

# Memorandum

**To:** Utilities Committee

**From:** Dean R. Gazza, Director of Parks, Recreation and Facilities Management

**Date:** 5/20/2013

**Re:** Informational - Wastewater Building Roof Replacements, Building B - Professional services contract to Specialty Engineering Group for \$4340.

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The 2013 CIP includes replacement of roof areas on building B at the Wastewater Plant. A contract was awarded to Specialty Engineering Group for \$4340 to provide the engineering and design services for this project. The fee is below the \$15,000 threshold requiring approval, but I seek to keep the Committee updated with the various projects and their stages. This fee is competitive and in line with similar work over the past couple years for the same services.

In addition, a contract was approved by the Board of Public Works and City Council to award the construction of the new roof to Weinert Roofing for a contract sum of \$104,870.

I apologize as I am unable to be at the Utilities Committee meeting. Please feel free to contact me with any questions at 832-5572, or by email at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org). Thank you.