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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/1/2017

RE: Action: Award the Fire Station #3 "2017 Roof Replacement Project" contract to Kaschak Roofing in the amount of \$121,900 with a contingency of 10% for a project total not to exceed \$134,000.

The 2016 Capital Improvement Plan includes \$150,000 for the replacement of the roofs at Fire Station #3 and Fire Station #5. Both buildings are identical and both were constructed in 1991. In 2004 both roofs were replaced like in kind. Based on the short lifespan experienced on the roofs, we hired a consulting engineer to complete a comprehensive roof investigation on both buildings. During the investigation, it was determined that the buildings were constructed without the proper insulation and venting, causing the shingles to prematurely fail. For the allotted 2017 budget it was determined that we could not complete both roof repairs. Therefore, we decided to complete Fire Station #3 this year, and include Fire Station #5 into the 2018 CIP budget. Our annual roof inspection program identifies roofing in need of replacement and allocates resources to allow for proactive replacement to protect and preserve the facility's asset.

The bids were received as follows:

Kaschak Roofing (low bid)	\$121, 900
Pioneer Roofing	\$123,164
PHD Roof Doctors	\$144,872

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Weinert Roofing. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineers recommendation, therefore we recommend awarding the contract to Kaschak Roofing in the amount of \$121,900 plus a contingency of 10% only to be utilized if needed.

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