

HEBER PUBLIC UTILITY DISTRICT

REPORT TO BOARD OF DIRECTORS

MEETING DATE: June 12, 2025

FROM: Madeline Dessert, General Manager

SUBJECT: Approve Purchase of an Electric Sign for the Recreation Center

ISSUE:

Shall the Board of Directors approve the purchase of an Electric Sign for the Recreation Center not to Exceed \$20,800.

GENERAL MANAGERS RECOMMENDATION:

In 2021, the Heber Public Utility District (HPUD) was awarded \$48,300 by the United States Department of Agriculture – Rural Development under the Community Facilities Program Grant to support the paving of the Recreation Center. In 2022, HPUD conducted a competitive bidding process and awarded the paving contract to SLA Paving, which submitted the most cost-effective proposal. Due to the competitiveness of SLA's bid, the project was completed under budget, allowing for a portion of the grant funds to remain available for related improvements.

FISCAL IMPACT:

The cost of the Electric Sign will not exceed the reimbursement limit from USDA, which is \$20,800.

CONCLUSION:

It is recommended HPUD BOD approves this purchase.

ALTERNATIVES:

1. Do not authorize purchase
2. Provide alternative direction to staff

Respectfully Submitted,

Madeline Dessert

General Manager



120 N 4th street
El Centro, CA 92243
442-283-5332
www.signfactory.org

PROPOSAL

250402-01

Date: 06/05/2025
Expires: 07/31/2025
Drawing Numbers: 250402-01

Project: Heber Public Utility District - Double
Sided Pole Sign
1078 Dogwood Rd Suite 103
Heber, CA 92249

Client: Heber Public Utility District
1078 Dogwood Rd #103
Heber, CA 92249

Contact: Jacob Bermudez (760) 482-2440 jbermudez@heber.ca.gov

We are pleased to offer this proposal for the following services at the above location.

Project Description:

Item Total:

(1) LIGHTBOX SIGN: "HEBER PUBLIC UTILITY" (DOUBLE SIDED)

\$17,205.00

- Dimensions: 96in Wide x 48in High x 20in Depth
- Material: Full color printed translucent vinyl with UV overlaminate on polycarbonate sign faces
- Graphics: Full color printed graphics
- Technology: LED lights, power supply, wiring, and photocell
- Electrical: Run wiring from sign to footing, within 10ft.
- Sign pole: 6" diameter x 23' long (5' buried, 18' above ground) overall height of sign 18 feet.
- **C-10 electrical contractor work not included (trenching, running electrical and conduit, service panel work)**

(1) LABOR & INSTALLATION

- Installation of pole sign will be held at Heber Public Utility District (HPUD) Recreation Center: **156 Littlefield Way, Heber, CA 92249**
- Dig new footing, pour concrete and install a new 6" in diameter steel sign pole x 23 foot overall height painted orange. 5' of the sign pole will be buried in concrete and 18' will be above ground.
- Concrete footing/foundation and sign pole are included in this quote
- Furnish and install one double sided (2 faces) lightbox cabinet sign on a new sign pole.
- Dig Alert
- Final city inspection

(1) CIVIL ENGINEERING

Salesperson: Omar Pacheco

Buyer_____Seller_____



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- Not Included

(1) ARTWORK SET UP

- Print file preparation
- Permit spec sheets

Deposit Rate: 50%
Deposit: \$8,868.15

Subtotal: \$17,205.00
Tax: \$531.30
Total: \$17,736.30

- Orders under \$1,000.00 dollars require full payment for order processing.
- We accept all major credit cards.
- There is a 3% convenience fee when paying with credit or debit card.

Please remit payments to:

Sign Factory

120 N. 4th Street

El Centro, CA 92243

TERMS AND CONDITIONS

- Turn around time varies by product: We require quote/contract is signed, proof is signed, payment/deposit and/or purchase order has been received and city permits have been approved (if city permit is required).
- Purchaser agrees to buy, and seller agrees to sell upon terms stated herein, and according to price and description herein set forth, balance to be paid on installation or delivery of goods. Payments are to be made

Salesperson: Omar Pacheco

Buyer_____Seller_____



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to Sign Factory 120 N. 4th Street El Centro, CA 92243.

