



“...meeting community needs...enhancing quality of life.”

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 1/13/2020

RE: Action: Award the City of Appleton “2019 MSB Acoustical Ceiling Upgrades Phase 2 Project – Electrical Package” contract to VOE Power and Systems, LLC. in the amount of \$38,700 with a contingency of \$1,900 for a project total not to exceed \$40,600.

Action: Approve balance transfer of \$11,000 from the “2019 MSB Lighting Upgrades Project” to “2019 MSB Ceiling Tile Replacement Project.”

The 2019 Capital Improvement Plan includes \$75,000 to replace several areas of acoustical ceiling at the Municipal Services Building. Of that amount, \$8,475 was spent on design leaving a balance \$66,525 for construction. This project was bid in two different phases to maximize the dollars spent. The first phase of this project was to install the acoustical grid and panels which totaled \$35,925 leaving a balance of \$30,600. The remaining items within the project scope were bid in Phase 2 - Electrical Package. The Phase 2 Electrical Package includes all the electrical aspects of the acoustical ceiling replacement along with items from the 2019 MSB Lighting Upgrades CIP, which is the basis for the budget transfer.

The bids were received as follows:

VOE Power and Systems, LLC. (low bid)	\$38,700
Northern Electric, Inc.	\$40,075
Floske Electrical Services, LLC.	\$68,749

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to VOE Power and Systems, LLC. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer’s recommendation. Therefore, we recommend awarding the contract to VOE Power and Systems, LLC. in the amount of \$38,700 plus a contingency of \$1,900 only to be utilized as needed.

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