

MEMORANDUM

DATE: **October 7, 2025**

TO: **Melissa R. Marsh, City Manager**

FROM: **Chris Woodward, Public Works Supervisor**
 Sean P. Ballantine, Director of Public Services

SUBJECT: **Bid Award – Rosie’s Ballfield Backstop Replacements**

The FY 2025-26 Budget includes funding carried forward for the replacement of the backstops at the ballfields located in Rosie’s Park. There was significant interest in the bid, with 4 contractors attending the mandatory site visit, and 3 of them submitting bids by the deadline.

Staff tabulated the bids and determined New Edge LLC. as being the lowest qualified bidder. An on-site follow-up meeting with the bidder was held on Tuesday, September 30th, 2025, to review the bid’s specifications and measurements, and ensure full understanding of the scope of work presented. Reference checks were positive, and they have previous experience with municipal and government work.

Since New Edge LLC is a small business, they have requested a 50% down payment to order materials and supplies. Given the large scope of the project (over 600 total feet of fencing), staff has no objection to this request.

As this bid exceeds the budgeted amount, Staff recommends that Council consider two motions:

To approve a Budget Amendment in the amount of \$7,884 to account 101-752-987-0000.

To award the bid for the Ballfield Backstop Replacement project to New Edge LLC., of Brighton, in the project amount of \$82,884.

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