

May 12, 2008

Ald. Gregory Holding
Chairman, Public Works
and Services Committee
Racine, Wisconsin

**RE: Waiving of Formal Bidding Procedures
for the Replacement of City Hall Windows**

Dear Alderman Holding:

We are requesting permission to waive formal bidding procedures for the replacement of the windows on the east side of City Hall.

Therefore, we are recommending awarding the contract for the above window replacement to B&D Contractors, Inc., New Berlin, WI, at their cost of \$74,500.00. Funds are available for this work in Account 931.000.5630, City Hall Exterior Repairs.

They are being utilized because they were the low bidder on the original City Hall window replacement project and they are familiar with the project requirements on this task. Their quoted price is what the insurance company reimbursement cost was based on.

Sincerely,

Thomas M. Eeg
Assistant Commissioner of Public Works

TME:das

cc: Rick Jones
Ben Hughes