



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

**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 7/6/2020

RE: Action: Award the City of Appleton's "2020 MSB Cold Storage Roof Replacement Project" contract to Northeastern Roofing, Inc. in the amount of \$160,000 with a contingency of 10% for a project total not to exceed \$176,000.

The 2020 Capital Improvement Plan includes \$225,000 to replace the roof on the Municipal Services Cold Storage Building. The amount of \$9,300 has been utilized for design and \$22,000 has been allocated for the modification of existing roof joists to support the new roof. The existing roof is at the end of its useful life and is in need of replacement. Our annual roof inspection program identifies roofing in need of replacement and allocates resources to allow for proactive replacement to protect and preserve the facility's asset.

The bids were received as follows:

<b>Northeastern Roofing, Inc. (low bid)</b>	<b>\$160,000</b>
Northern Metal and Roofing, Inc.	\$183,840

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Northeastern Roofing, Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Northeastern Roofing, Inc. in the amount of \$160,000 plus a contingency of 10% only to be utilized as needed.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.