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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: August 7, 2017

Re: Action: Request to sole source contract to Calnin & Goss, Inc. for a contract fee of \$34,782 and a contingency of \$3,500 for the removal of the ramp in Jones Park for a contract not to exceed \$38,282.

This memo is a request to sole source a contract to Calnin & Goss for the removal of the existing ramp within Jones Park.

In preparation for renovation of Jones Park we need to demo the current ramp structure. Our goal is to start installing the new ADA accessible ramp late fall/early spring. Calnin & Goss is currently on-site performing earth work for the Exhibition Center, thus I requested a proposal from them. They provided a proposal that teamed with Miron for assistance with work needed to be performed with cranes which are currently on-site.

The cost provided was below what our architectural team and I anticipated, thus sole sourcing this would be fiscally responsible and allow us to capitalize on the savings because the contractor is already on-site with the necessary equipment to complete the work.

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