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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Utilities Committee

FROM: Dean R. Gazza

DATE: 9/24/2014

RE: Information: Issued contract to Martenson & Eisele, Inc. in the amount of \$6,413 for engineering services for the recoating of roofs at the Wastewater Treatment Plant.

The 2014 Facilities Capital Improvement Budget included \$135,000 for a roof replacement on Building V and to recoat the metal roofs and soffits on Buildings A, S and V at the Wastewater Plant. A contract was issued to Martenson & Eisele, Inc. for \$6,413 to determine a proper design and products to use, provide a cost estimate and to create the bidding documents including plans, and specifications. They also assisted with the bid walk-through and bid process.

A separate contract was approved by this Committee on September 9, 2014 to proceed with the recoating of the roofs which is anticipated to be completed by the end of October.

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