



FIRE DEPARTMENT

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Memorandum

To: Alderperson Lobner, Chairperson
Safety and Licensing Committee

From: Len Vander Wyst, Fire Chief

Date: August 6, 2015

Re: Request to Sole Source the Training Tower Window Reconstruction

As you might recall, the Appleton Fire Department budgeted capital project funds for the training tower repairs/upgrade in 2015. The project extends over three years with the first year being the window upgrade for \$30,000. Unfortunately, this project is not a simple window replacement. Due to the specialty use of the training tower for various types of training, the window replacement will include a 'window shutter' design that allows for the flexibility needed for the multitude of training scenarios.

There are a limited number of vendors of this type of construction. The department has located only one in the entire state, Calls Metal Building Erectors of Somers, Wisconsin, who uses manufactured parts from Fire Facilities, Inc. from Sun Prairie, Wisconsin. Therefore, the department is respectfully requesting to sole source this project for an amount not to exceed \$30,000 to provide the necessary modifications to make the training tower more efficient and safe for our firefighters.

I respectfully request that the Safety and Licensing Committees approve this request. Please do not hesitate to contact me should you have any additional questions or concerns. Thanks!