

**Louisville Metro Council City Agency Request**  
**Neighborhood Development Fund (NDF)**  
**■ Capital Infrastructure Fund (CIF)**  
**Municipal Aid Program (MAP)**  
**Paving Fund (PAV)**

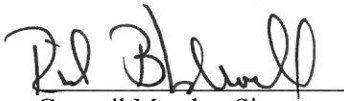
**Primary Sponsor:** Rick Blackwell

**Amount:** \$1,865.00 **Date:** September 13, 2017

**Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):**  
Funding is for fabrication and installation of signage recognizing the Vietnam Veteran Memorial and its history. The Memorial is located at the Metro-owned Southwest Government Center in District 12

**City Agency:** Facilities Management  
**Contact Person:** Mark Zoeller  
**Agency Phone:** 502.574.0104

**I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose and have the attached documentation from the receiving department concerning the project/expenditure.**

12   \$1,865.00 9-14-17  
District # Council Member Signature Amount Date

**Approved by:** \_\_\_\_\_  
Appropriations Committee Chairman Date  
**Clerk's Office & OMB Use Only:**  
Request Amount: \_\_\_\_\_ Amended Amount: \_\_\_\_\_  
Reference #: \_\_\_\_\_ To OMB: \_\_\_\_\_  
Budget Revision #: \_\_\_\_\_  
Account #: \_\_\_\_\_  
To Project Manager: \_\_\_\_\_ Completion Date: \_\_\_\_\_  
Actual Cost: \_\_\_\_\_ Funds Returned: \_\_\_\_\_

## NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

**Interagency Name:** Facilities Management

**Program/Project Name:** Vietnam Veteran Memorial Signage

	Yes/No/NA
<b>Request Form:</b> Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA <input type="checkbox"/>
<b>Request Form:</b> If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA <input type="checkbox"/>
<b>Request Form:</b> If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	NA <input type="checkbox"/>
<b>Funding Source:</b> If CIF is being requested, does Metro Louisville own/will own the real estate, building or equipment? If not, the funding source is probably NDF.	Yes <input type="checkbox"/>
<b>Funding Source:</b> If CIF is being requested, does the project have a useful life of more than one year? If not, the funding source is probably NDF.	Yes <input type="checkbox"/>
<b>Ordinance Required:</b> Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	NA <input type="checkbox"/>
<b>Ordinance Required:</b> Is the request a transfer from NDF to cost center? If so, is the amount given for the fiscal year \$25,000 or less?	NA <input type="checkbox"/>
<b>Supporting Documentation:</b> Does the attachment include a valid estimate and description of cost?	Yes <input type="checkbox"/>

**Submitted by:** Jim McAnulle

**Date:** 9/13/17

## McQuillen, Liz

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**From:** Zoeller, Mark  
**Sent:** Tuesday, September 12, 2017 3:43 PM  
**To:** McQuillen, Liz  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Yes, ma'am.

We aren't technically part of PWA anymore. We are our own division, Facilities Mgmt. Let me know when you need an account to transfer to.

I spoke with the Signs guy and he will work on artwork to get approval from you and Mr. Gillespie.

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**From:** McQuillen, Liz  
**Sent:** Tuesday, September 12, 2017 3:39 PM  
**To:** Zoeller, Mark  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Great!

We'll get the paperwork started so that we can appropriate the funding to Public Works. Should I list you as the contact?



**Liz McQuillen** | Legislative Aide  
Office of Councilman Rick Blackwell  
601 W. Jefferson Street | Louisville, KY 40202  
p: (502) 574-1112 f: (502) 574-3363  
[www.RickBlackwell.com](http://www.RickBlackwell.com)

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**From:** Zoeller, Mark  
**Sent:** Tuesday, September 12, 2017 12:40 PM  
**To:** McQuillen, Liz  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Nope, they will handle the whole thing.

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**From:** McQuillen, Liz  
**Sent:** Tuesday, September 12, 2017 10:14 AM  
**To:** Zoeller, Mark  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Mark –  
We would like to go forward with the signage.

Is the insert referenced in the quote the printed part that Signs Now will take care of? Or do we have to have the printing taken care of in addition?

Thanks!  
Liz McQuillen



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**From:** Zoeller, Mark  
**Sent:** Thursday, September 7, 2017 9:38 AM  
**To:** McQuillen, Liz  
**Subject:** FW: Vietnam Memorial History

Quote for SW Gov't Center

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**From:** Signs Now Jeffersonville [<mailto:info@signsnowjeffersonville.com>]  
**Sent:** Thursday, September 07, 2017 8:55 AM  
**To:** Zoeller, Mark  
**Subject:** RE: Vietnam Memorial History

Mark,

Here is the quote for your Vietnam Memorial sign:

- 36"x24" Painted Aluminum Frame with Plexiglass Cover – 48" Tall = \$1,530.00
- 36"x24" Polymetal Sign Insert = \$85.00
- Installation = \$250.00
- **TOTAL = 1,865.00**

If you have any questions, please let me know.

Thank you,  
Brian

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**From:** Zoeller, Mark [<mailto:Mark.Zoeller@louisvilleky.gov>]  
**Sent:** Wednesday, August 30, 2017 3:32 PM  
**To:** Signs Now Jeffersonville <[info@signsnowjeffersonville.com](mailto:info@signsnowjeffersonville.com)>  
**Subject:** RE: Vietnam Memorial History

930 AM? Yup, that's it.

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**From:** Signs Now Jeffersonville [<mailto:info@signsnowjeffersonville.com>]  
**Sent:** Wednesday, August 30, 2017 3:30 PM  
**To:** Zoeller, Mark  
**Subject:** RE: Vietnam Memorial History

Mark,

Yes I can. What time do you have in mind?

