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MEMORANDUM

To: DDA Board of Directors
From: Austin Colson, Director – Community & Economic Development/DDA
Date: August 15, 2025
RE: Lathrup Village Music Festival (LVMF) T-shirt Purchase

Background

Over the past month, quotes for screen printing of the official t-shirts for the 2025 Lathrup Village Music Festival (LVMF) were requested. Three vendors were contacted—two provided quotes, and another verbally expressed interest but never submitted a written quote.

Attached is the lowest quote received from local producer *TDMK Silk Screening* for the production of festival branded t-shirts imprinted with the festival's custom five-color logo on the front and sponsor logos on the back. The total cost for this order is \$1,339.

The second vendor *Speedy Tees* submitted a quote of \$1,410.

TDMK Silk Screening has successfully provided high-quality t-shirts for the first two editions of the music festival. Their familiarity with our design requirements and proven reliability make them a strong choice for continuing this partnership.

If approved, this order will allow us to maintain consistent branding and quality for our official merchandise.

Suggested Motion: "I move to authorize the DDA Director to contract with TDMK Silk Screening for the production of official Lathrup Village Music Festival 2025 t-shirts at a cost of \$1,339, as quoted, for sale as festival merchandise."