



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Agenda - Final Finance Committee

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Monday, March 7, 2022

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[22-0266](#) February 21, 2022 Finance Committee meeting minutes

**Attachments:** [MeetingMinutes Feb 21-2022-09-09-11.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[22-0273](#) Request to approve the 2021-2022 Budget carryover appropriations:

1. Items not under contract \$24,152,421
2. Items requesting Special Consideration \$686,626

(2/3 vote of Council required)

**Attachments:** [Not Under Contract 2021-2022 Carryover.pdf](#)  
[Special Consideration 2021-2022 Carryover.pdf](#)

[22-0267](#) Request to award Unit C-22 Sidewalk Sawcutting to ASTI Sawing, Inc in an amount not to exceed \$30,000 (year 2 of 3-year agreement)

**Attachments:** [Award of Contract Unit C-22.pdf](#)

[22-0268](#) Request to award Unit B-22 Asphalt Pavement Reconstruction to Peters Concrete Company in the amount of \$1,445,674 with a 7% contingency of \$100,000 for a project total not to exceed \$1,545,674. This is contingent upon the approval of the \$275,000 budget adjustment/carryover request.

**Attachments:** [Award of Contract Unit B-22.pdf](#)

- [22-0269](#) Request to approve Finance Committee Report 2-P-22 for Sanitary Laterals, Storm Laterals and Storm Main
- Attachments:** [Report 2-P-22.pdf](#)
- [22-0274](#) Request to award the 2022 AWWTP Electrical Distribution Upgrades - Phase 5 Project contract to Van Ert Electric, Inc in the amount of \$1,595,000 with a contingency of 10% for a project total not to exceed \$1,754,500
- Attachments:** [2021 AWWTP Electrical Distribution Upgrades Phase 5 \(Final\).pdf](#)
- [22-0278](#) Request to award the 2022 Green Meadows Tennis and Basketball Court Reconstruction to Northeast Asphalt, Inc in the amount of \$230,550 with a contingency of \$20,850 for a total not to exceed \$251,400
- Attachments:** [2022 Green Meadows Tennis and Basketball Court Action Items.pdf](#)
- [22-0282](#) Request approval to participate in the Solar Now Program at the Library, Municipal Services Building and Valley Transit
- Attachments:** [2022 SolarNOW.pdf](#)
- [22-0054](#) #2-R-22 Improve Communication, Technology, and Pedestrian Safety
- Attachments:** [Finance Committee Resolution 2-R-22.pdf](#)  
[#2-R-22 Communication, Technology Ped. Safety.pdf](#)  
[Resolution 2-R-22 memo.pdf](#)
- Legislative History**
- |         |                   |      |
|---------|-------------------|------|
| 1/24/22 | Finance Committee | held |
| 2/7/22  | Finance Committee | held |

## 6. Information Items

- [22-0270](#) Contract 25-21 was awarded to Dorner, Inc for \$3,290,297 with a contingency of \$82,257 for Sewer and Water Reconstruction No. 1. Change orders were approved totaling \$16,300. Final contract amount is \$3,306,597 with a contingency of \$82,257. Payments issued to date total \$3,043,734.08. Request final payment of \$32,902.97

[22-0271](#) Change Order No 6 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$19,155 resulting in a decrease in contingency from \$236,000 to \$216,845

**Attachments:** [2019 AWWTP Improvements Staab Change Order No6.pdf](#)  
[2019 AWWTP Improvements Project\\_CO6\\_Fully Executed.pdf](#)

[22-0272](#) Change Order No 7 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$57,614 resulting in a decrease in contingency from \$216,845 to \$159,231

**Attachments:** [2019 AWWTP Improvements Staab Change Order No7.pdf](#)  
[CO-07-Cost to provide six 12in SS Knife Gate Valves.pdf](#)

[22-0283](#) The following 2021-2022 Budget carryover appropriations were approved in accordance with Policy:

1. Amounts under contract \$16,940,289
2. Non-Lapsing Funds \$1,192,384

**Attachments:** [Under Contract 2021-2022 Carryover.pdf](#)  
[Non-Lapsing 2021-2022 Carryover.pdf](#)

## 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*

*For questions regarding this agenda, please contact Director Jeri Ohman at (920) 832-5742*



# City of Appleton

100 North Appleton Street  
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## Meeting Minutes Finance Committee

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Monday, February 21, 2022

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 5:34pm**

2. Roll call of membership

**Present:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

3. Approval of minutes from previous meeting

[22-0196](#)

February 7, 2022 Finance Committee meeting minutes

**Attachments:** [MeetingMinutesFeb-07-2022-03-02-07.pdf](#)

**Reed moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0216](#)

Request to deny Vantage Financial Leasing request for refund of 2020 personal property taxes for parcel 31-2-99-4280-50

**Attachments:** [Requests for refund of property taxes.pdf](#)

[Vantage Financial 2020.pdf](#)

**Firkus moved, seconded by Reed, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0217](#)

Request to approve Vantage Financial Leasing request to rescind 2021 personal property taxes for parcel 31-2-99-4280-50

**Attachments:**     [Requests for refund of property taxes.pdf](#)  
[Vantage Financial 2021.pdf](#)

**Meltzer moved, seconded by Reed, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0197](#)

Request to award Unit A-22 Concrete Paving to Vinton Construction in the amount of \$4,382,958 with a 2.5% contingency of \$107,000 for a project total not to exceed \$4,489,958

**Attachments:**     [Award of Contract Unit A-22.pdf](#)

**Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0198](#)

Request to award Unit Z-22 Sewer & Water Reconstruction to Calnin & Goss, Inc in the amount of \$1,380,182 with a 7.5% contingency of \$103,514 for a project total not to exceed \$1,483,695

**Attachments:**     [Award of Contract Unit Z-22.pdf](#)

**Reed moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0199](#)

Request to approve Finance Committee Report 1-P-22 for Concrete Pavement, Sidewalk Construction and Driveway Aprons

**Attachments:**     [Report 1-P-22.pdf](#)

**Firkus moved, seconded by Van Zeeland, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0215](#)

Request to deny Manos Holdings (Dental Associates) request for refund of 2021 real estate property taxes for 2115 E Evergreen Dr, Appleton, WI (parcel 31-1-6510-39)

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Manos Holdings.pdf](#)

