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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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**To:** Finance Committee

**From:** Dean R. Gazza, Director of Parks, Recreation and Facilities Management

**Date:** May 12, 2015

**Re:** Action: Award contract for Municipal Services Building Trench Drain Reconstruction to Wood Sewer & Excavating, Inc. in the amount of \$199,660 with a contingency of \$20,000 for a contract total not to exceed \$219,660.

The bids for the Municipal Services Building Trench Drain Reconstruction Project were opened on Thursday, April 22, 2015. The project includes the removal and installation of the current trench drain that is located throughout the garage areas of the Municipal Services Building. In addition, this project will bring the drains into code compliance by connecting them to the sanitary sewer system.

The Parks, Recreation and Facilities Management Department's Capital Projects Fund includes a budget of \$355,000 for this work to be completed in 2015. Two companies submitted qualified bids for the project. Below are the base bids:

Wood Sewer & Excavating	\$199,660.00
Vinton Construction	\$346,169.44

It is the recommendation of the Parks, Recreation and Facilities Management Department and McMahon Engineering/Architects to accept the bid provided by Wood Sewer & Excavating and to allocate a \$20,000 contingency. This project has the high potential to incur the use of some contingency because of some variables, including underground tunnels that were abandoned and the need to replace certain areas of concrete depending on their condition when excavated. Though every reasonable effort is taken to account for potential circumstances, it is nearly impossible to understand the true conditions until such conditions are exposed.

Please feel free to contact me at 832-5572 with any questions, or by email at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org).