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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 6/12/2023

RE: Action: Approve Change Order #2 to the "2022 Telulah Pavilion Repairs Project" to RJM Construction LLC. in the amount of \$14,147. The overall contract will increase from \$61,050 to \$75,197.

Action: Approve balance transfer of \$15,000 from the "2023 Parks Hardscape Repairs Project" to "2022 Telulah Pavilion Repairs Project."

The 2022 Capital Improvement Plan to renovate the pavilion at Telulah Park. During construction it was determined that there has been a silicone-based coating applied to the north and east exterior walls preventing those walls from being painted. Change Order #2 was created to remove the existing silicone-based coating and prep the north and east walls for paint. The south and west walls have been painted, but the north and east walls need to be painted to complete the project. As a result the project budget falls short and requires additional funding.

We are requesting a balance transfer from the "2023 Parks Hardscape Repairs Project" to "2022 Telulah Pavilion Repairs Project." The 2023 Parks Hardscape Repairs Project bid under the estimated budget.

This request is to increase the contract amount by \$14,147, approve Change Order #2, and approve a positive balance transfer of \$15,000 from the "2023 Parks Hardscape Repairs Project" to "2022 Telulah Pavilion Repairs Project."

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.