**Reed moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0218](#)

Request to approve Smart Choice MRI request to rescind 2021 personal property taxes for parcel 31-9-99-0132-30

**Attachments:** [Requests for refund of property taxes.pdf](#)  
[Smart Choice MRI.pdf](#)

**Firkus moved, seconded by Van Zeeland, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0219](#)

Request to approve the following 2022 Budget amendment:

**COVID-19 Response Grant Fund**

|                             |            |
|-----------------------------|------------|
| Health Grants & Aids        | +\$120,900 |
| Salaries                    | +\$ 66,407 |
| Fringes                     | +\$ 35,128 |
| Travel/Training             | +\$ 12,059 |
| Office Supplies             | +\$ 2,787  |
| Other Contracts/Obligations | +\$ 4,519  |

to record additional grant funds from the State Department of Health Services for 2022-2023 to establish, expand, train, and sustain the public health workforce to support COVID-19 activities

**Attachments:** [2022 PHEP Workforce Grant.pdf](#)

**Meltzer moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

**6. Information Items**

*None*

7. Adjournment

**Reed moved, seconded by Van Zeeland, that the meeting be adjourned. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

2021 - 2022 Budget Carryover Requests - Not Under Contract

|  |            | Vendor                   | Description  | Amount           | Justification  |
|--|------------|--------------------------|--|------------------|--|
| <b>ARPA</b>                              |            |                          |  |                  |  |
| 2800 & 2801                              | Various    |                          | Various projects approved by Council 11/2021   | 5,316,343        | Unspent 2021 ARPA funds  |
|  |            |                          |  | <b>5,316,343</b> |  |
| <b>TIF #12</b>                           |            |                          |  |                  |  |
| 4151                                     | 659900     | Various                  | TIF #12 Business Enhancement Grants  | 21,000           | TIF Business Enhancement Grants allow for one year after the grant agreement dates for the completion of work. Funding will be paid out in 2022 for the completion of projects still in progress as of year-end. Supply chain issues have also delayed supplies requiring extensions of the timeline for several projects. |
|  |            |                          |  | <b>21,000</b>    |  |
| <b>IT Capital Project Fund</b>           |            |                          |  |                  |  |
| ITCAP                                    | CHAMBERS   |                          | Council Chambers Equipment Upgrades  | 65,000           | Excess Fund Balance from 2020 - project delayed due to staffing shortages  |
| ITCAP                                    | PCREPL     |                          | PC & MDC Replacements  | 150,000          | Project delayed due to staffing shortages  |
|  |            |                          |  | <b>215,000</b>   |  |
| <b>Public Works Capital Project Fund</b> |            |                          |  |                  |  |
| 4240                                     | 680901     |                          | Apple Creek Rd Shoulder widening   | 39,032           | Project not completed.   |
| 4240                                     | 680901     |                          | Asphalt Paving   | 199,003          | Temporary Asphalt in new Subdivisions.   |
| 4240                                     | 680901     |                          | Asphalt Paving   | 275,000          | 2022 Asphalt Paving project  |
|  |            |                          |  | <b>513,035</b>   |  |
| <b>Facilities Capital Project Fund</b>   |            |                          |  |                  |  |
| Facilities                               | Statuemon  |                          | Statues & Monuments  | 18,895           | Replace damaged decorative concrete around Soldier Square Monument.  |
| Facilities                               | Library    |                          | Library  | 2,491,286        | Construction begins in 2022  |
| Facilities                               | Traildevlp |                          | Construction Ellen Kort Trail Phase I  | 659,527          | Funding was approved by Council in late 2021. Project will be bid in 2022  |
| Facilities                               | Facreno    |                          | MSB Office Renovation  | 5,805            | Final Phase of MSB Office Renovation   |
| Facilities                               | HVAC       |                          | MSB HVAC Improvements  | 25,000           | Final Phase of MSB-HVAC Improvements   |
| Facilities                               | Interior   |                          | City Hall 5th and 6th Floor Common Space Upgrades  | 78,995           | Project starting March 2022.   |
| Facilities                               | Facreno    |                          | City Hall 5th and 6th Floor Common Space Upgrades  | 22,183           | Project starting March 2022.   |
| Facilities                               | Parkdevlp  |                          | Jones Park Shade   | 171,420          | Design and pricing being completed. Finalizing design to complete spring 2022.   |
|  |            |                          |  | <b>3,473,111</b> |  |
| <b>Parking Utility</b>                   |            |                          |  |                  |  |
| 5123                                     | 632800     | Crescent Electric        | Green Parking Ramp Lighting Upgrades   | 59,675           | Project in process. Will be completed in 2022  |
| 5123                                     | 640400     | Desman Design Management | Planning, design and administrative services related to the structural maintenance of City ramps | 30,700           | Funds to be utilized as part of the 2022 scope of services for the Parking Ramps   |
|  |            |                          |  | <b>90,375</b>    |  |
| <b>Stormwater Utility</b>                |            |                          |  |                  |  |
| 5230                                     | 680100     | Apple Tree Appleton Four | Lightning Drive Stormwater Pond  | 201,648          | Apple Ridge Land Dedication Agreement from 5/19/2021   |
|  |            |                          |  | <b>201,648</b>   |  |
| <b>Water Utility</b>                     |            |                          |  |                  |  |
| WTRSUPPLY                                | LKSTAT     |                          | Intake & Shorewell Upgrades  | 29,475           | Project on hold until supply main is rerouted and engineered.  |
| WTRFMDFAC                                | HVAC       |                          | Water Plant HVAC Projects  | 76,500           | Balance of budget to complete projects in 2022   |
| WTRSUPPLY                                | SUPLINE    |                          | Lake Station & Supply Main upgrades  | 134,711          | Balance of budget to be used for Supply Main consulting and project management   |
| WTRSUPPLY                                | SUPLINE    |                          | New Supply Main installation   | 8,280,000        | Reviewing construction route and options, construction to start later in 2022  |
| WTRSUPPLY                                | INTAKE     |                          | Intake replacement   | 170,656          | Project on hold until supply main installation is completed, reviewing needs   |
| WTRUTL                                   | CHEMSTORAG |                          | Water Chemical Storage upgrades  | 75,000           | Waiting for regulatory response from WDNR on project request   |
|  |            |                          |  | <b>8,766,342</b> |  |



