

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Memorial Park Shade Structures

DATE: March 19, 2025



SUMMARY:

Memorial Park hosts several events during the summer and the Lions Terrace would benefit from a shade structure. Working with Shade Systems a design was developed for a custom patio shade structure. These plans were used as the basis for bid.

Staff sent out bid specifications and drawings to 28 companies on February 12, 2025, and they were opened on February 27, 2025. The results are as follows:

Contractor	Memorial Park Shade Structures Base Bid
Innovation Landscaping, Inc.	\$73,420.80

Staff discussed the sole bid with the local sale representative for Shade Systems, and they stated that the bid pricing was in line with the material and labor costs for this project. Staff also spoke with plan holders to determine why they didn't provide a bid. They all stated that their current workload prevented them from either bidding or performing this project during the specified dates.

Innovation Landscaping has worked on several projects for the district in the past and staff has been pleased with the results.

This project is scheduled to be completed May 16, 2025.

PREVIOUS COMMITTEE/BOARD ACTION:

N/A

REVENUE OR FUNDING IMPLICATIONS:

Account:40-800-825-57-5701-0000	Memorial Park Shade Structures	Budget: \$65,000
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STAKEHOLDER PROCESS:

Designs were reviewed with staff and the construction schedule was set to not interfere with the schedule of events at Memorial Park.

LEGAL REVIEW:

Contract documents were provided by our legal counsel, and they have provided favorable opinions of this bidding process.

ATTATCHMENTS:

Plan by Shade Structures.

ALTERNATIVES:

We had considered installing this with district staff, as we have done so in the past, although installation would need to occur following the 2025 event season due to other spring work.

RECOMMENDATION:

It is recommended that the Wheaton Park District Board of Commissioner's approve the bid from Innovation Landscape in the amount of \$73,420.80 along with a 10% contingency of \$7,342.08.

