

## Project Memorandum

To: Josh Aurand  
From: Arc Design Resources, Inc.  
Date: April 22, 2025  
Re: Harlem High School – Baseball Backstop

On April 16, 2025, bids were accepted for the Harlem High School – Baseball Backstop project in the Harlem School District. Bids were provided by DPI Construction, Inc., Midwest Field Solutions, National Sports Nets, Inc. and Stenstrom Excavation & Blacktop Group. See attached Bid Tab Summary for submitted bid values.

After the bid opening, Arc Design Resources, Inc. reached out to the apparent low bidder, National Sports Nets, LLC, to verify the bid values that were submitted to verify the bid values and vet the contractor as the School District and Arc Design Resources, Inc. were not familiar with the bidder. Upon reaching out, it was discovered that the bidder only submitted costs for the fencing and did not include any other work in the bid.

Once the apparent low bidder was ruled out due to a lack of bidding the full job, Arc Design Resources, Inc. reached out to the second lowest bidder, Midwest Field Solutions, to verify that the complete project scope was accounted for in their submitted bid. Arc Design Resources was able to verify that the entire bid project scope was accounted for in their submitted bid. In addition, the submitted bid did not include the bid bond or the certificate of liability insurance at the time of opening, however, it was provided via email shortly after the bids were opened. Internal conversations between the School District and the District's Attorney determined that this was not grounds for dismissing the submitted bid.

In summary, we are recommending that the project be awarded to Midwest Field Solutions for the Base Bid amount of \$114,000.00 and Alternate #3 (Backstop Wall) amount of \$8,500.00 for a Total Bid of \$122,500.00.

End of Project Memo