



## Parks & Recreation

# Memo

TO: Robert Kuntz, City Administrator

FROM: Linda Bruer, Director of Parks and Recreation

DATE: October 31, 2014

RE: Pointe Gym Wall Graphic

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As part of The Pointe's plan for renovation, O'Toole Design recommended the addition of an 11' x 90' graphic to the north-south wall in the gym. The purpose of the graphic is to add additional color to the gym to tie in with rest of the building and to provide a visual that encourages activity and promotes healthy lifestyles. Attached is a copy of the graphic design planned for the wall.

The project was advertised and bid packages were sent to five interested vendors capable of producing and installing this graphic film on the concrete wall. On October 29, 2014, one sealed bid was received from Engraphix in the amount of \$17,375.00. Budgeted amount for the installation of the graphic in this year's operating budget was \$20,000 as part of the overall renovation budget this year of \$245,000. In addition, \$4,000 was realized from the Craft Beer Fest which must be used towards a community art project.

Checking with the other interested bidders, most of whom are relatively small local companies; their reasons for not bidding included not being able to comply with the city's bond requirements, insurance requirements, or the ability to pay prevailing wages for installation.

Despite one bid, staff is recommending a contract be awarded to Engraphix in the amount of \$17,375 for the production and installation of the wall graphic at The Pointe.

If you have questions with regard to this project, please let me know.

**CITY OF BALLWIN  
TABULATION OF BIDS**

**RFP #** 14-31

**BID ITEM:** 11' x 90' Pointe Wall Graphic      **DATE OPENED:** October 29, 2014      **DEPT:** Parks and Rec

Bidder	Engraphix				Remarks
1.					
2.					
3.					
4.					
5.		.			
6.		.			
7.					
8.					
9.					
10.					
<b>TOTAL GROSS PRICE</b>					
<b>TOTAL NET PRICE</b>	17,375				
<b>DELIVERY DATE</b>					