|  |            | Vendor                  | Description  | Amount            | Justification   |
|--|------------|-------------------------|--|-------------------|---|
| <b>Wastewater Utility</b>                    |            |                         |  |                   |   |
| 5427   | 640800     |                         | Spot Repairs, Protruding Tap and Mineral Deposit Removal | 59,921            | Originally planned to be sewer liner. After investigation lining was not an option. Work will need to be open cut emergency repair.                                 |
| WWUTL  | BELTFILTER |                         | Belt Filter Dewatering Equipment                         | 390,540           | Balance of consulting budget to be used for construction management   |
| WWUTL  | SLUDGESTOR |                         | Sludge Storage Addition                                  | 971,779           | Balance of budget to be used for construction management and potential increased material costs.  |
| WWFMD  | ELECTDISTR |                         | WWTP Electrical Distribution upgrades                    | 682,407           | Balance of electrical distribution project, construction delayed due to supply chain  |
| WWFMD  | HVAC       |                         | WWTP HVAC projects                                       | 4,675             | Balance of HVAC project budget, to be used for S & T Building projects  |
| WWUTL  | PLCSCADA   |                         | Fiber optic replacement                                  | 10,000            | Developing project needs and prioritizing with other projects and funding available   |
| WWUTL  | PLCSCADA   |                         |  | 21,686            | Developing project needs and prioritizing with other projects and funding available   |
| 5422   | 641800     |                         | V-building scale demo                                    | 25,000            | Work will be combined with the Belt Filter Project construction.  |
| WWFMD  | HARDSCAPE  |                         | WWTP Hardscape Improvements                              | 57,854            | Balance of Hardscape budget to be used towards 2022 projects  |
|  |            |                         |  | <b>2,223,862</b>  |   |
| <b>Valley Transit</b>                        |            |                         |  |                   |   |
| 58072000                                     | 680403     |                         | Purchase replacement staff vehicle                       | 50,000            | Project incomplete  |
| 58073000                                     | 680402     |                         | Purchase furniture for TC                                | 25,000            | Project incomplete  |
| 58079000                                     | 631603     |                         | Cares Act funds  | 191,098           | Ongoing expenses  |
| 58073000                                     | 680300     |                         | Whitman remodel  | 140,397           | Project incomplete  |
|  |            |                         |  | <b>406,495</b>    |   |
| <b>Mayor</b>                                 |            |                         |  |                   |   |
| 10520  | 640400     |                         | Economic Development Study                               | 25,000            | Prior Year excess fund balance  |
| <b>Finance</b>                               |            |                         |  |                   |   |
| 11530  | 610100     |                         | Data Analyst Position                                    | 42,212            | One-year term - started 11/1/21 - carryover remaining salary dollars  |
| <b>General Administration - General Fund</b> |            |                         |  |                   |   |
| 12020  | 664000     |                         | State Aid contingency                                    | 812,267           | Carry forward balance   |
| 12020  | 664000     |                         | Fuel Price contingency                                   | 137,315           | Carry forward balance   |
| 12020  | 664000     |                         | Operating contingency                                    | 402,298           | Carry forward balance   |
| 12020  | 664100     |                         | Wage Reserve   | 1,000,057         | Carry forward balance   |
| <b>DPW</b>                                   |            |                         |  |                   |   |
| 17014  | 680901     |                         | Meade Enhanced Crosswalk                                 | 50,000            | Project not completed. Per 7/12/21 Finance Committee Meeting 21-0946. Project to be bid and constructed in 2022.  |
| 17015  | 680902     |                         | Sidewalk Green Dot Construction                          | 75,000            | Project not completed. Per 7/12/21 Finance Committee Meeting 29-0946. Project to be bid and constructed in 2022.  |
| <b>Police</b>                                |            |                         |  |                   |   |
| 17511  | 620100     | Various                 | Training Certifications                                  | 16,000            | Training postponed in 2021 due to COVID   |
| 17511  | 631603     | Various                 | Women's Public Safety Event                              | 3,500             | Event postponed until February 2022   |
| 17541  | 631603     | No. Amer. Rescue/Conway | Trauma kits / door breach sledge                         | 4,000             | Delayed in shipment, scheduled to receive in 2022   |
| <b>Library</b>                               |            |                         |  |                   |   |
| 16010-033                                    | Various    |                         |  | 234,247           | Utilizing unexpended funds from 2021 for contracted security at temporary library and for temporary library lease expenditures                                      |
| 16023  | 659900     |                         |  | 23,751            | Granted funds from Friends from 2020-21 carryover for patron support services (\$15,227) and unexpended funds from 2021 (\$8,524)                                   |
| 16033  | 632700     |                         |  | 38,738            | Utilizing unexpended funds from 2021 due to vacancies in positions that purchase and set up equipment as well as supply chain delays.                               |
| 16031  | 642000     |                         |  | 60,825            | Facilities-Utilizing money saved in 2021 allows us to cover internal facilities management charges for assistance during the moves to and from the current library. |
| <b>Total - General Fund</b>                  |            |                         |  | <b>2,925,210</b>  |   |
| <b>Grand Total - Not Under Contract</b>      |            |                         |  | <b>24,152,421</b> |   |

