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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

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

DATE: 3/1/2017

RE: Action Item: Award contract to Hoffman Planning, Design and Construction for design and engineering services for Blue Ramp Demolition for a contract of \$101,813 and a contingency of 15% for a contract not-to-exceed \$117,085.

The 2017 Capital Improvement budget allocated monies to perform design and engineering services for the demolition of the Blue Ramp. Three firms responded to Request for Proposals and were evaluated for relevant experience, prior project success, project team, project understanding/study methodology, project schedule and cost. It was important that the firms clearly demonstrated experience in demolition similar in nature to our project. For this project the Director of Public Works, Facilities Manager, Facilities Project Manager and I scored the proposals. Below are the pricing and scores received from the RFP evaluation.

AECOM	- \$215,800 (points 79.00)
Hoffman	- \$101,913 (points 78.25)
Zimmerman	- \$219,444 (points 74.75)

After careful review our team recommends awarding a contract to Hoffman for \$117,085. Hoffman effectively demonstrated the necessary expertise for all areas of this project. Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.