- Signage shall remain the property of Sign Factory until full payment has been made by the buyer. Sign Factory will retain the title to the property until balance is paid in full as a security interest. While title to the property is retained by Sign Factory. Purchaser shall not remove goods from place where delivered or installed without written consent of Sign Factory first hand and obtained. In event of non-payment, Sign Factory or its option may repossess property without legal proceedings, or at its option, may also institute any legal action to its interest in accordance with the California Commercial Code. Purchaser consents that Sign Factory may enter premises to remove goods, notwithstanding goods may be attached to other property. In the event Sign Factory places this contract in the hands of an attorney for collection or enforcement, then purchaser agrees to pay costs, together with a reasonable attorney's fee and any expenses necessarily incurred by Sign Factory. If suit is necessary, it shall be filed in Imperial County, CA.
- Purchaser agrees to pay a late charge of 3% of the unpaid balance hereunder, with a minimum charge of \$2.00 in any month in which payment is not made on time.
- In the event of cancellation by purchaser, 25% of the amount of this contract will be charged to the purchaser, which amount is recognized as liquidated damages for loss suffered by the Sign Factory and not as a penalty.
- No work will be done nor materials furnished other than specified in this contract.
- This contract shall not be binding upon the seller unless approved by an officer of the company. Agreements made with Sign Factory workmen will not be recognized or binding upon Sign Factory
- All labor and materials will be supplied in accordance with specifications submitted and listed above.
- Any alterations from above specifications requiring extra cost will only be executed upon written order.
- Sign Factory may not be held responsible for schedule delays resulting from accidents, poor weather, or occurrences beyond our control. Liquidated damages will be void as a result of such delay.
- Electrical, if required for signage, will be supplied within 6' of the sign.
- Unforeseen conditions affecting the installation of contracted signage shall be the responsibility of the Buyer.
- Animal and Insect Remediation Policy: For the safety of our technicians and to ensure proper installation, all work areas, including but not limited to attic crawl spaces, interior sign cabinets, pylon signs, and monument signs, must be free of insects and animals (such as bees, hornets, wasps, rats, and mice) before we can commence sign installation or electrical work. If such an encounter occurs, the property owner or tenant will be responsible for their immediate removal. Our services will be paused until the area is clear, and a return trip fee, along with any additional day(s) rental equipment fees, will be charged.

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- If the signage is discontinued for any reason, Permit plan check fee (city fee) shall be paid by the buyer.
- All bids are valid for 30 days after which costs are re-evaluated and cost may be adjusted.
- This proposal is for the specified services. Additional labor to remove existing structures or special installations may incur additional fees.
- All signs include a 12 month warranty on parts and labor. (Some signs may be excluded from warranties)
- There is no warranty on labor for installing material that was not provided by Sign Factory.

VINYL GRAPHICS TERMS AND CONDITIONS

- Turn around time varies by product: We require quote/contract signed, design proof is signed, payment/deposit and/or purchase order has been received..
- Placement can vary up to 2" from mock up.
- Upon completion of vinyl installation, no visible imperfections (zippers, bubbles, wrinkles) shall be seen when standing 4' feet away.
- Seams and relief cuts are acceptable and at the installer's discretion.
- Emblems may be removed and disposed of at the installer's discretion and with vehicle owner's approval.
- Removal of vehicle parts may be required at installer's discretion and with vehicle owner's approval. (Additional labor cost will be applied)
- Some surfaces such as rubber, some plastics, some chrome, or silicone will not be covered.
- Handles, wheel wells, mirrors, hinges, slider rails, latches and rails are not covered.
- Visible squeegee strokes on vinyl is possible.
- There may be approximately 1/8" of visible body paint around trimmed areas such as headlights, handles, moldings etc.
- Vehicles with knock outs will have about 1/4" of uncovered areas around the frame.
- Trim work shall be clean and unjagged.
- Vehicle will be post heated, there shall be no lifted edges and no patches on the vehicle.
- After-market parts such as spoilers, running rails, and hood scoops are not included.
- The intention is a cleanly installed, legibly read, advertisement that lasts up to 5 years with proper care. It is not intended to be an OEM factory installed or color change effect installation.
- 12 month warranty is included on commercial and personal vehicles. (Off-road vehicles are excluded)
- 6 month warranty is included on watercraft vehicles (such as: boats and jetski's)

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-There is no warranty on labor for installing material that was not provided by Sign Factory.

