



**CITY OF JACKSON**  
**MAYOR & BOARD OF ALDERMEN STUDY SESSION**  
**Monday, May 06, 2024 at 6:30 PM**  
**Board Chambers, City Hall, 101 Court St.**

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**AGENDA**

**DISCUSSION ITEMS**

1. Tennis Court Repair & Resurfacing Project – bid tabulation
2. Pickleball Courts in City Park – engineering services proposal
3. Stage improvements at the Rock Garden and ADA Facilities in Brookside Park and City Park – engineering services proposal
4. Examples of signage for the North High Street and Deerwood Drive Roundabout
5. Police Station Janitorial Services Program – bid tabulation
6. Discussion of previously tabled items (unspecified)
7. Additional items (unspecified)

Posted on 05/03/2024 at 4:00 PM.



# MEMO

**To:** Mayor and Board of Aldermen  
**From:** Jason Lipe, Parks and Recreation Director  
**Date:** Tuesday, April 30, 2024  
**Re:** Tennis Court Resurfacing Project Bid Tabulation

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City staff solicited bids for the resurfacing of the tennis courts in the City Park. Three bids were submitted. Gunner Energy Corp. dba General Acrylics of Mt. Vernon, Illinois was the apparent low bidder with a bid of \$39,985.00. Staff has begun the evaluation process, in the hopes of recommending the awarding of a contract at the Monday, May 20 Board of Aldermen meeting.



**Tennis Court Resurfacing Project**  
**Bid Opening 1:30 PM, Tuesday, April 30, 2024**

Company	Base Bid
GENERAL ACRYLICS	\$ 39,985.00
MCCONNELL'S OF ST. LOUIS	\$ 71,620.00
PRECISION STRIPING	\$ 46,900.00

Witness: 



BACON | FARMER | WORKMAN

ENGINEERING & TESTING, INC.

3437 WILLIAM STREET | CAPE GIRARDEAU, MO 63701

May 1, 2024

Mr. Jason Lipe, Parks and Recreation Director
City of Jackson
101 Court Street
Jackson, MO 63755

RE: Jackson City Parks
Scope of services and estimated costs for work orders under existing master agreement for the following locations:
New Pickleball Courts and Improved Tennis Courts on Parkview Street

Dear Jason,

Based on our previous conversations and site visits we are proposing the following:

Table with 2 columns: Items of work, Estimated Cost. Rows include: Design of 4 pickleball courts... (\$30,040.00), Surveying for this location... (\$3,000.00), Total Costs (\$33,040.00)

Deliverables: BFW will provide detailed plans, specifications, and estimates for the City's use in seeking bids for the construction of the above noted facilities improvements.

Completion: All above-described deliverables will be completed prior to October 1, 2024 for the City's use in advertising and soliciting bids.

We appreciate the opportunity to provide services to the City of Jackson.

Sincerely,

Bacon Farmer Workman Engineering & Testing, Inc

[Handwritten signature]

Mark Workman, Executive Vice President



**BACON | FARMER | WORKMAN**  
**ENGINEERING & TESTING, INC.**  
 3437 WILLIAM STREET | CAPE GIRARDEAU, MO 63701

May 1, 2024

Mr. Jason Lipe, Parks and Recreation Director  
 City of Jackson  
 101 Court Street  
 Jackson, MO 63755

RE: Jackson City Parks  
 Scope of services and estimated costs for work orders under existing master agreement for the following locations:  
 ADA facilities at Brookside Pavilion and City Park Basketball Court  
 Stage Area Improvements at Outdoor Amphitheater at City Park Rock Garden

Dear Jason,

Based on our previous conversations and site visits we are proposing the following:

<u>Items of work</u>	<u>Estimated Cost</u>
Design of Stage improvements and ADA ramp locations:	\$24,960.00
Estimated based on the following:	
120 hours of design - 14,400.00	
80 hours of technical drawing - 5760.00	
30 hours of project management - 4800.00	
Surveying for all locations and processing of data:	<u>\$3,000.00</u>
<b>Total Costs</b>	<b>\$27,960.00</b>

Deliverables: BFW will provide detailed plans, specifications, and estimates for the City’s use in seeking bids for the construction of the above noted facilities improvements.

