



MEMORANDUM

To: City Council
CC: Peter Brixius, City Manager
From: Ryan Dennison, Parks & Recreation Director
Date: 6/27/2025

Subject: Recommendation to Award Completion Contract for Woodbury Park Baseball Dugouts

Since the fall of 2024, the city has taken measures to get the Woodbury Dugout project back on track. City staff along with SGM determined the current dugouts were fine structurally, but a different approach would be needed to repair and correct deficiency issues. During this time, a revised set of construction drawings were produced for repair and completion of the current dugouts. From that, a formal competitive bid process occurred to find a qualified contractor that could complete the baseball dugouts. Once the procurement process was finalized, information was reviewed internally and then sent to the surety. Throughout this process, staff have been working with Larry Myers with BHGR Law Firm to assist the city with a bond claim on the project. The project is now ready to be reactivated and completed by a new contractor.

The City of Craig recently solicited bids for the completion and repair of the baseball dugouts at Woodbury Park. A total of three bids were received in response to the request; however, one of the bids was deemed non-responsive and was therefore not considered for award.

The remaining two bids, which met all the required bid criteria, are as follows:

- Jenison Custom Builders: \$211,500
- North Peak Construction: \$207,518.51

Both bid amounts include the base repair scope of work along with additional options that were outlined in the bid documents. After reviewing qualifications, timelines, and bid completeness, staff recommends awarding the

construction contract to Jenison Custom Builders in the amount of \$211,500. The scope of work will include the following:

- Modifying block
- Reposition steel support uprights
- Truss installation
- Metal roof
- Fencing
- Cleaning of block

Additions to project:

- SmartSide exterior siding
- Painting of block
- Ceiling enclosure

Jenison Custom Builders has indicated they are prepared to begin work on July 7, 2025, and will complete all work no later than October 30, 2025.

It is important to note that the surety involved in the original contract has agreed to a settlement amount of \$145,303.02 which will help offset the total cost of this completion project. As this will be a new contract, the City will work directly with Jenison Custom Builders on the project. Moving forward, the surety will no longer have any involvement with the project.

Recommendation:

- Award the contract for the completion and repair of the Woodbury Park baseball dugouts to Jenison Custom Builders in the amount of \$211,500.

Please let me know if you have any questions or need further detail regarding the bid evaluation process.

Respectfully,

Ryan Dennison, CPRP
Parks & Recreation Director
City of Craig

Whittle the Wood Rendezvous 2021-2025 Revenue

Type	2021 Actual	2021 In Kind Donation	2022 Actual	2022 In Kind Donation	2023 Actual	2023 In Kind Donations	2024 Actual	2024 In Kind Donations	2025 Actual	2025 In Kind Donations
LMD	\$15,000				\$14,000		\$14,000		\$14,000	
Whittle Grandioso	\$5,000	\$5,000	\$5,000	\$5,000	\$19,000	\$5,379	\$4,000		\$10,000	
Whittle Dynamite	\$5,000	\$5,000	\$2,500	\$10,000	\$2,500	\$5,400	\$7,500	\$9,864	\$5,500	\$7,500
Whittle Duster	\$1,500	\$3,000	\$4,500		\$5,000	\$650	\$6,000	\$3,170	\$4,000	\$3,000
Whittle Bears	\$2,250	\$2,250	\$3,000		\$2,000	\$500	\$2,500	\$500	\$1,500	\$1,000
Whittle Guys	\$3,750	\$3,500	\$5,000	\$2,750	\$4,000	\$2,000	\$3,250	\$1,750	\$4,000	\$2,000
	\$500									
Food Vendors (Full Service)	\$800		\$1,600		\$1,600		\$1,200		\$1,000	
Food Vendors (Limited)	\$400		\$400		\$300		\$300		\$300	
Arts, Craft Vendor	\$1,575		\$3,225		\$2,025		\$2,100		\$1,125	
Non-Profit Vendor	\$160		\$200		\$120		\$40		\$120	
Silent Auction	\$430		\$1,020		\$2,103		\$1,006		\$617	
Quick Carve	\$863		\$1,713		\$2,363		\$1,036		\$2,152	
Live Auction/Carver Sales	N/A		N/A		\$4,025		\$2,535		N/A	
Merchandise	\$5,613		\$3,018		\$3,008		\$2,346		\$1,239	
Partial Reimbursement -	\$7,500		N/A		N/A		N/A		N/A	
Beer & Ice Sales	\$4,168		\$3,058		\$1,707		\$15		\$195	
Friday & Sat. Admission	\$24,881		\$22,135		N/A		N/A		N/A	
Saturday Gate Admission	N/A		N/A		\$18,330		\$11,235		N/A	
Parks & Recreation Office	\$3,080		\$3,560		\$90		\$220		N/A	
Online Tickets	\$12,510		\$5,932		\$300		N/A		N/A	
Ticket Combo	N/A		\$1,260		N/A		N/A		N/A	
Grand Total	\$94,980	\$18,750	\$67,121	\$17,750	\$82,471	\$13,929	\$59,283	\$15,284	\$45,748	\$13,500

**2025 Actuals do not include the sell of competitive pieces as those have just been recently uploaded for sale on Municibid.*

**2025 Actuals exclude admission fees as it was a free event this year.*

Whittle the Wood Rendezvous

2021-2025 Expenses

Whittlers		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Total		\$11,550	\$23,100	\$10,200	\$13,750	\$13,750
Merchandise		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Total		N/A	N/A	\$2,876	\$2,506	\$947
Lodging		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Total		N/A	N/A	\$4,536	\$4,534	\$3,960
Supplies/Operations		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Total		\$18,028	\$17,444	\$20,363	*\$20,805	\$33,035
Entertainment		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Rhema Music & Clothing Co.		\$12,750	\$12,750	\$9,000	\$3,000	N/A
Entertainment & Production		\$72,250	\$72,250	*\$57,500	\$18,000	\$21,702
Total		\$85,000	\$85,000	\$66,500	\$21,000	\$21,702
Advertisement		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Total		\$7,151	\$7,985	*\$15,695	*\$14,813	\$12,329
Labor		2021 Actual	2022 Actual	2023 Actual	2024 Actual	2025 Actual
Employee Overtime		\$9,240	\$7,940	\$1,268	\$1,868	\$736
Grand Total		\$130,969	\$141,469	\$121,438	\$79,276	\$86,459

*Silent Auction & Quick Carve Payments Included.

*Received LMD Event Funding.