Exclusions:

Sign permits cost, structural engineering, civil engineering, electrical engineering, traffic control equipment, lane closures, traffic control flaggers, traffic control plans and permits are not included in the above quote and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others.

DIR# [1000023447](#)

CA Lic# 985388 B, C-10, C-45, C-61, D-42

AZ Lic# 343609 CR-11

AZ Lic# 314728 CR-38

Salesperson: Omar Pacheco

Buyer's Acceptance _____ Title _____ Date _____

Seller's Acceptance _____ Title _____ Date _____

Qty: 1

Double Sided Pole Sign

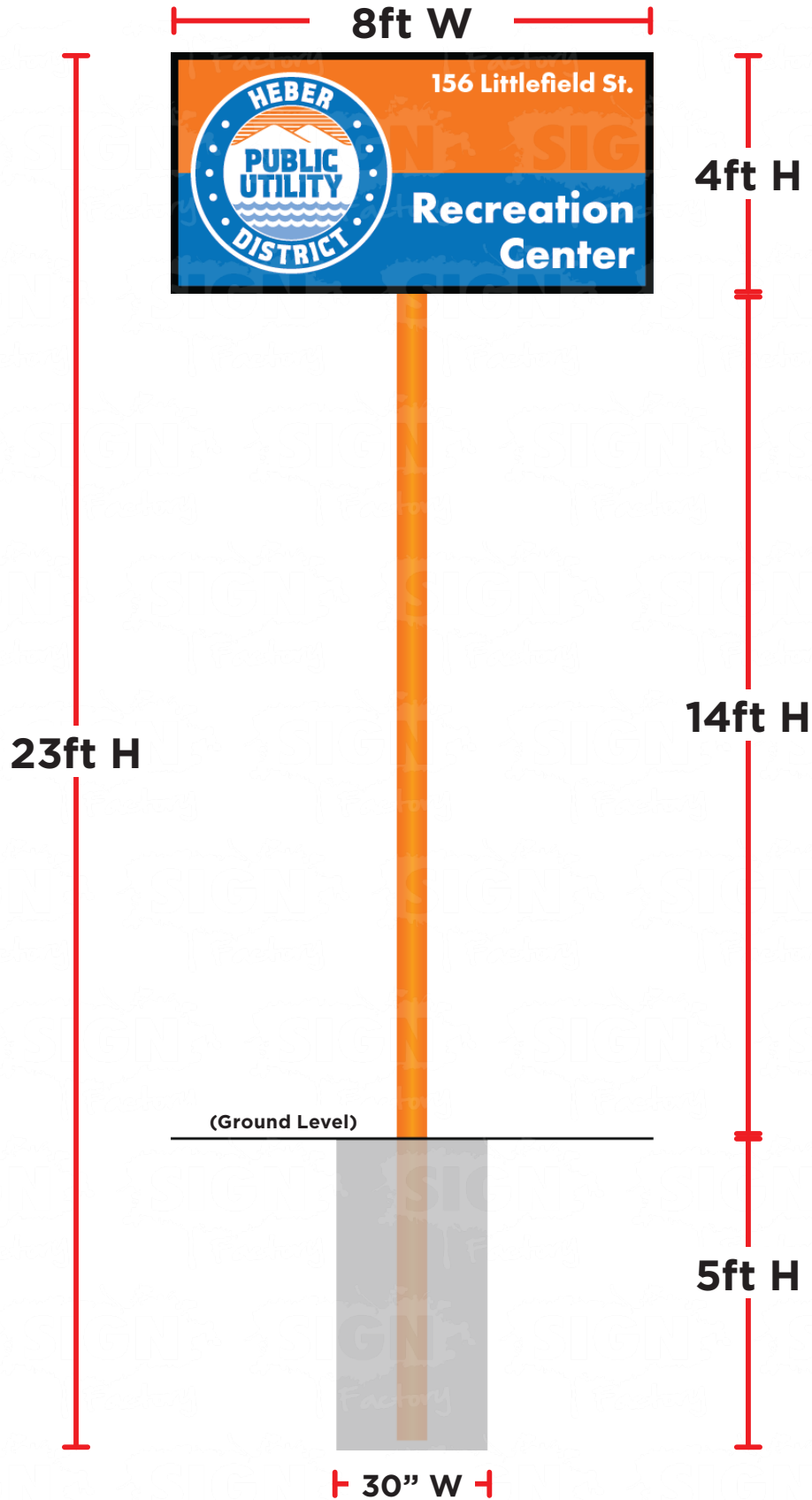
Lightbox Cabinet



48" H

18" Depth

96" W







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PROPOSAL

250388-01

Date: 05/29/2025
Expires: 06/30/2025
Drawing Numbers: 250388-01

Project: Heber Public Utility District - Single
Sided Digital Display
1078 Dogwood Rd Suite 103
Heber, CA 92249

