

# MEMO



**To:** Mayor and Board of Aldermen  
**From:** Jason Lipe, Parks and Recreation Director  
**Date:** Friday, December 15, 2023  
**Re:** Civic Center Pavilion Bid Tabulation

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City staff solicited quotes for the installation of a pavilion at the Civic Center. Two bids were submitted, with Mark Sander Construction Company, Inc. submitting the lowest bid. Staff has reviewed the bids along with the consulting engineer.