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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 6/26/2023

RE: Action: Award the City of Appleton's "2023 Dance Studio Flooring" contract to CMG Flooring, in the amount of \$65,943 with a contingency of \$10,000 for a project total not to exceed \$75,943.00

Action: Approve a budget transfer from 2023 City Hall Elevator Project to 2023 Dance Studio Move/Construction in the amount of \$100,000.

The 2023 Capital Improvement Plan includes \$500,000 to pay for our portion of the elevator replacement at City Hall. The project has a positive variance that allow us to transfer the necessary funds to pay for the added dance flooring and assist with costs of adding dividing walls and the overall move. The City of Appleton is being paid money from the developers per our agreement to reimburse us for a portion of these costs as well as provide us funding for the increased leased rates we will incur. This will not occur until to mid-July and the work needs completion by the end of July, therefore this request at this time.

Because the work needs to be completed by the end of July and the installer must have the necessary certification or ability to install this type of flooring there are limited installers.

Proposals were received:

CMG Flooring	\$65,943.00
D&M Flooring	Schedule does not allow.
JW Flooring	Schedule does not allow.

We recommend providing a contract to CMG Flooring to perform this work.

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