Client: Heber Public Utility District
1078 Dogwood Rd #103
Heber, CA 92249

Contact: Jacob Bermudez (760) 482-2440 jbermudez@heber.ca.gov

We are pleased to offer this proposal for the following services at the above location.

Project Description:

Item Total:

(1) DIGITAL DISPLAY: SINGLE SIDED OPTECT (NF-MOD-16-RGB-Z-P-S-QR)

\$17,700.00

- Number of displays: 1 Display, Single Face
- Color processing: RGB 281 Trillion Levels-M
- Character size: 4.4 Inches
- # of Lines/Char. Line: 6 line(s), 20 characters
- Matrix Size: 45 x 120
- Cabinet size: 6'-3 9/16in Wide x 2'-4 3/8in High x 6 11/16in Depth
- Viewing area: 6' 3 9/16in Wide x 2'-4 3/8in High

LED / Pixel specifications

- LED pixel pitch: 16.0 mm
- Brightness: 10000 Nits Calibrated ($\pm 5\%$)
- Viewing angle: 140 degrees horizontal
- LED's per pixel: Red: 1 Green: 1 Blue: 1

Accessories / Communication

- Warranty: 5 years on parts, 1 year on labor
- Software: MeCloud Lifetime
- Software Upgrade: Lifetime Software Upgrades
- Software training: Webinar
- Communication devices: Included
- Communication type: Wireless cellular data plan with life of sign

Electrical requirement

- AC power required: Single phase 120V or 240V 50/60Hz

Salesperson: Omar Pacheco

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- Total Boot Up Amps: 5.4 amps

(1) LABOR & INSTALLATION

- Relocate existing exterior light above "HPUD" letters (Approx. 75in up from current location)
- Installation (mounting & electrical wiring) of the single sided digital display sign will be held at the Heber Public Utility District Recreation Center like shown on the mockup located at: **156 Littlefield Way, Heber, CA 92249**
- **This is a prevailing wage project**

Deposit Rate: 50%
Deposit: \$9,345.00

Subtotal: \$17,700.00
Tax: \$990.00
Total: \$18,690.00

- Orders over \$1,000.01 dollars require a 50% deposit payment, signed contract and signed mockups to process the order, balance is due upon installation completion.
- We accept all major credit cards.
- There is a 3% convenience fee when paying with credit or debit card.
- Interest of 3% per month will be charged on all accounts not paid in full within 30 days of invoice date.

Please remit payments to:

Sign Factory
120 N. 4th Street
El Centro, CA 92243

TERMS AND CONDITIONS

- Turn around time varies: We require 8 - 10 weeks after the quote/contract is signed, proof is signed,

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payment/deposit and purchase order has been received.

-Purchaser agrees to buy, and seller agrees to sell upon terms stated herein, and according to price and description herein set forth, balance to be paid on installation or delivery of goods. Payments are to be made to Sign Factory 120 N. 4th Street El Centro, CA 92243.

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-Purchaser agrees to pay a late charge of 3% of the unpaid balance hereunder, with a minimum charge of \$2.00 in any month in which payment is not made on time.

-In the event of cancellation by purchaser, 25% of the amount of this contract will be charged to the purchaser, which amount is recognized as liquidated damages for loss suffered by the Sign Factory and not as a penalty.

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-Electrical, if required for signage, will be supplied within 6' of the sign.

-Unforeseen conditions affecting the installation of contracted signage shall be the responsibility of the Buyer.

-Animal and Insect Remediation Policy: For the safety of our technicians and to ensure proper installation, all work areas, including but not limited to attic crawl spaces, interior sign cabinets, pylon signs, and monument signs, must be free of insects and animals (such as bees, hornets, wasps, rats, and mice) before we can

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Buyer_____Seller_____



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commence sign installation or electrical work. If such an encounter occurs, the property owner or tenant will be responsible for their immediate removal. Our services will be paused until the area is clear, and a return trip fee, along with any additional day(s) rental equipment fees, will be charged.

