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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 11/22/2021

RE: Action: Award the City of Appleton's "Green Ramp Light Fixture Installation Project" contract to Van Ert Electric Co., Inc. in the amount of \$84,500 with a contingency of \$5,507 for a project total not to exceed \$90,007.

The 2021 Capital Improvement Plan includes \$185,000 to replace the lighting fixtures at the Green Parking Ramp. Of that amount, \$14,900 has been utilized for professional services and \$160,093 has been utilized for the direct purchase of the light fixtures, leaving a balance of \$10,007 for installation of the fixtures. This request includes installation of the replacement light fixtures for all lights in the Green Parking Ramp. The existing lighting is inefficient, at the end of its useful life, and needs replacement. Over the last year the cost of light fixtures and the materials for installation has gone up over 50% causing the project to come in over budget. The Parking Ramp fund currently has sufficient funds to cover the overages for the 2021 Green Ramp Light Fixture Installation Project. The existing light fixtures are failing and have to be replaced. The Parks, Recreation, and Facilities Management Department and the Parking Utility both recommend that we proceed with the contract to install the light fixtures based upon the current need.

The quotes were received as follows:

Van Ert Electric Co., Inc. (low)	\$84,500
Elmstar Electric Corporation	\$159,962

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Van Ert Electric Co., Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Van Ert Electric Co., Inc. in the amount of \$84,500 plus a contingency of \$5,507 only to be utilized as needed.

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