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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

DATE: 11/18/2015

RE: Action Item: Reject awarding Wastewater Treatment Plant S- Building Air Handler Replacement to B&P Mechanical for a contract amount of \$168,000.

Action Item: Reallocate balance of funds, \$112,190, from Wastewater Treatment Plant S-Building Air Handler Replacement project for replacement of electrical transformer and switchgear at the Wastewater Plant.

The 2015 Parks, Recreation and Facilities Management Department Capital Improvement Program includes funding for the replacement of an air handling unit at the Wastewater Plant. Of the \$125,000 budgeted, \$12,810 was utilized for engineering leaving a balance of \$112,190 and an overall shortfall of \$55,810 to complete this project.

We will defer the replacement of this air handler unit until 2017. The current air handler will continue to receive service until it can be replaced. We underestimated the cost of this project. A project such as this is truly unique because the replacement had to be re-engineered to address changes that have taken place over the years at the Wastewater Plant and to meet the current codes.

This past week we finished up our preventive maintenance testing of the transformers at the Wastewater Plant. Preventive maintenance testing is conducted to find potential issues before they turn into much larger ones. Unfortunately, we identified a transformer that is in critical condition and in need of immediate replacement.

To cover the costs of the replacement transformer I am asking to reallocate the remaining \$112,190 from the air handler replacement project for these electrical upgrades. We are currently getting estimates for the electrical repairs and will only utilize the amount required based on the most competitive proposal we receive.

Please feel free to contact me at 832-5572 or by email at dean.gazza@appleton.org. with any questions or comments.