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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 1/24/2022

RE: Action: Award the City of Appleton's "2022 City Hall Common Space Remodel" contract to Milbach Construction Services, Co. in the amount of \$1,535,058 with a contingency of 10% for a contact total not to exceed \$1,688,564.

The 2022 Capital Improvement Plan and 2021 carryover includes funding to upgrade the interior finishes within the 5<sup>th</sup> and 6th floors of City Hall. Also, additional funds were approved for workstation upgrades and security upgrades.

City Hall was upgraded in 1994 with no major upgrades since that time. The carpet, furniture and systems are outdated and in need of renovation. In 2020, the escalators were decommissioned as a result of failing components. The escalator had been running since 1958.

This project includes replacing carpeting, ceiling tile, lighting, painting and also upgrading the 6th floor public restrooms. In addition, a staircase will join the 5th and 6th floors to replace the obsolete escalators.

Bids were opened on January 18, 2022 where the lowest bid was provided by Milbach Construction Services, Co. Three general contractors attended the project walk-through, but only one bid was received. Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Milbach Construction Services, Co. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and feel this bid is competitive and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Milbach Construction Services, Co. in the amount of \$1,535,058 plus a contingency of 10% 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.