



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** December 9, 2025

**ITEM NAME:** **CONSIDER PLAYGROUND EQUIPMENT PROPOSAL OF CREATIVE SITES, LLC. FOR THE "PARK ON CLARK" PROJECT FOR APPROVAL**

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

Four proposals were received and reviewed. All proposals fell within the city’s prescribed budget of \$350,000 and in essence met the specification guidelines; however, the Creative Sites proposal is being recommended for approval based upon several factors:

- 1) Onsite review of the property;
- 2) ALL suggested elements from the specification were included in the proposal;
- 3) Recent positive experience with the Eli Porter Memorial Project;
- 4) Proposed layout complements the Eli Porter Project as far as style and apparatus;
- 5) Superior Warranty; and,
- 6) Government Cooperative Purchasing Contract through Sourcewell.

With the trail and restroom/pavilion bids also in hand, I contacted Creative Sites representative about revising the proposal to a reduced budgeted amount of \$300,000 or less by removing two independent “spinner” features in order to be able to reduce the footprint of the poured rubber surfacing.

**The revised proposal is expected to be available for review on Monday and will be available at the City Council meeting.**

After review of the revision, it is recommended that the City Council approve the proposal of Creative Sites, LLC, and award the contract; however, you may wish to postpone action until review the next Agenda Item regarding the review of the formal bid items of the trail and restroom/pavilion.

**DISCUSSION:**

**MOTION:** To approve the proposal and award the playground equipment contract for the “Park on Clark” project to Creative Sites, LLC

**BY:**

**2ND:**

**ROLL CALL:** Porter \_\_\_\_\_ Johnson \_\_\_\_\_ Dailey \_\_\_\_\_ Tisthammer \_\_\_\_\_