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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 1/08/2024

RE: Action: Award the City of Appleton's "Library Signage Package" contract to Seating Concepts Inc., in the amount of \$185,994.61 with a contingency of \$10,000 for a project total not to exceed \$195,994.61.

The Appleton Public Library Capital Improvement Plan includes funding to pay for interior, exterior and specialty signage for the Appleton Public Library Construction project. The signage package was publicly bid and only received one bidder. The amount was well within our anticipated target of \$250,000 and the contractor has a successful history and experience in providing quality signage.

We recommend providing a contract to Seating Concepts, Inc. to perform this work.

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