty is in effect from date of installation. If the Company is not installing, warranty is in effect from date of shipment.

The Company warrants to you as the original Customer that the Company's products will be free from defects in materials and workmanship, under normal use and conditions, for one (1) year. This limited warranty excludes vandalism, misuse, or any act of God.

The Company warrants electronic message centers for one (1) year. In addition to the warranty provided by the Company, the Customer will be covered by any additional manufacturer's warranty. The manufacturer warranties vary and are limited in coverage by the individual manufacturer or supplier. If the

Customer elects to purchase an extended parts warranty on message centers, refer to manufacturer's warranty for specific warranty information. The Company will provide the Customer, on request by the Customer, the warranties of the message center manufacturer, and the Company will assist the Customer in dealing with the manufacturer, subject to the understanding that responsibilities for warranties for those items will be that only of the manufacturer.

The Company does not warrant vinyl placed on vehicle windows. The Company's professional recommendation is to have them placed on the door or other vehicle panel. In the event the Customer insists on vehicle window placement, the Company will comply with the Customer's wishes, and the Customer agrees that the product will not be included under the exclusive warranty.

This warranty does not cover damage resulting from vandalism, misuse, acts of God, or through the negligence or wrongdoing of the Customer, its employees, agents, or any persons. This warranty is void if the signage has been serviced or modified by any party other than an authorized representative of the Company.

There is no implied warranty of merchantability, and there is no warranty that extends beyond the period stated. The Company shall not be, under any circumstances, liable to the Customer for any indirect, incidental, consequential, or special damages or loss of profits, resulting from a breach of this contract, even if the Company has been advised of the possibility of such damages.

The Company hereby disclaims any and all other warranties, including, without limitation, implied warranties of merchantability and fitness for a particular purpose. The only warranty with respect to the Company's products is described on this exclusive warranty. No oral or written representations shall extend the Company's exclusive warranty beyond that described herein. In any event, the extent of the warranty shall not exceed the original contract amount.



VALLEY CITY SIGN – TERMS AND CONDITIONS

The Company shall not be liable for any incidental or consequential damages if the Company's product is defective or does not conform to this exclusive warranty. In any event, the maximum amount for which the Company shall be liable to the Customer will be the price of the product.

Any claim for breach of this exclusive warranty shall be brought, if at all, no later than one year from the date of the Company's breach.

WARRANTY PROCEDURES AND REMEDIES

The Customer must notify the Company of any warranty claim in order to initiate repairs on the defective product. The notice must include the date of the installation. Upon receipt of such notice, the Company will direct that an authorized representative inspect the product and, if necessary, correct the defect in accordance with this exclusive warranty. The Company shall be held harmless from any warranty related costs without prior written approval.

Provided that the warranty procedures are followed, the Company will repair and/or replace defective products during the applicable warranty period without charge for parts or labor, unless otherwise noted. Repair and/or replacement of defective products are the Customer's remedy under the Company's exclusive agreement.

After the Company's written approval, the Company may allow the Customer to arrange for necessary repairs covered by the warranty. The maximum hourly rate that will be paid by the Company is \$55.00 for warranty labor.

EXCAVATION AND INSTALLATION

When excavation is required, typical equipment used by our installation crew includes heavy equipment such as crane trucks and augers. Unless specified on your quote, pricing does not include special methods of excavation, such as hydrovac or hand digging.

With this typical equipment, detection of lines or other items below the surface is not possible. Therefore the Company will arrange for Miss Dig to mark the surrounding area where signage is to be installed. Items not marked by Miss Dig, such as underground sprinkling, drainage pipes, fiber optic, or other underground objects, are the responsibility of the Customer to mark. The Company will accept a site plan or similar document stating the detailed location of underground lines.

The Customer agrees that the Company is not liable for any inaccurate markings or areas not covered by Miss Dig. In the unlikely event an unmarked or mis-marked utility or any other underground object is hit or damaged during the excavation process, the Customer agrees and understands to indemnify, defend and hold harmless the Company and their representatives from any damages made to the underground utilities, underground objects, and the surrounding area, that is in any way connected with the excavating, augering, or any method used for the installation of the signage, except where due to negligence on the part of the Company.

All costs incurred for repairs, additional hours needed for installation, and any miscellaneous costs involved in repairing damaged underground lines is the responsibility of the Customer, unless the damage is due to negligence on the part of the Company.

The Company will assist the Customer by pursuing a claim through Miss Dig on behalf of the Customer for the underground utilities Miss Dig is responsible for in order that the Customer is reimbursed for expenses incurred.

If the Company or their representatives hit and damage a clearly marked and identified underground utility or other underground object, then the Company will be responsible for making all necessary repairs to fix the damage. Liability is limited to the underground utility or object itself and the immediate surrounding area.

While the company is careful on lawns and around landscaping, there are times when damage is unavoidable, especially when the ground is soft. The Company



VALLEY CITY SIGN – TERMS AND CONDITIONS

will take every precaution possible to avoid damage. In the event of unavoidable damage, the customer is responsible for all repairs to lawn, sidewalks and / or landscaping.

If other unseen difficulty arises during excavation, the Company will charge the Customer on a time and material basis for all necessary equipment and labor until excavation is complete.

The Customer is responsible for letting the Company know where to put the dirt from the base holes at the Customer's site.

