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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Fox Cities Transit Commission

FROM: Dean R. Gazza

DATE: 11/6/2017

RE: Action: Award the City of Appleton Valley Transit “2017 Bus Garage HVAC Replacement Project” contract to Energy Control and Design, Inc. in the amount of \$63,540 with a contingency of \$8,020 for a contract total not to exceed \$71,560

Valley Transit has filed and received a 80/20 federal grant in the amount of \$110,305 for replacing the roof at the Transit Center and replacing the heaters in the bus garage. (\$88,244 Federal/\$22,061 local match). Of that amount, \$76,060 has been allocated to replace the HVAC system in the bus garage. Of the \$76,060 we have allocated \$4,500 for design and the remaining \$71,560 for construction. The existing heaters in the bus garage are at the end of their expected useful life and are in need of replacement.

The bids were received as follows:

Energy Control and Design, Inc. (low bid)	\$63,540
August Winter and Sons, Inc.	\$82,550

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Energy Control and Design, 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 Energy Control and Design, Inc. in the amount of \$63,540 plus a contingency of \$8,020 only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.