2021 - 2022 Budget Carryover Requests - Special Consideration

|  |           | Vendor               | Description                                 | Amount         | Justification  |
|--|-----------|----------------------|---|----------------|--|
| <b>Sanitation Fund</b>                     |           |                      |   |                |  |
| 2201                                       | 632700    |                      | Time clock for MSB                          | 1,750          | Punch clock replacement for antiquated equipment   |
|  |           |                      |   | <b>1,750</b>   |  |
| <b>Facilities Capital Project Fund</b>     |           |                      |   |                |  |
| Facilities                                 | HVAC      |                      | Lighting and Amenities for Pickleball Court | 108,000        | Would allow new Pickleball court to be utilized at times lighting is needed. Also amenities would provide seating and shade.                           |
| Facilities                                 | HVAC      |                      | Lundgaard Park Fund Raising Materials       | 25,000         | Consultant will provide marketing plan and website for the City and Friends of the Fire Department to collaboratively seek donations for the new park. |
| Facilities                                 | HVAC      |                      | MSB Salt Shed                               | 25,000         | Winter frost damages to service door and interior concrete wall.   |
|  |           |                      |   | <b>158,000</b> |  |
| <b>Parking Utility</b>                     |           |                      |   |                |  |
| 5123                                       | 680300    |                      | Doors for Green Ramp Skywalk                | 10,000         | Required ADA doors   |
|  |           |                      |   | <b>10,000</b>  |  |
| <b>Water Utility</b>                       |           |                      |   |                |  |
| 53246650                                   | 632700    |                      | Time clock for MSB                          | 1,750          | Punch clock replacement for antiquated equipment   |
|  |           |                      |   | <b>1,750</b>   |  |
| <b>Wastewater Utility</b>                  |           |                      |   |                |  |
| WWUTL                                      | PIPING    |                      | Belt Filter Dewatering Equipment            | 27,060         | Positive budget variance to be used for increased construction and material costs  |
| WWUTL                                      | PIPING    |                      | Belt Filter Dewatering Equipment            | 61,713         | Positive budget variance to be used for increased construction and material costs  |
| WWUTL                                      | RECSTAT   |                      | Belt Filter Dewatering Equipment            | 41,900         | Positive budget variance to be used for increased construction and material costs  |
| WWUTL                                      | CLARIFIER |                      | Belt Filter Dewatering Equipment            | 98,200         | Positive budget variance to be used for increased construction and material costs  |
| WWUTL                                      | CLARIFIER |                      | Belt Filter Dewatering Equipment            | 213,785        | Positive budget variance to be used for increased construction and material costs  |
|  |           |                      |   | <b>442,658</b> |  |
| <b>Reid Golf Course</b>                    |           |                      |   |                |  |
| 5630                                       | 632700    | Commercial Appliance | Replace walk in freezer and refridgerator   | 30,000         | Record revenue in 2021 allowed for purchase of equipment, back ordered 6 months require carryover request  |
|  |           |                      |   | <b>30,000</b>  |  |
| <b>Information Technology</b>              |           |                      |   |                |  |
| 13030                                      | 640400    |                      | Network Security Remediation                | 18,000         | Implement user account control on city computers   |
| 17021/31/34                                | 632700    |                      | Time clock for MSB                          | 3,500          | Punch clock replacement for antiquated equipment   |
| <b>Recreation</b>                          |           |                      |   |                |  |
| 16541                                      | 632700    |                      | Recreation Hardware (Laptop)                | 1,668          | Laptop ordered by TS in late 2021 but due to shipping delays it was not received until 2022  |
| <b>Police</b>                              |           |                      |   |                |  |
| 17532                                      | 632700    |                      | Varda Alarms                                | 7,500          | Purchase 2 Cenurion Defenders for investigations   |
| 17541                                      | 632700    | Rieckmann Creations  | SUV squad work drawers                      | 11,800         | Redesign current drawers to fit new SUV's  |
| <b>Total General Fund</b>                  |           |                      |   | <b>42,468</b>  |  |
| <b>Grand Total - Special Consideration</b> |           |                      |   | <b>686,626</b> |  |

**CITY OF APPLETON**  
**Department of Public Works**  
**MEMORANDUM**

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**TO:**  **Finance Committee**  
 **Municipal Services Committee**  
 **Utilities Committee**

**SUBJECT: Award of Contract**

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**The Department of Public Works recommends that the following described work:**  
Unit C-22 Sidewalk Sawcutting

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**Be awarded to:**

Name: ASTI Sawing, Inc.  
Address: 7454 HWY 18-151  
Barneveld, WI 53507

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**In the amount of :** \_\_\_\_\_

**With a** \_\_\_\_\_ **% contingency of :** \_\_\_\_\_

**For a project total not to exceed :** \_\_\_\_\_

**\*\* OR \*\***

**In an amount Not To Exceed :** \_\_\_\_\_ \$30,000.00

Budget: \_\_\_\_\_ \$30,000.00

Estimate: \_\_\_\_\_

Committee Date: \_\_\_\_\_ 03/07/22

Council Date: \_\_\_\_\_ 03/16/22

# Bid Tabulation

Units C-21, C-22, C-23 (Three year agreement)

03/22/2021 01:45 PM CDT

| Bid Item | Description   | Quantity    | Unit           | ASTI Sawing, Inc. |                    |
|----------|---|-------------|----------------|-------------------|--------------------|
|          |   |             |                | Unit Price        | Item Total         |
| 1        | 2021 Sawcut Sidewalk                                  | 1700        | inch-ft        | \$14.95           | \$25,415.00        |
| 2        | 2021 Sawcut Sidewalk (Miscellaneous Locations)        | 400         | inch-ft        | \$19.25           | \$7,700.00         |
| <b>3</b> | <b>2022 Sawcut Sidewalk</b>                           | <b>1700</b> | <b>inch-ft</b> | <b>\$15.25</b>    | <b>\$25,925.00</b> |
| <b>4</b> | <b>2022 Sawcut Sidewalk (Miscellaneous Locations)</b> | <b>400</b>  | <b>inch-ft</b> | <b>\$19.55</b>    | <b>\$7,820.00</b>  |
| 5        | 2023 Sawcut Sidewalk                                  | 1700        | inch-ft        | \$15.45           | \$26,265.00        |
| 6        | 2023 Sawcut Sidewalk (Miscellaneous Locations)        | 400         | inch-ft        | \$19.75           | \$7,900.00         |

**Total:**

**\$101,025.00**



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

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**DEPARTMENT OF PUBLIC WORKS - Engineering Division  
MEMO**

TO: Members of the Finance Committee  
FROM: Ross Buetow, Deputy Director of Public Works / City Engineer  
SUBJECT: Award of Contract - Unit C-21 Sidewalk Sawcutting  
DATE: April 8, 2021

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Over the past ten years, the Department of Public Works has solicited public bids on an annual basis for sidewalk sawcutting, which allows us to eliminate potential trip hazards and extend the life of our sidewalks without having to remove and replace individual sidewalk blocks. Due to the specialized equipment required to perform the work, we have historically only received one bid each year.

In an effort to improve the efficiency of procuring these services (for both the City and potential bidders), our 2021 bid documents requested pricing for a three year period (2021 through 2023). Bids were opened on March 22, 2021 and one bid was received from ASTI Sawing, Inc. (see attached bid summary).

The 2021 bid prices provided by ASTI Sawing are consistent with previous years' prices and show reasonable increases for future work to be performed in 2022 and 2023.