Completion: All above-described deliverables will be completed prior to October 1, 2024 for the City’s use in advertising and soliciting bids.

We appreciate the opportunity to provide services to the City of Jackson.

Sincerely,

Bacon Farmer Workman Engineering & Testing, Inc

Mark Workman, Executive Vice President



# City of Jackson

**TO:** Mayor and Board of Aldermen

**FROM:** Janet Sanders, Director of Public Works

**DATE:** May 2, 2024

**RE:** Deerwood Roundabout Center Island – Continued Discussion

This agenda item is a continuation of the ongoing process of determining aesthetic improvements for center island of the Deerwood roundabout. In two previous study session discussions, the Board expressed the desire to have a monument sign and landscaping.

I recently met with Marty Platz of Coast-to-Coast Signs about monument sign options, hoping to learn rough cost estimates for different types of signage. Coast to Coast has provided several attached options, but cannot provide rough estimates for all options. If the Board will select one or two favorites, they will then provide estimates for those signs. Mr. Platz did provide an example cost for a pillar-style sign they previously constructed in downtown Cape. It is shown below. That sign was upwards of \$80,000, including the surrounding block planter.

Once a complete island design is developed, it must be submitted to MODOT for approval, a process which MODOT says may be rather lengthy. They have recommended that we complete a design soon to submit for approval.

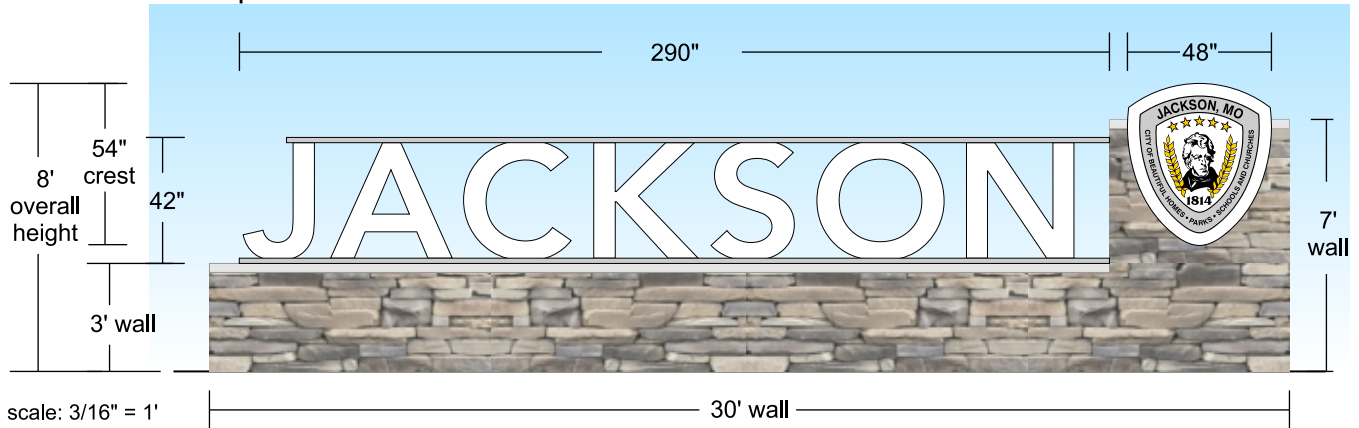
Once a sign is selected, landscaping plans can be solicited to complement the signage.





