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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 4/29/2015

RE: Action: Request to reallocate \$15,000 of the positive variance from the Library Moveable Partition Wall project toward the replacement of the Library Entrance Door project.

On April 22, 2015 proposals were received for both the Library Moveable Partion Wall and the Library Entrance Door projects. The result of the proposals was that pricing for the moveable partition wall came in under budget with a positive variance of \$15,190. The pricing for the entrance doors came in over budget, requiring an additional \$10,110 to complete the project.

I am requesting authorization to utilize the positive variance from the moveable partition project towards the entrance door project. I am requesting to reallocate \$15,000, which would include \$10,110 to cover the shortfall and a balance of \$4,890 to cover any unforeseen circumstances or conditions experienced during the project.

Though every effort is taken to develop an accurate budget amount, it is impossible to know the probable cost until the project engineering and specifications are completed. Even with that, economic conditions and competitiveness of bids can affect the final proposed costs.

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