Therefore, we recommend award of Unit C-21 Sidewalk Sawcutting to ASTI Sawing, Inc. in an amount not to exceed \$40,000.00 (our approved 2021 funding). Subsequent contracts for years 2022 and 2023 will be prepared for committee and council approval based on the attached bid prices, assuming continued satisfactory performance by ASTI Sawing, Inc.

Thank you for your consideration.

**CITY OF APPLETON**  
**Department of Public Works**  
**MEMORANDUM**

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**TO:**  **Finance Committee**  
 **Municipal Services Committee**  
 **Utilities Committee**

**SUBJECT: Award of Contract**

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**The Department of Public Works recommends that the following described work:**  
Unit B-22 Asphalt Pavement Reconstruction

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**Be awarded to:**

Name: Peters Concrete Company  
Address: 1516 Atkinson Drive  
Green Bay, WI 54303

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**In the amount of :** \$1,445,673.50  
**With a 7.0 % contingency of :** \$100,000.00  
**For a project total not to exceed :** \$1,545,673.50

**\*\* OR \*\***

**In an amount Not To Exceed :** \_\_\_\_\_

Budget: \$1,550,581.00  
Estimate: \$1,500,000.00  
Committee Date: 03/07/22  
Council Date: 03/16/22

**Bid Tabulation**

**B-22 Asphalt Pavement Reconstruction**

02/21/2022 01:45 PM CST

| Bid Item | Item Description   | Quantity | Unit   | Peters Concrete Co. |              | Vinton Construction Co. |              | Michels Road & Stone, Inc. |              |
|----------|--|----------|--------|---------------------|--------------|-------------------------|--------------|----------------------------|--------------|
|          |  |          |        | Unit Price          | Item Total   | Unit Price              | Item Total   | Unit Price                 | Item Total   |
| 1        | Furnish & Install 8" Plain Concrete Pavement                 | 50       | sq yds | \$70.00             | \$3,500.00   | \$60.00                 | \$3,000.00   | \$71.00                    | \$3,550.00   |
| 2        | Furnish & Install 8" Doweled Concrete Pavement               | 50       | sq yds | \$80.00             | \$4,000.00   | \$65.00                 | \$3,250.00   | \$74.90                    | \$3,745.00   |
| 3        | Furnish & Install 8" 3-Day High Early Concrete Pavement      | 25       | sq yds | \$76.00             | \$1,900.00   | \$65.00                 | \$1,625.00   | \$80.00                    | \$2,000.00   |
| 4        | Furnish & Install 12" Stone Base                             | 24,800   | sq yds | \$8.10              | \$200,880.00 | \$8.45                  | \$209,560.00 | \$6.85                     | \$169,880.00 |
| 5        | Excavation   | 10,350   | cu yds | \$17.54             | \$181,539.00 | \$19.48                 | \$201,618.00 | \$15.50                    | \$160,425.00 |
| 6        | Furnish & Install Geogrid                                    | 24,800   | sq yds | \$1.84              | \$45,632.00  | \$2.50                  | \$62,000.00  | \$1.75                     | \$43,400.00  |
| 7        | Furnish & Install Extra Stone Base                           | 250      | ton    | \$12.50             | \$3,125.00   | \$13.00                 | \$3,250.00   | \$10.90                    | \$2,725.00   |
| 8        | Furnish & Install 30" Concrete Curb & Gutter                 | 11,500   | lin ft | \$15.00             | \$172,500.00 | \$15.65                 | \$179,975.00 | \$15.65                    | \$179,975.00 |
| 9        | Furnish & Install 36" Concrete Curb & Gutter (12" Curb Head) | 1,240    | lin ft | \$32.00             | \$39,680.00  | \$36.00                 | \$44,640.00  | \$36.00                    | \$44,640.00  |
| 10       | Furnish & Install 7" Concrete Driveway Apron                 | 100      | sq ft  | \$6.50              | \$650.00     | \$7.00                  | \$700.00     | \$8.00                     | \$800.00     |
| 11       | Furnish & Install 5" Concrete Driveway Apron                 | 21,320   | sq ft  | \$5.50              | \$117,260.00 | \$5.45                  | \$116,194.00 | \$6.45                     | \$137,514.00 |
| 12       | Furnish & Install 7" Concrete Sidewalk                       | 100      | sq ft  | \$6.50              | \$650.00     | \$7.00                  | \$700.00     | \$8.00                     | \$800.00     |
| 13       | Furnish & Install 5" Concrete Sidewalk                       | 12,825   | sq ft  | \$5.50              | \$70,537.50  | \$5.45                  | \$69,896.25  | \$6.45                     | \$82,721.25  |
| 14       | Furnish & Install 4" Concrete Sidewalk                       | 30,500   | sq ft  | \$5.25              | \$160,125.00 | \$5.35                  | \$163,175.00 | \$5.85                     | \$178,425.00 |
| 15       | Furnish & Install 7" Concrete Handicap Ramp                  | 4,650    | sq ft  | \$7.00              | \$32,550.00  | \$6.95                  | \$32,317.50  | \$7.95                     | \$36,967.50  |
| 16       | Furnish & Install Truncated Dome                             | 688      | sq ft  | \$35.00             | \$24,080.00  | \$30.00                 | \$20,640.00  | \$30.00                    | \$20,640.00  |
| 17       | Furnish & Install 7" Private Concrete Driveway               | 50       | sq ft  | \$6.50              | \$325.00     | \$7.00                  | \$350.00     | \$8.00                     | \$400.00     |
| 18       | Furnish & Install 5" Private Concrete Driveway               | 100      | sq ft  | \$5.50              | \$550.00     | \$6.00                  | \$600.00     | \$7.00                     | \$700.00     |
| 19       | Concrete Pavement Removal                                    | 100      | sq yds | \$5.00              | \$500.00     | \$10.00                 | \$1,000.00   | \$5.00                     | \$500.00     |
| 20       | Asphalt Pavement Removal                                     | 20,350   | sq yds | \$2.15              | \$43,752.50  | \$3.00                  | \$61,050.00  | \$2.50                     | \$50,875.00  |
| 21       | Concrete Curb & Gutter Removal                               | 12,600   | lin ft | \$2.25              | \$28,350.00  | \$2.50                  | \$31,500.00  | \$5.00                     | \$63,000.00  |
| 22       | Asphalt & Concrete Driveway Apron Removal                    | 18,800   | sq ft  | \$0.53              | \$9,964.00   | \$0.57                  | \$10,716.00  | \$1.00                     | \$18,800.00  |
| 23       | Asphalt & Concrete Handicap Ramp Removal                     | 4,650    | sq ft  | \$0.53              | \$2,464.50   | \$0.90                  | \$4,185.00   | \$1.00                     | \$4,650.00   |
| 24       | Asphalt & Concrete Sidewalk Removal                          | 42,800   | sq ft  | \$1.18              | \$50,504.00  | \$0.90                  | \$38,520.00  | \$1.00                     | \$42,800.00  |
| 25       | Private Concrete Drive Removal                               | 75       | sq ft  | \$1.50              | \$112.50     | \$0.90                  | \$67.50      | \$2.00                     | \$150.00     |
| 26       | Private Asphalt Drive Removal                                | 75       | sq ft  | \$1.50              | \$112.50     | \$0.90                  | \$67.50      | \$2.00                     | \$150.00     |
| 27       | Full Depth Saw Cut   | 1,025    | lin ft | \$2.25              | \$2,306.25   | \$2.50                  | \$2,562.50   | \$3.45                     | \$3,536.25   |
| 28       | Saw Cut Curb Head  | 25       | lin ft | \$25.00             | \$625.00     | \$25.00                 | \$625.00     | \$25.00                    | \$625.00     |
| 29       | Furnish & Install Drill Tie Bars                             | 150      | each   | \$10.00             | \$1,500.00   | \$8.00                  | \$1,200.00   | \$8.00                     | \$1,200.00   |
| 30       | Furnish & Install Terrace Restoration                        | 12,375   | sq yds | \$6.75              | \$83,531.25  | \$7.25                  | \$89,718.75  | \$5.75                     | \$71,156.25  |