Is this the correct address?  
7219 Dixie Hwy, Louisville, KY 40258

Thank you,  
Brian

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**From:** Zoeller, Mark [<mailto:Mark.Zoeller@louisvilleky.gov>]  
**Sent:** Wednesday, August 30, 2017 3:21 PM  
**To:** Signs Now Jeffersonville <[info@signsnowjeffersonville.com](mailto:info@signsnowjeffersonville.com)>  
**Subject:** FW: Vietnam Memorial History

Please see chain below.

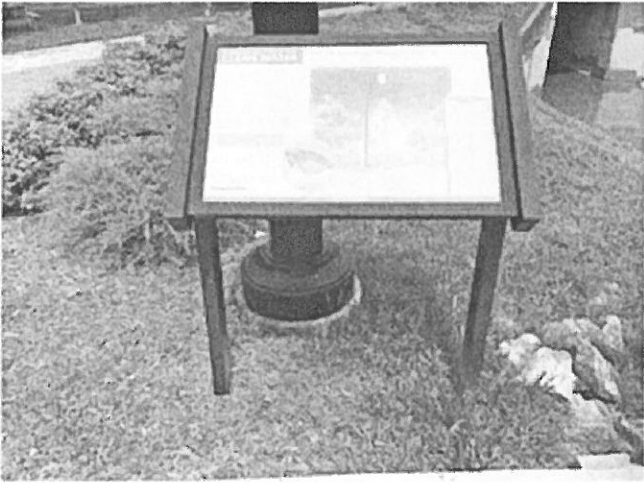
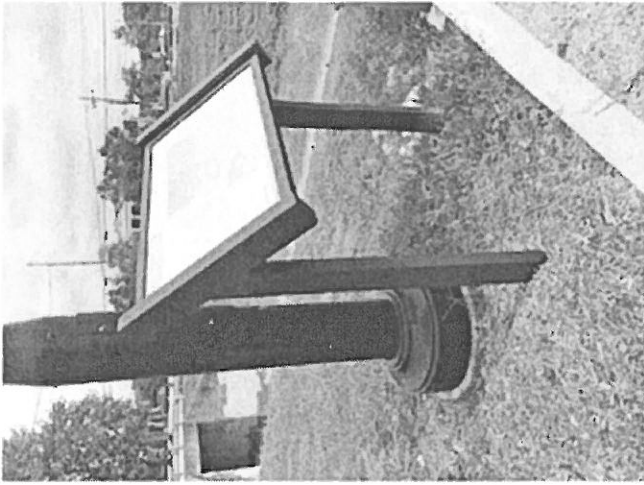
Any chance you could meet out at the SW Gov't Center on Friday morning to look at this?

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**From:** McQuillen, Liz  
**Sent:** Wednesday, August 30, 2017 3:02 PM  
**To:** Zoeller, Mark  
**Cc:** Blackwell, Rick; McQuillen, Liz  
**Subject:** Re: Vietnam Memorial History

Hey Mark- here are the pictures of the signs at Rose Farm Park. Please let us know when you have a quote.

Thanks!  
Liz McQuillen



On Aug 29, 2017, at 3:53 PM, Zoeller, Mark <[Mark.Zoeller@louisvilleky.gov](mailto:Mark.Zoeller@louisvilleky.gov)> wrote:

Perfect. I will get a price as soon as I get the photos.

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**From:** McQuillen, Liz  
**Sent:** Tuesday, August 29, 2017 3:34 PM  
**To:** Zoeller, Mark  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Thanks for the quick response Mark!

If Signs Now is set up and ready to do work with Metro and can produce something close to what CM Blackwell had in mind, using them is fine with us. Rick is going to take some pictures of the signs at the Park and forward them your way so we can get started.

Stay tuned.

Thanks!  
Liz McQuillen

<image003.png>Liz McQuillen | Legislative Aide

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**From:** Zoeller, Mark  
**Sent:** Tuesday, August 29, 2017 3:21 PM  
**To:** McQuillen, Liz  
**Cc:** Blackwell, Rick  
**Subject:** RE: Vietnam Memorial History

Sure. I'm not familiar with the sign you are referencing. Do you have any photos?

I have a sign company that we use regularly (Signs Now) and can run it past them unless you want Carman to handle?

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**From:** McQuillen, Liz  
**Sent:** Tuesday, August 29, 2017 2:33 PM  
**To:** Zoeller, Mark  
**Cc:** Blackwell, Rick; McQuillen, Liz  
**Subject:** FW: Vietnam Memorial History

Good Afternoon Mark –

CM Blackwell would like to help make Mr. Gillespie's request about the historical signage at the Vietnam Veteran Memorial happen. We have some information signage across the street from the Memorial at Rose Farm highlighting the green infrastructure of the park that was created/installed by Carman Landscape Architecture (designers of the original park concept) in 2011/2012. CM Blackwell would like to have the same style signage for the Memorial and wanted to see if we could go through Public Works (and possibly use Carman) to do so?

We'd like to work to get this in place before Veteran's Day, as well.

Please let us know your thoughts and how to proceed.

Thanks,  
Liz McQuillen

<image005.png>**Liz McQuillen** | Legislative Aide  
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[www.RickBlackwell.com](http://www.RickBlackwell.com)

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**From:** Steve Gillespie [<mailto:skgillespie1963@gmail.com>]  
**Sent:** Monday, August 28, 2017 12:53 PM  
**To:** Blackwell, Rick  
**Subject:** Vietnam Memorial History

Rick, is there any progress about a sign about the history of the Vietnam Memorial at the Southwest Government Center?

Veterans Day is swiftly approaching.



Steve Gillespie

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