ILLUMINATED NIGHT VIEW

Option A

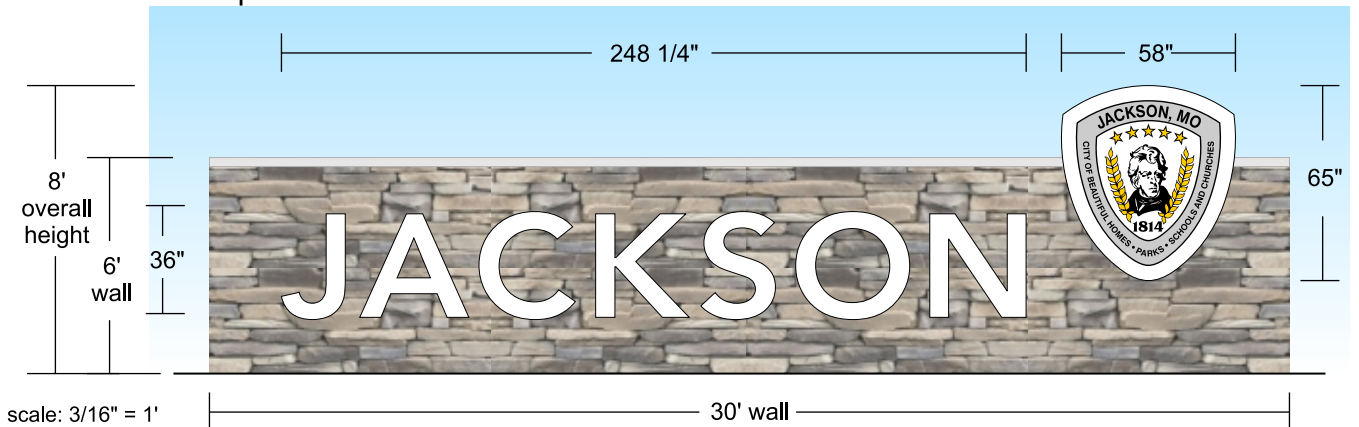


scale: 3/16" = 1'



ILLUMINATED NIGHT VIEW

Option B



scale: 3/16" = 1'

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**Coast to Coast Signs**  
 3180 East Outer Road North • Scott City, MO 63780  
 573-335-3939 • 1-888-335-3939 • Fax: 573-335-6070

**ISA**  
 INTERNATIONAL SIGN ASSOCIATION  
**MSSA**  
 MID-SOUTH SIGN ASSOCIATION INC.

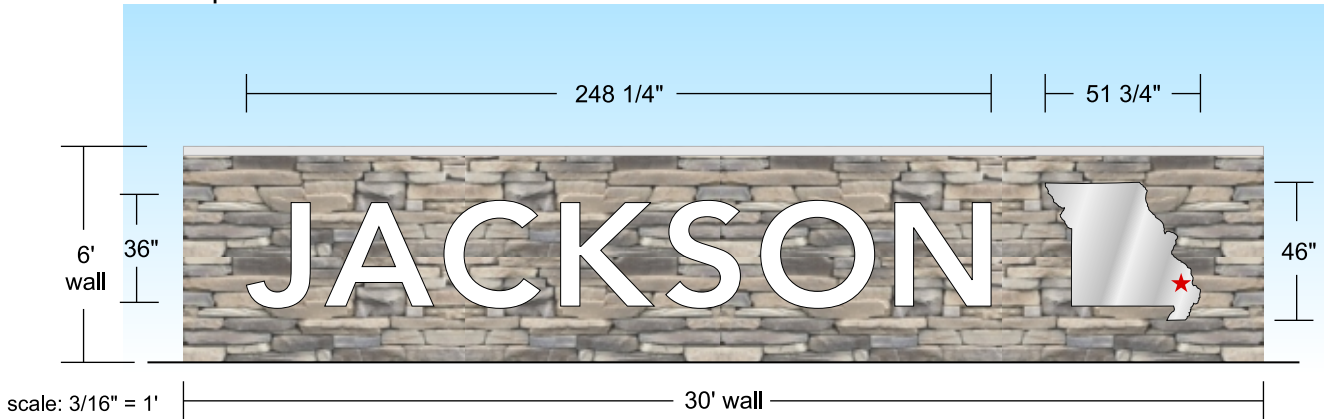
<b>CUSTOMER APPROVAL</b>	<b>DATE</b>	<b>SALES:</b> MARTY PLATZ mplat@coastcoastsigns.com
<b>REVISIONS &amp; REMARKS</b>		<b>DRAWN BY:</b> JENNIFER MASTERS
<small>This is an original unpublished drawing, created by Coast to Coast Signs. It is submitted for your personal use in connection with the project being planned for you by Coast to Coast Signs. It is not to be shown to anyone outside your organization, nor is it to be used, reproduced, copied or exhibited in any fashion whatsoever. All or any part of this design (except registered trademarks) remain the property of Coast to Coast Signs.</small>		

