



“...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: 07/10/2017

RE: Action: Award the City of Appleton Parks, Recreation, and Facilities Management Building “2017 HVAC Replacement Project” contract to B & P Mechanical, Inc. in the amount of \$401,000 with a contingency of \$20,500 for a contract total not to exceed \$421,500

Action: Approve positive balance transfer of \$206,000 from the “Erb Park and Pool Project” to “PRFMD HVAC Replacement Project.”

The 2016 Capital Improvement Plan includes \$240,000 to replace the HVAC system at the Parks Recreation, and Facilities Management Building (Facilities and Grounds Operations Center). Of that amount, \$24,500 has been utilized for professional services, leaving a balance of \$215,500 for construction. The project includes installing a new variable air volume distribution system and new air handling units to the offices. The existing HVAC system is at the end of its life cycle, and is not energy efficient. This project will also include the replacement of existing ceiling tiles and office lighting.

The bids were received as follows:

B & P Mechanical, Inc. (low bid)	\$401,000
August Winter and Sons, Inc.	\$470,465

During design phase it was determined that we should incorporate a variable air volume distribution system, as opposed to the current system that was not designed for a commercial office setting, thus raising the anticipated cost of this project. We are requesting to utilize the positive variance from the Erb Park and Pool Project as that project was bid below the estimated project cost.

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to B & P Mechanical, Inc. 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 B & P Mechanical, Inc. in the amount of \$401,000 plus a contingency of \$20,500 only to be utilized as needed.

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