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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Parks and Recreation Committee

FROM: Dean R. Gazza

DATE: 03/11/2024

RE: Action Item: Request to award the City of Appleton's "2024 Highview Park Playground Equipment Project" contract to Lee Recreation in an amount not to exceed \$95,000.

The 2024 Capital Improvement Plan includes \$150,000 to install a new playground at Highview Park. The Parks, Recreation, and Facilities Management Department (PRFMD) issued an RFP package for the design, supply, and installation of new playground equipment at Highview Park. Suppliers were asked to propose various playgrounds that fit within our budget.

We received seven proposals (Lee Recreation, Minnesota-Wisconsin Playgrounds, Boland Recreation, and Gerber Leisure). We internally reviewed all seven proposals with staff and the Lee Recreation proposal was selected based on value, design, and innovation.

The Parks, Recreation, and Facilities Management Department recommends awarding the contract for the Highview Playground Project to Lee Recreation in an amount not to exceed \$95,000, which is the cost of the chosen proposal.

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