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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 9/26/2022

RE: Action: Award the 2022 Lake Station Gate Improvements Project contract to Milbach Construction Services Co., in the amount of \$72,000 with a contingency of 10% for a project total not to exceed \$79,200.

The 2022 Capital Improvement Plan includes \$200,000 to upgrade the front entrance gate at the Lake Station. Of that amount \$24,850 has been utilized for design, leaving a balance of \$175,150 for construction. This facility's entrance gate is original to the facility and its mechanicals are at the end of their useful life. The needed repairs include opener, card access, and new wiring from the facility to the gate.

The bid was received as follows:

Milbach Construction Services Co. (low bid) \$72,000

Although only one bid was received, the bid was below the engineer's cost estimate.

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 is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Milbach Construction Co. in the amount of \$72,000 plus a contingency of 10% only to be utilized as needed.

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