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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: May 12, 2015

Re: Action: Award contract for Highview Tennis Courts to MCC, Inc. in the amount of \$136,390 with a contingency of \$5,000 for a contract total not to exceed \$141,390.

Action: Reallocate \$35,890 of the positive variance from the Hardscape Infrastructure Improvement/Replacement Project to the Highview Tennis Court project.

The bids for the Highview Tennis Court Project were opened on Thursday, May 5, 2015. The project includes the installation of new tennis courts. The amount budgeted was \$120,000. Of the \$120,000 budgeted, \$14,500 was utilized for engineering which leaves a balance of \$105,500 for construction. One company submitted a qualified bid for the project; MCC, Inc. for \$136,390. To cover the shortfall, we are requesting to reallocate \$35,890 of the positive variance from the Hardscape Infrastructure Improvement/Replacement Project to this project.

Contingent on the approval of the reallocation of funds between projects, it is the recommendation of the Parks, Recreation and Facilities Management Department to accept the bid of \$136,390 and award the contract to MCC, Inc. The Department is also recommending a contingency of \$5,000 for a contract total not to exceed \$141,390.

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