**Bid Tabulation**

**B-22 Asphalt Pavement Reconstruction**

02/21/2022 01:45 PM CST

| Bid Item          | Item Description   | Quantity | Unit     | Peters Concrete Co.   |             | Vinton Construction Co. |             | Michels Road & Stone, Inc. |             |
|-------------------|--|----------|----------|-----------------------|-------------|-------------------------|-------------|----------------------------|-------------|
|                   |  |          |          | Unit Price            | Item Total  | Unit Price              | Item Total  | Unit Price                 | Item Total  |
| 31                | Furnish & Install Seed, Fertilizer, & Mulch                            | 12,375   | sq yds   | \$1.18                | \$14,602.50 | \$1.50                  | \$18,562.50 | \$1.75                     | \$21,656.25 |
| 32                | Adjust Storm maintenance hole Casting                                  | 40       | each     | \$5.00                | \$200.00    | \$25.00                 | \$1,000.00  | \$513.00                   | \$20,520.00 |
| 33                | Adjust Sanitary maintenance hole Casting                               | 30       | each     | \$5.00                | \$150.00    | \$25.00                 | \$750.00    | \$482.00                   | \$14,460.00 |
| 34                | Adjust Inlet Casting   | 60       | each     | \$5.00                | \$300.00    | \$25.00                 | \$1,500.00  | \$500.00                   | \$30,000.00 |
| 35                | Furnish & Install 48" Storm maintenance hole                           | 20       | vert ft  | \$350.00              | \$7,000.00  | \$100.00                | \$2,000.00  | \$506.00                   | \$10,120.00 |
| 36                | Furnish & Install Sanitary maintenance hole Casting Only               | 8        | each     | \$400.00              | \$3,200.00  | \$300.00                | \$2,400.00  | \$426.00                   | \$3,408.00  |
| 37                | Furnish & Install Storm maintenance hole Casting Only                  | 8        | each     | \$400.00              | \$3,200.00  | \$300.00                | \$2,400.00  | \$404.00                   | \$3,232.00  |
| 38                | Furnish & Install "C" Inlet Casting Only                               | 10       | each     | \$610.00              | \$6,100.00  | \$100.00                | \$1,000.00  | \$638.00                   | \$6,380.00  |
| 39                | Furnish & Install "E" Inlet Casting Only                               | 15       | each     | \$595.00              | \$8,925.00  | \$395.00                | \$5,925.00  | \$628.00                   | \$9,420.00  |
| 40                | Furnish & Install "C" Inlet w/Casting                                  | 10       | each     | \$3,000.00            | \$30,000.00 | \$1,000.00              | \$10,000.00 | \$1,450.00                 | \$14,500.00 |
| 41                | Furnish & Install "E" Inlet w/Casting                                  | 15       | each     | \$3,000.00            | \$45,000.00 | \$1,000.00              | \$15,000.00 | \$1,750.00                 | \$26,250.00 |
| 42                | Furnish & Install 12" Storm Sewer Inlet Lead                           | 30       | lin ft   | \$80.00               | \$2,400.00  | \$70.00                 | \$2,100.00  | \$50.00                    | \$1,500.00  |
| 43                | Furnish & Install 15" Storm Sewer Inlet Lead                           | 20       | lin ft   | \$90.00               | \$1,800.00  | \$70.00                 | \$1,400.00  | \$60.00                    | \$1,200.00  |
| 44                | Furnish & Install 6" Storm Lateral/Mini Sewer/Riser                    | 50       | lin ft   | \$30.00               | \$1,500.00  | \$20.00                 | \$1,000.00  | \$40.00                    | \$2,000.00  |
| 45                | Furnish & Install 12" Storm Sewer                                      | 50       | lin ft   | \$50.00               | \$2,500.00  | \$70.00                 | \$3,500.00  | \$38.00                    | \$1,900.00  |
| 46                | Furnish & Install 10" Storm Sewer                                      | 20       | lin ft   | \$50.00               | \$1,000.00  | \$70.00                 | \$1,400.00  | \$37.00                    | \$740.00    |
| 47                | Furnish & Install 6" Storm Sewer                                       | 20       | lin ft   | \$28.00               | \$560.00    | \$70.00                 | \$1,400.00  | \$26.50                    | \$530.00    |
| 48                | Connect Sump Pump  | 5        | each     | \$25.00               | \$125.00    | \$20.00                 | \$100.00    | \$460.00                   | \$2,300.00  |
| 49                | Connect Mini Storm Sewer   | 5        | each     | \$25.00               | \$125.00    | \$50.00                 | \$250.00    | \$486.00                   | \$2,430.00  |
| 50                | Remove Inlet/maintenance hole  | 5        | each     | \$100.00              | \$500.00    | \$100.00                | \$500.00    | \$444.00                   | \$2,220.00  |
| 51                | Abandon Inlet/Lead   | 5        | each     | \$150.00              | \$750.00    | \$100.00                | \$500.00    | \$138.00                   | \$690.00    |
| 52                | Furnish & Install Sanitary maintenance hole Chimney Seal - (0" - 12")  | 5        | each     | \$5.00                | \$25.00     | \$600.00                | \$3,000.00  | \$25.00                    | \$125.00    |
| 53                | Furnish & Install Sanitary maintenance hole Chimney Seal - (12" - 18") | 30       | each     | \$10.00               | \$300.00    | \$25.00                 | \$750.00    | \$25.00                    | \$750.00    |
| 54                | Furnish & Install Sanitary maintenance hole Chimney Seal - (18"+)      | 5        | each     | \$75.00               | \$375.00    | \$50.00                 | \$250.00    | \$25.00                    | \$125.00    |
| 55                | Furnish & Install DOT "D-HR" Inlet Protection                          | 65       | each     | \$5.00                | \$325.00    | \$100.00                | \$6,500.00  | \$130.00                   | \$8,450.00  |
| 56                | Notify Property Owners   | 1        | lump sum | \$16,750.00           | \$16,750.00 | \$2,000.00              | \$2,000.00  | \$1,200.00                 | \$1,200.00  |
| 57                | Furnish & Install Traffic Control                                      | 1        | lump sum | \$14,750.00           | \$14,750.00 | \$47,100.00             | \$47,100.00 | \$14,750.00                | \$14,750.00 |
| 58                | Excavate & Haul Contaminated Soil                                      | 500      | ton      | \$0.01                | \$5.00      | \$0.01                  | \$5.00      | \$0.01                     | \$5.00      |
| <b>Total Bid:</b> |  |          |          | <b>\$1,445,673.50</b> |             | <b>\$1,486,995.50</b>   |             | <b>\$1,527,611.50</b>      |             |



