



Legislation Details (With Text)

**File #:** 2016-0198    **Version:** 1    **Name:** Taste of Orland Park Tent & Supply Rental Contract  
**Type:** MOTION    **Status:** PASSED  
**File created:** 3/14/2016    **In control:** Board of Trustees  
**On agenda:** 4/4/2016    **Final action:** 4/4/2016  
**Title:** Taste of Orland Park Tent & Supply Rental Contract

**Code sections:**

**Attachments:** 1. Arena Event Services - Signed Contract - Tent & Supply Rental Taste of Orland 2016-18

Date	Ver.	Action By	Action	Result
4/4/2016	1	Board of Trustees		
3/25/2016	1	Recreation Department	INTRODUCED TO BOARD	
3/21/2016	0	Parks and Recreation Committee		
3/14/2016	0	Recreation Department	INTRODUCED TO COMMITTEE	

Title  
Taste of Orland Park Tent & Supply Rental Contract

History

On January 27, 2016, the Village of Orland Park issued an RFP for Taste of Orland Park Tents & Supply Rentals for 2016 - 2018. The RFP incorporated the quantity and size of tents used in 2015, projecting the greatest number of tents, tables, chairs, lighting, & extension cords that might be needed. The actual number of tents and other equipment will depend upon actual participation numbers (restaurants, community booths, sponsors, other needs).

Proposals (summary attached) were received from Arena Americas, AAA Rental Systems and Special Events Services Group.

**Proposal Cost**

Arena Americas: \$20,476  
AAA Rental: \$23,790.50  
Special Events Services: \$27,185.05

Village staff toured and met with Arena Americas on March 4, 2016. Staff found Arena's inventory to be excellent in terms of quantity and quality. During an interview portion of the meeting, Arena New Business Development Manager, Jim Decatur answered questions related to set-up, staffing, meeting deadlines, safety, emergency protocols, and other similar events.

Arena provides tent and other supplies for local events including: the Shamrock Shuffle, The Chicago Marathon, the NFL Draft, and Lollapalooza to name a few. Arena has facilities worldwide and will be providing tents for the 2016 Olympics in Rio. In addition to their facility in Hodgkins Illinois, Arena has facilities in Milwaukee, Wisconsin to support event needs in the Chicago area.

In checking references, Michael Neri of the Village of Elmwood stated that Arena has been "outstanding, accommodating, quick to fix problems, safety oriented, on-time and exceeds expectations." Arena provides tents and supplies for the Village of Elmwood Park's taste event. Tina Sdiens of Tamar Productions, Chicago,

who produces the Magnificent Mile Festival, stated that Arena is “phenomenal before the event and onsite during production.” She also stated that Arena “goes above and beyond, and consistently completes work early.”

Staff would like to recommend accepting the proposal from Arena Americas, the lowest proposal, at an amount not to exceed \$20,476 per year.

On March 21, 2016, this item was reviewed and approved by the Parks and Recreation Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

#### Financial Impact

Funds have been appropriated in the 2016 Taste budget account 010-9450-442990 for tents and supply rentals.

#### Recommended Action/Motion

I move to approve the contract with Arena Americas to provide Taste tents and supply rentals for 2016 - 2018 Taste of Orland Park for an amount not to exceed \$20,476.