<b>DATE:</b>	4/30/24
<b>DESIGNED FOR:</b>	JACKSON ROUNDABOUT
<b>LOCATION:</b>	JACKSON, MO
<b>CONTACT:</b>	
<b>SCALE:</b>	
<b>FILE NAME:</b>	23161r2-wall&letters
<b>Terms: 50% down, with balance due upon completion.</b>	



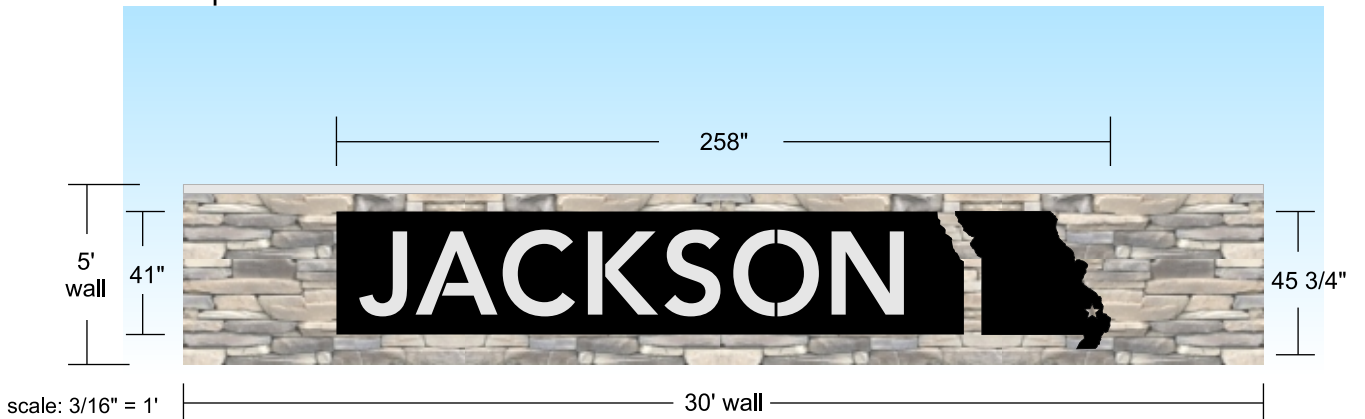
ILLUMINATED NIGHT VIEW

Option C



ILLUMINATED NIGHT VIEW

Option D



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# City of Jackson

**MEMO TO:** The Honorable Mayor Dwain Hahs and  
Members of the Board of Aldermen

**FROM:** Rodney Bollinger, Administrative Services Director 

**DATE:** April 30, 2024

**SUBJECT:** Police Station Janitorial Service Program  
Bid Tabulation

The City requires professional janitorial services to assist its staff with cleaning maintenance at the Jackson Police Station located at 202 West Jackson Boulevard. The contractor will be responsible for the janitorial upkeep and cleanliness of the building (approximately 18,000 s.f). This Program consists of furnishing all labor, tools, equipment, and materials necessary to complete standard periodic janitorial services, including but not limited to cleaning, vacuuming, and other tasks, for a three-year period. The Police Station will be serviced by the contractor on Monday, Wednesday, and Friday between the regular business hours of 8:00 a.m. – 4:00 p.m.

Attached please find a copy the bid tabulation sheet for the above referenced services program. Only (1) bid was received and opened at City Hall on Tuesday, April 23<sup>rd</sup>, at 10:00 a.m.

Clean Slate Cleaning Service, of Cape Girardeau, Missouri, is the apparent low bidder at \$1,440.00 per month for a three (3) year period.

The bid has been reviewed by Police Department Administrative Assistant Rachel Coleman, and her recommendation is to award this contract. Therefore, City staff respectfully requests that the Board accept their bid and award the contract on Monday, May 20<sup>th</sup> in regular session.

Thanks for your time and consideration of this information. As always, please feel welcome to contact me should you have any questions or comments.

**CITY OF JACKSON, MISSOURI  
POLICE STATION JANITORIAL SERVICES PROGRAM  
BID OPENING: TUESDAY, APRIL 23, 2024, 10:00 A.M.**

**BID TABULATION SHEET**

**Contractor**

**Bid Amount (Per Monthly Event):**

Clean Slate Cleaning Service

\$ 1,440.00

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_

\$ \_\_\_\_\_

Opened by: 

Witnessed by: Rachel Coleman