

Memorandum

To: Finance Committee

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

Date: January 14, 2015

Re: Action: Award the Municipal Services HVAC Alterations to August Winter in the amount of \$59,000 with a contingency of \$2,500 for a contract total not to exceed \$61,500.

The bids for the Municipal Services HVAC Alterations Project were opened on December 30, 2014.

This project will remove the existing unit ventilators and exhaust fans currently serving the men's and women's locker rooms. They will be replaced with an energy recovery ventilator properly sized per code to cover exhaust for the men's locker and toilet, the women's locker and toilets, adjacent workout room, and laundry room. The bids came within our allocated budget of \$75,000 which included engineering services.

Six bids were received for the project. The bids are listed below:

<u>Company</u>	<u>Bid Amount</u>
A & J Mechanical	\$79,475
August Winter	\$59,000
Best Mechanical Services	\$86,500
B&P Mechanical	\$85,000
Great Lakes Mechanical	\$95,000
Hurckman Mechanical	\$75,350

August Winter was determined to be the lowest qualified bidder. The Department is recommending a \$2,500 contingency on the base bid of \$59,000 for a total contract amount of \$61,500. Our engineer has verified that August Winter's bid, despite being significantly lower than the others bidders, meet all specifications and requirements.

It is the recommendation of the Parks, Recreation and Facilities Management Department to award the contract to August Winter.

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