PRICING, PAYMENT, AND OTHER TERMS

The Customer hereby acknowledges that the work is for signage unique and limited to the Customer's needs and requirements and that the work has no salvage value to the Company. As a result, this contract when accepted is not subject to cancellation. Price quotes are subject to revision where unforeseeable building site or job conditions are encountered. Unless otherwise noted, quotes assume work is done during ordinary working hours, Monday through Friday. Disposal of existing signs is not included unless otherwise provided.

After fabrication is started, no changes will be made or allowed unless ordered in writing and the price therefore adjusted and agreed upon in writing before proceeding with the changes, if such changes affect the price. If the Company considers shop drawings necessary, it will submit said drawings to the Customer for approval.

Refurbish prices are determined based on information known at the time of quote. If after opening sign, it is determined that additional work is necessary, the Customer will be notified of the additional charge, and will be responsible for payment thereof.

Installation prices are based upon normal conditions. Quote is subject to revision

where unknown soil conditions are encountered, I.E. high water table or buried obstructions.

Pricing does not include permitting, licensure or procurement fees, which will be added. Sales or use tax or gross receipts tax, if any, payable under the laws of the State where the property is to be delivered or installed as mentioned herein, shall be added to the price quoted, unless such tax is paid directly by the Customer.

Fifty (50) percent deposit is required on all orders, unless prior approved credit. The balance is due per the customer terms.

The Company at its option may invoice each item called for in the proposal separately upon completion or, if for reasons beyond its control completion is delayed, it may invoice for that portion of work completed during any given month.

Title to all materials and property covered by this proposal shall remain with the Company and shall never be deemed to constitute a part of the realty to which it may be attached until the purchase price is paid in full. The Company is given as express chattel mortgage lien upon said materials and property shall be annexed or attached to the realty.

All payments under the terms herein are due and payable in U.S. funds at the office of the Company. In case payment is not made as agreed, the Customer agrees to pay interest on past due payments from the time they are due at the rate of 1.12% per month.

In the event the Customer (a) defaults in the prompt and timely payment of the price in accordance with the terms of this contract, (b) makes any general assignment for the benefit of creditors; (c) files any petition for or is the subject of an involuntary petition filed for any relief under any bankruptcy or insolvency laws; or (d) breaches any other covenant or representation contained herein, the Company may, at its option, immediately terminate this contract upon notice to the Customer. In such event, the Company's obligations and responsibilities



VALLEY CITY SIGN – TERMS AND CONDITIONS

hereunder shall cease and the balance of the price shall be immediately due and payable. In addition, the Company shall have the right to pursue any and all other remedies available to it at law or in equity. The Company's waiver of any default on the part of the Customer shall not constitute a waiver of subsequent defaults.

In the event this contract is placed in the hands of an attorney for collection, or if collection is by suit, or through the Probate or Bankruptcy Court, in addition to the principal and interest owing thereon, attorney fees shall be added and paid for by the Customer.

The Company shall have all other rights and remedies as may be permitted under the Uniform Commercial Code adopted in Michigan, under other laws or this contract.

The Company assumes no responsibility for the plans, designs, specification or drawings furnished by the Customer and will not be responsible for errors found therein. The Customer hereby represents and warrants to the Company that the Customer owns or has the right to use any and all trade names, trademarks, insignia and/or other designs or logos included in the specifications for the sign and will indemnify, defend and hold the Company harmless from any alleged or actual infringement of any intellectual property rights of a third party (including without limitation, any claims, damages, attorneys fees and costs) with regard to the specifications provided by the Customer.

The Customer hereby covenants and agrees to refrain from using or permitting others to use the designs, drawings and specifications developed by Valley City Sign without the Company's prior written consent.

When it becomes necessary, due to a change in the Customer's plans, that completed or partially completed items are stored past the planned installation date, any and all extra costs for handling and storage will be charged to the Customer's account. In the event that size and weight of any item prohibits storage by the Company on its own property, the Customer must arrange for shipment immediately upon completion.

The Company will not be responsible for delays in shipments caused at rolling

mill or in transportation or by labor disputes or due to any and all circumstances beyond its reasonable control.

The Customer agrees to allow the Company to secure all necessary permits and variances from the building owner and/or others, whose permission is required for the installation of the sign. The Customer assumes all liability with regard to same and all liability, public and otherwise, for damages caused by the sign or due to it being on or attached to the premises. All costs related to permits, variances, and closing lanes incurred by the Company will be charged to the Customer.

All necessary electrical wiring, outlets and connections to the sign from the building meter and/or fuse panel will be properly fused and installed at the expense of the Customer.

The Company is not liable for any costs related to failure of the primary circuit from the distribution panel to the sign hook-up. Any damages relating from primary wiring problems, and the service call to determine such damages, are solely the responsibility of the Customer.

When quote is to remove old and re-install new signage, the Company will not be held liable for damage to existing structures, unless caused by its own negligence. Standard installation procedure is to caulk holes with silicone. Unless otherwise noted, installation does not include repairing or painting any wall or structure from which an existing sign is removed. Any other maintenance will be the responsibility of the Customer.

The rights and obligations hereunder may not be assigned by the parties without the other party's prior consent. This contract shall be binding on the parties hereto, their successors and permitted assigns. This contract constitutes the entire contract between the parties and may not be changed or modified, except in writing signed by both parties. This contract is entered into under and is to be construed in accordance with the laws of the state of Michigan. Any legal action or proceeding related to this contract shall be brought exclusively in a federal or state court of competent jurisdiction in Michigan and both parties agree to submit to the jurisdiction of such courts.