-If the signage is discontinued for any reason, Permit plan check fee (city fee) shall be paid by the buyer.

-All bids are valid for 30 days after which costs are re-evaluated and cost may be adjusted.

-This proposal is for the specified services. Additional labor to remove existing structures or special installations may incur additional fees.

-All signs include a 12 month warranty on parts and labor. (Some signs may be excluded from warranties)

-There is no warranty on labor for installing material that was not provided by Sign Factory.

Exclusions:

Sign permits cost, structural engineering, civil engineering, electrical engineering, traffic control equipment, lane closures, traffic control flaggers, traffic control plans and permits are not included in the above quote and if required shall be invoiced on a time and material basis. Electrical services to the proposed sign(s), unless specifically quoted above, is assumed to be existing or provided by others.

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CA Lic# 985388 B, C-10, C-45, C-61, D-42

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Buyer's Acceptance _____ Title _____ Date _____

Seller's Acceptance _____ Title _____ Date _____

Qty: 1

Single Sided Digital Display



28.375" H

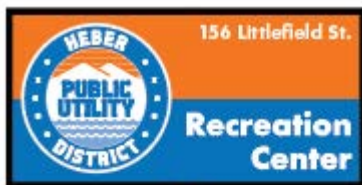
6.6" Depth

75.5" W

- **SAMPLE GRAPHIC ONLY**
- **The digital display includes software for creating or uploading your own content.**

Mockup Example





Quote



CNS Signs
265 W State St
El Centro CA 92243-2533
Tel. (760) 693-5245 / (760) 693-5339

Date	Quote #
6/5/2025	652

Name / Address	Job Location
Dogwood Elementary 44 E Correll Rd, Heber, CA 92249	

Project	P.O. #	Ordered By	Sales Rep	Due Date
		Juan Cruz	ITZV	9/5/2025

Item	Description	Qty	Cost	Total
Labor	Pressure washer service for cleaning a dusty sign, including removal of dust, dirt, and debris to restore the sign's appearance. The service utilizes high-pressure water to ensure thorough cleaning and a fresh, like-new look.	1	175.00	175.00

Subtotal \$175.00

Sales Tax (8.25%) \$0.00

Total \$175.00

50% Down Payment required.

Delivery times vary depending on the type of installation. The regular manufacturing and installation time is between 5 to 15 business days after the city approves the permit, if required.

Should a city permit be required, the total cost for it will be added to your final invoice. If, during installation, CNS Signs determines that additional parts or repairs are necessary, these will be included in the final invoice. Materials and workmanship defects shall be guaranteed for a period of one year from date of installation. Important notice: Contractor is a fully licensed and bonded C45 Electric Sign Contractor in the State of California as required by law. We will provide you with compensation insurance certificated and auto liability in the amount of \$1,000,000.00 for your protection.

Accepted By / Date: _____

Proposed sign 36" X 96" WATCHFIRE DIGITAL SCREEN



CONTACT INFO

HEBER RECREATION CENTER

JUNE 2025

PROJECT DESCRIPTION

Design, fabrication and installation.

Sales Carlos Vera

Design # 1

APPROVAL

Check for accuracy of all information before approving. CNS SIGNS will not be responsible for discrepancies or complications that could have been reasonably prevented by the proper review of this document. Without signed approval we will not proceed.

Colors shown on this sketch may be different from finished product. We cannot be held responsible for sign

colors not matching proof. Photos are for visual reference only, size and placement of sign may vary as well.

To revise anything, reply by email to carlos@cnsigns.com or call to the office: (760) 693-5245 and we will email you a revised layout within 1-2 days.

SIGNATURE

PRINTED NAME

DATE

UL CERTIFIED

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or applicable local codes. This includes proper grounding and bonding of the sign. The location of the disconnect switch after installation shall comply with Article 600.6(A) (1) of the National Electrical Code.

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265 W. State St. El Centro, CA 92243
760-693-5245 * carlos@cnsigns.com

Proposed sign 36" X 72" WATCHFIRE DIGITAL SCREEN



CONTACT INFO

HEBER RECREATION CENTER

JUNE 2025

PROJECT DESCRIPTION

Design, fabrication and installation.

Sales Carlos Vera

Design # 1

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