

CITY OF STORM LAKE, IOWA

REQUEST FOR QUOTES (RFQ)

Project Title: City of Storm Lake Downtown Blade Sign Bracket Grant Program

Issuing Department: Admin/Development Services

Total Available Program Funding: \$30,000

Issue Date: Tuesday, September 15, 2026

Submission Deadline: Thursday, October 1, 2026

1. Project Overview & Objective

The City of Storm Lake is seeking qualified contractors or signage professionals to submit written quotes for the supply and professional installation of exterior metal blade sign brackets on commercial storefronts within the Central Business District.

This initiative aims to enhance the aesthetic character, foot traffic visual appeal, and signage uniformity across downtown commercial properties. The total allocated grant funding pool for this program is **\$30,000**. The City intends to contract for a per-unit supply and installation rate to maximize the number of participating properties served under the program budget.

2. Scope of Work

The selected contractor will be responsible for providing all labor, materials, tools, equipment, hardware, and safety controls necessary to carry out the following:

1. **Bracket Supply:** Source and supply durable, commercial-grade, weather-resistant metal blade sign brackets suitable for exterior mounting.
2. **Site Assessment & Method Selection:** Evaluate wall construction types (e.g., historical brick, masonry, stone, wood, metal paneling) on target commercial buildings to determine appropriate, non-destructive attachment methods.
3. **Professional Installation:** Anchor and install metal blade brackets safely to building facades at specified mounting heights according to local building codes and manufacturer specs.

4. **Clean-Up & Remediation:** Ensure all mounting points are sealed against weather exposure and all work debris is cleared upon completion.

3. Submission Requirements

All submitted quotes must include the following documentation and details to be considered responsive:

A. Bracket Specifications & Product Examples

- Visual cut-sheets, photos, or catalog examples of the proposed commercial-grade metal blade sign bracket(s) (including dimensions, finish/coating, load capacity, and color options).

B. Cost Proposal Breakdown

Provide a clear unit-based price breakdown as follows:

- **Cost Per Bracket:** Price per individual metal bracket unit.
- **Cost Per Installation:** Labor and hardware cost per individual bracket mounting.
- **Total Unit Rate:** Combined cost (Bracket + Installation) per building.
- **Estimated Project Capacity:** Number of completed bracket installations achievable within the maximum **\$30,000** total budget allocation.

C. Installation Methodology

- A detailed explanation of the proposed installation methods, including fastener types, anchoring hardware, masonry anchors, weatherproofing/sealants used, and structural considerations for historic or brick facades.

D. Insurance, Permits & Liability Compliance

- **Certificate of Insurance (COI):** Proof of valid Commercial General Liability insurance (minimum \$1,000,000 per occurrence / \$2,000,000 aggregate). If awarded, the City of Storm Lake must be named as an additional insured.
- **Sign Permit:** Upon award, the contractor must obtain a sign permit prior to commencing work.
- **Right-of-Way Permit:** Upon award, the contractor must secure a right-of-way permit prior to commencing work.
- **Signed Hold Harmless Agreement:** A completed and signed Indemnification and Hold Harmless Agreement (provided in Section 6 below) releasing the City of Storm Lake from any and all liability related to the bracket supply, installation work, or long-term attachment.

4. Schedule & Submission Instructions

Quotes must be delivered via email or hard copy no later than **October 1, 2026, at 4:00 p.m.** to:

Attn: Lee Dutfield

City of Storm Lake

620 Erie Street, P.O. Box 1086

Storm Lake, IA 50588

Email: dutfield@stormlake.org

Phone: 712-732-8000

5. Quote Pricing Form

Contractors may submit this form or attach an itemized company proposal containing the same line items.

Line Item	Description	Unit Price
01	Heavy-Duty Metal Blade Sign Bracket (Material Unit Cost)	\$_____ / unit
02	Hardware, Anchors, & Sealants (Per Installation)	\$_____ / unit
03	Professional Installation Labor (Per Building)	\$_____ / unit
TOTAL	Combined Supply & Installation Cost per Location	\$_____ / unit

- **Proposed Bracket Model / Dimensions:**

- **Maximum Installations Achievable within \$30,000 Budget:** _____ Units

6. Hold Harmless & Indemnification Agreement

(Must be signed and returned with quote submission)

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

Storm Lake Downtown Blade Sign Bracket Grant Program

PARTIES:

This Agreement is entered into this ____ day of _____, 20__, by and between the **City of Storm Lake, Iowa**, a municipal corporation (hereinafter referred to as the "**City**"), and _____, a commercial business entity located at _____, IA (hereinafter referred to as the "**Indemnitor**").

RECITALS:

1. **WHEREAS**, the City of Storm Lake ("City") is administering a commercial storefront initiative within the Central Business District involving the supply, site assessment, structural anchoring, and professional installation of exterior metal blade sign brackets; and
2. **WHEREAS**, the undersigned contractor ("Contractor") has submitted a proposal or executed a contract to perform work under this program, including sourcing hardware, evaluating wall construction types, installing brackets, applying weatherproofing, and securing required municipal permits; and
3. **WHEREAS**, as a condition of project award and authorization to perform work on commercial property and public right-of-way, the City requires Contractor to hold harmless, defend, and indemnify the City from any and all liability, claims, or damages resulting from or related to the bracket supply, installation, or ongoing attachment.

NOW, THEREFORE, in consideration of the award of contract and mutual covenants herein, Contractor agrees as follows:

1. Indemnification & Release

Contractor shall defend, indemnify, and hold harmless the City of Storm Lake, its elected officials, officers, employees, agents, and volunteers from and against any and all claims, demands, liabilities, suits, losses, damages, fines, legal fees, or costs arising out of, resulting from, or alleged to arise from:

- The selection, supply, material quality, or structural capacity of the metal blade sign brackets provided.
- Site evaluations, structural drilling, anchoring methods, facade modifications, weather-sealing, or clean-up activities.
- Property damage to commercial storefronts, historical masonry, or neighboring properties during or following installation.
- Bodily injury, personal injury, or property damage occurring during performance or resulting from the long-term attachment, maintenance, failure, or detachment of installed brackets.
- Failure to obtain or maintain valid Sign Permits, Right-of-Way Permits, or required liability coverage.

2. Duty to Defend

Contractor agrees, at its sole cost and expense, to assume the defense of any administrative claim, demand, or court action brought against the City covered under Section 1, employing legal counsel reasonably acceptable to the City.

4. Insurance Requirements

The Indemnitor shall maintain a policy of Commercial General Liability insurance with limits of not less than \$1,000,000 per occurrence. The City of Storm Lake shall be named as an **Additional Insured** on said policy. A Certificate of Insurance proving this coverage must be filed with the City Clerk prior to the installation of any exterior metal blade sign brackets or signage.

5. Governing Law

This Agreement shall be construed, interpreted, and governed by the laws of the State of Iowa. Any legal action arising out of this Agreement shall be filed in the Iowa District Court for Buena Vista County.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

INDEMNITOR (Business Representative):

Signature: _____

Printed Name: _____

Title: _____

CITY OF STORM LAKE, IOWA:

Signature: _____

Printed Name: _____

Title: City Manager