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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 9/9/2019

RE: Action: Award the City of Appleton "2019 Parks Hardscapes Project – Vulcan Heritage" contract to Highway Landscapers, Inc. in the amount of \$57,000 with a contingency of \$5,000 for a project total not to exceed \$62,000.

The 2019 Capital Improvement Plan includes \$200,000 to repair hardscapes at various city parks. Of that amount, \$62,000 has been allocated to extend the Vulcan Heritage sidewalk from the parking lot, across the railroad tracks, connecting to the Water Street Sidewalk. The balance of the 2019 hardscape budget will be utilized at several other parks including, but not limited to: Pierce Park, Kiwanis Park, and Appleton Memorial Park.

The bids were received as follows:

**Highway Landscapers, Inc. (low bid)      \$57,000**

Although five contractors downloaded the bid documents, only one submitted a bid. This project is complicated due to the railroad crossing and the contractor will have to coordinate the work on a daily basis with the railroad. Although only one company submitted a bid the cost is in line with the engineer's probable cost estimate.

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Highway Landscapers, 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 Highway Landscapers, Inc. in the amount of \$57,000 plus a contingency of \$6,000 only to be utilized as needed.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.