



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 www.menashautilities.com

MEMORANDUM

TO: Public Works Department

FROM: Melanie Krause, General Manager
Tim Gosz, Water Utility Manager

DATE: August 30, 2016

SUBJECT: Recommendation for Award

At the Regular Meeting on August 24, the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of award of the Reservoir Membrane Roof System bid to Northeastern Roofing, Inc., in the amount of \$97,750. This contract is for installing a rubber membrane roof over the High Lift pump station.

Copies of supporting documents are enclosed.

McMAHON

ENGINEERS ARCHITECTS

August 23, 2016

Melanie Krause
Menasha Utilities
321 Milwaukee Street
Menasha, WI 59452

Re: Menasha Utilities
Highlift Reservoir Roofing
Letter Of Recommendation
McM. No. M0002-9-16-00217.00

On August 23, 2016, bids were received at Menasha Utilities office, 321 Milwaukee Street, Menasha, WI for the above referenced project. Two (2) bids were received, ranging in price from \$97,750 to \$131,800 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract M0002-9-16-00217 to the low bidder, Northeastern Roofing, Inc., in the amount of \$97,750.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMAHON



Donald J. Voogt, P.E., BCEE
Vice President /Senior Project Engineer

DJV:sdk

Enclosures: Notice of Awards (3 copies)
Bid Tabulation



BID TABULATION

Owner:	Menasha Utilities
Project Name:	Highlift Reservoir Roofing
Contract No.	M0002-9-16-00217.00
Bid Date:	August 23, 2016
Bid Time:	1:00 p.m.
Project Manager:	Don Voogt

Contract No. M0002-9-16-00217	Northeastern Roofing, Inc. 230 Morrow Street Seymour, WI 54165	Weinert Roofing 1897 Progress Way Kaukauna, WI 54130	
BASE BID	\$97,750.00	\$131,800.00	
Bid Security	10%	10%	
Addenda (if applicable)	#1	#1	

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: NORTHEASTERN ROOFING, INC.
230 Morrow Street
Seymour, WI 54165

Contract No. M002-9-16-00217.00

Project: Highlift Reservoir Roofing
Menasha Utilities
Menasha, Wisconsin

You are notified that your Bid, dated 8/23/16, for the above Contract has been considered. You are the apparent successful Bidder and have been awarded a Contract for the Menasha Utilities Highlift Reservoir Roofing project.

The Contract Price of your contract is Ninety-Seven Thousand Seven Hundred Fifty Dollars (\$97,750.00).

You must comply with the following conditions precedent within **15-days** of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the Contract Documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 5.1) and Supplementary Conditions.
3. You must deliver Insurance Certification complying with the General Conditions and Supplemental Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

[One (1) fully signed counterpart of the Agreement, with the Contract Documents attached, will be returned to you within 15-days after you comply with the above noted conditions.]

MENASHA UTILITIES:

(authorized signature)

(title)

Witness: _____

L.D.