



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

To: Finance Committee

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

Date: December 11, 2017

Re: Informational: Contract 8-16 was awarded to Alta Planning and Design for the 2016 Trails Master Plan in the amount of \$112,968.00 with no contingency. Payments issued to date total \$102,380.53. Project came in \$13.21 under contract. Request to issue the final contract payment of \$10,574.26.

The 2016 Capital Improvement Plan included \$115,000 for the development of the Trails Master Plan. Contract 8-16 was issued to Alta Planning and Design in the amount of \$112,968.00. This contract is now complete.

The Parks, Recreation and Facilities Management Department recommends issuing the final contract payment to Alta Planning and Design in the amount of \$10,574.26.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.