REPORT OF THE FINANCE COMMITTEE

PROJECT LIMITS:

2-P-22

SANITARY LATERALS, STORM LATERALS AND STORM MAIN

- Alvin St (Wisconsin to Marquette)
- Durkee St (Lawrence St to College Ave)
- Durkee St (College to Washington)
- Lawrence St (Oneida St to Durkee St)
- Morrison St (Lawrence St, s-o to College Ave)
- Morrison St (College to Washington)
- Oneida St (Lawrence St to College Ave)

In accordance with the preliminary resolution of the Common Council dated March 16, 2022. we herewith submit our report on the assessment of benefits on the above named construction.

This report consists of the following:

Schedule A - Preliminary plans and specifications on file in the office of the Director of Public Works.

Schedule B - The total cost within the project limits in accordance with the plans and specifications in Schedule A is **\$2,746,848.**

Schedule C - Proposed Assessments. The properties included within the project limits are benefited and the work or improvements constitute an exercise of the police power. The total value of assessments is **\$410,931.**

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Finance Committee



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

**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

1819 East Witzke Boulevard  
Appleton, Wisconsin 54911-8401  
(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 03-7-22

RE: Action: Award the "2022 AWWTP Electrical Distribution Upgrades - Phase 5 Project" contract to Van Ert Electric, Inc. in the amount of \$1,595,000 with a contingency of 10% for a project total not to exceed \$1,754,500.

The 2022 Capital Improvement Plan includes \$1,700,000 for the Wastewater Electrical Distribution Upgrades Project. The amount of \$682,487 was carried over from 2021 for a Phase 5 total budget of \$2,382,487. The majority of the electrical distribution system is from the mid-1970's and has reached the end of its useful life. The electrical distribution system is critical to the Wastewater Treatment Plant's operations and needs to be upgraded to reduce the risk of an electrical distribution component failure. This is Phase Five of a Five-Phase project.

The bids were received as follows:

|                               |                    |
|-------------------------------|--------------------|
| <b>Van Ert Electric, Inc.</b> | <b>\$1,595,000</b> |
| Pieper Electric, Inc.         | \$2,626,399        |

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Van Ert Electric, 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, Inc. in the amount of \$1,595,000 plus a contingency of 10% only to be utilized as needed.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.



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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

TO: Finance Committee

FROM: Dean Gazza

DATE: 03/07/2022

RE: Action: Award the "2022 Green Meadows Tennis and Basketball Court Reconstruction" to Northeast Asphalt, Inc. in the amount of \$230,550 with a contingency of \$20,850 for a total not to exceed \$251,400.

The 2022 Capital Improvement Plan includes \$275,000 to replace the existing tennis courts at Green Meadows Park with one tennis and one basketball court. Of that amount \$23,600 has been utilized for professional services, leaving \$251,400 for construction.

The bids were received as follows:

|                                    |           |
|------------------------------------|-----------|
| <b>Northeast Asphalt (low bid)</b> | \$230,550 |
| Vinton Construction                | \$242,986 |

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Northeast Asphalt, Inc. Therefore, the Parks, Recreation, and Facilities Management Department recommends awarding the contract to Northeast Asphalt, Inc. in the amount of \$230,550 with a contingency of \$20,850 to be used only as needed.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.



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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

1819 East Witzke Boulevard  
Appleton, Wisconsin 54911-8401  
(920) 832-5572 FAX (920) 993-3103  
Email - [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org)

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 3/7/2022

RE: Action: Request approval to participate in the Solar Now Program at the Library, Municipal Services Building and Valley Transit.

WE Energies has invited the City of Appleton to participate in their new Solar Now program. The Solar Now program is a "pilot" program with limited capacity for participation. The program was developed to provide a win-win for WE Energies and their participating customers. Solar Now invites customers to host solar panels with no upfront or ongoing costs.

The program pays for the entire cost of engineering and installation of a solar array. In addition, the City would receive monthly payments and have no responsibility for maintenance of the system, essentially removing risk if the system does not perform to design. The typical lease is 20 years.

How is this different than owning our own system and not participating in this program?

