



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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To: Library Board

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

Date: October 17, 2017

Re: Action: Recommend awarding the Library CIP carpet replacement contract to H.J. Martin & Son, Inc. for \$27,615 with an additional \$1,381 for contingencies, for a contract total not to exceed \$28,996.

The 2017 Capital Improvement Plan includes \$30,000 for replacing carpeting on the first floor. The existing carpeting has exceeded its average useful life and is showing signs of normal wear including matting and tears. The area of work focuses on the first floor public and teen area totaling 5,368 square feet.

The bids were received as follows:

H.J. Martin & Son, Inc.	\$27,615.00
Total Floor Covering	\$31,126.92
Schleis Floor Covering	No bid

The Parks, Recreation, and Facilities Management Department recommends approving the contract to H.J. Martin & Son, Inc. in the amount of \$27,615, plus a contingency of \$1,381 only to be utilized as needed.

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