

TO: Board of Commissioners
 FROM: Jamie Martinson, Superintendent of Recreation Programs
 THROUGH: Mike Benard, Executive Director
 RE: Wheaton Park District Program/Event Apparel Bid
 DATE: February 5, 2025



SUMMARY:

Staff seeks the Wheaton Park District Board of Commissioners approval to purchase program/event apparel for the recreation, athletic, aquatics, Cosley Zoo, special events, and park service departments. In an effort to secure best pricing for over 8,700 pieces of apparel, departments worked together on a combined bid that was sent to over 20 apparel vendors. Staff received five (5) bids in which the chart below reflects the pricing breakdown. One (1) bid submission was rejected as the submission came in after the scheduled bid opening time. Orders will be placed in mid-March/end of April for a mid-May delivery. All expenses are budgeted and paid for through the specific camp, program, event or department operational budgets.

| Program Area | Total Items | LynnPro | Marathon | SBI Custom Apparel | Empire Printing | Blue Sky |
|------------------------------|--------------------|----------------|--------------------|---------------------------|------------------------|-----------------|
| Camps | 1,528 | \$9,436.65 | \$8,425.05 | \$6,672.20 | \$7,063.09 | \$7,175.85 |
| Athletics | 839 | \$5,443.47 | N/A | \$3,103.50 | \$3,803.56 | \$4,650.50 |
| Aquatics | 764 | \$6,143.22 | N/A | \$4,793.80 | \$4,972.51 | \$6,044.16 |
| Lincoln Marsh | 268 | \$2,868.09 | \$1,996.25 | \$1,794.00 | \$1,669.38 | \$2,262.10 |
| Parks | 348 | \$3,784.44 | \$3,444.00 | \$2,660.40 | \$2,702.98 | \$3,626.86 |
| Cosley Zoo | 134 | \$903.14 | \$625.90 | \$643.20 | \$573.52 | \$561.00 |
| Cream of Wheaton | 253 | \$1,765.28 | \$1,733.10 | \$1,964.00 | \$1,532.52 | \$1,788.76 |
| Run for the Animals | 2,890 | \$23,486.35 | \$19,519.00 | N/A | \$24,355.45 | \$25,279.10 |
| Memorial Park | 118 | \$1,076.74 | \$920.50 | \$858.00 | \$996.70 | \$1,582.84 |
| Reindeer Run | 1,497 | \$13,233.48 | \$10,635.55 | N/A | \$13,082.99 | N/A |
| Special Events | 110 | \$1,384.33 | \$1,153.75 | \$1,103.00 | \$946.50 | N/A |
| Total Cost Per Vendor | 8,749 | \$0.00 | \$30,154.55 | \$18,087.90 | \$4,148.40 | \$561.00 |

EXPENSE IMPLICATIONS

All expenses are budgeted and paid for through the specific camp, program, or department operational budgets.

PERVIOUS BOARD ACTION

The Wheaton Park District Board of Commissioners approved the 2024 Wheaton Park District Program/Event Apparel Bid at the February 21, 2024 Board of Commissioners Meeting.

RECOMMENDATION:

Staff recommend awarding the Run for the Animals & Reindeer Run apparel items to Marathon Sportswear in the amount of \$30,154.55; Camps, athletics, aquatics, Parks, & Memorial Park apparel items to SBI Custom Apparel, in the amount of \$18,087.90; Lincoln Marsh, Cream of Wheaton, & Special Events apparel items to Empire Printing in the amount of \$4,148.40; Cosley Zoo apparel items to Blue Sky Marketing in the amount of \$561.00.