- When the solar panels create energy, that energy is utilized by the building when there is demand, but pushed back to the utility when more power is being created than being used, which happens generally during non-business times. When participating in Solar Now, all the energy is transferred to the utility of which we are a user.
- In addition, the city maintains ownership of the renewable energy certificates (REC's). REC's allow organizations to reduce the environmental impact and at the same time encourages the development of new renewable energy projects. In addition, maintaining ownership of the REC's recognizes the facility as sustainable and is eligible towards LEED Certification.
- Last, the city is paid an annual lease payment which is approximately 50% of the renewable energy cost. This revenue assists organizations to lower their operational costs. In addition, because there is no capital cost to the organization, that funding can be used for other projects. For the Municipal Services Building which has been previously funded, WE Energies would reimburse us the total cost of this installation, basically paying for our borrowing on that project.

This memo requests participation at three locations. This was based on WE Energies reserving one megawatt for the City of Appleton. The solar arrays at these three project combined would produce just under 1 megawatt of electricity. Because the Library and Valley Transit are currently in design, we are at

a stage where this program would fit well. The program also relieves the project from having to fund the solar arrays. Because the Municipal Services Building installation is brand-new, WE Energies will also include this facility in the program. Only facilities that are new, are structurally fit and have newer roofs are candidates for this program.

Overall, this is a mutually beneficial program and we request your approval to transfer ownership of the Municipal Services Building installation and to grant approval to enroll the Library and Valley Transit into this program.


Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.



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

**OFFICE OF THE MAYOR**

Jacob A. Woodford  
100 North Appleton Street  
Appleton, Wisconsin 54911  
Phone: (920) 832-6400  
Email: [Mayor@Appleton.org](mailto:Mayor@Appleton.org)

**TO:** Ald. William Siebers & Finance Committee  
**FROM:** Mayor Jacob A. Woodford   
**DATE:** February 3, 2022  
**RE:** Staff Response to Resolution 2-R-22 (Reallocation of Funds)

During the January 24, 2022, Finance Committee Meeting, the committee discussed Resolution 2-R-22 regarding the reallocation of funds previously allocated to the rebranding project. The Committee requested additional information and prioritization from Department Directors. Following the meeting, I convened a discussion of the Resolution among all Directors. Before providing the requested response and recommendations, we should recount the steps that have led to this point.

In June 2021, Finance Director Saucerman and I developed a set of recommendations for use of the excess general fund balance. Per policy, those recommendations dedicated 75% of the excess funds to debt reduction and left 25% to be allocated as the Council deemed appropriate. As we shared at the time, the recommendations brought forward were the result of discussing priorities among the Directors and reviewing outstanding requests from the Council. One such outstanding item was Resolution 8-R-20 regarding rebranding, which had been submitted in April of 2020. Ultimately, the Council approved a package of allocations that included \$50,000 for a brand study and \$450,000 for implementation of a rebranding of the City.

The approval of the funding for the brand study and implementation costs set in motion work to develop and administer a Request for Proposals process to secure a firm to perform the study, which culminated in a recommendation being brought to the Finance Committee on January 10, 2022. Finance Committee held the recommendation at that meeting. Subsequently, the recommended firm withdrew their proposal from consideration. Council was notified that the firm had withdrawn their proposal in a memo around mid-day on January 19, 2022 – Resolution 2-R-22 requesting a reallocation of the brand study funds was submitted at the Council meeting that same evening.

During the January 24 Finance Committee discussion, it was argued that the funding allocation process initiated by the new Resolution (2-R-22) was equivalent to past allocation processes of excess fund balances. However, what is being proposed, while technically feasible and technically an available action for the Council to take, does deviate from past excess fund balance allocation practices. The most important difference being the funds currently under discussion were prioritized, a recommendation was made and approved, and work was initiated to execute the specified project. Resolution 2-R-22 seeks to override that previous process and randomly reallocate those funds to other purposes.

As for the Resolution’s specific allocations, staff offer the following comments:

| <b>Amount and Item</b>                 | <b>Response</b>   |
|--|---|
| \$0 – Style Guide                      | <i>Creating a style guide would help specify the use of existing City brand assets, however, the guide would not necessarily facilitate the consistent use of logos and branding. If the intent of the Resolution is to implement consistent use of existing branding, the funding required to implement the guide’s directives would likely be considerable given the current level of inconsistency in uses across and outside the City. A style guide without a full branding implementation would likely yield little benefit to the City.</i>  |
| \$100,000 – Website Redesign           | <i>It is expected that website redesign will require evaluation and expertise from professional consultants and thus will require a selection process in accordance with City procurement policies. The intention was to include that process, which may require an RFP, in the rebranding implementation in 2023-2024 at the earliest. Allocation of funds via 2-R-22 will not accelerate or circumvent this project development process. The cost of the project will be unknown until this evaluation gets underway. It was suggested that redesigning the website is not feasible or sensible prior to rebranding, however staff believes the underlying architecture of the website can be addressed regardless of logos and colors.</i> |
| \$225,000 – Enhanced Crosswalk Program | <i>Currently, there are about \$160,000 worth of enhanced crosswalks remaining in the Enhanced Crosswalk Program, for which 100% of the funding has been identified. Following completion of the program in 2025, staff will evaluate the effectiveness of the enhanced crosswalks and will engage in a planning and approval process to determine if new criteria and additional crossings will be identified for enhancement. Allocation of funds to this program via 2-R-22 will not accelerate or circumvent this planning process, nor will it guarantee specific crossings in specific districts are added to the eligibility list in the future.</i>   |

\$150,000 – Technology  
Upgrades

*With new leadership in the department, assessment of IT needs is underway. At this time, while it is likely the recommended allocation can be deployed as specified in the Resolution, needs have not yet been clearly delineated. Some IT needs will require one-time funding, such as this. However, it is possible some needs will require ongoing operating budget support.*

While important, none of the issues identified in Resolution 2-R-22 are considered emergency/urgent needs at this time. Furthermore, staff does not believe that allocation of funds for the above-specified purposes will accelerate the work associated with implementation. Staff has concerns that none of the recommendations have undergone thorough evaluation and planning, nor have they been weighed against other City priorities.

Alternatively, the Finance Committee might reconsider staying the course on the rebranding project by allowing staff time to revise and reissue the Request for Proposals. Doing so would leave in place the funds for that project as recommended and previously allocated by the Finance Committee and Council.

Given the fact that use of these funds is not time-sensitive, and because the recommendations would need further evaluation should the Finance Committee and Council decide to proceed with them as submitted, **staff recommends that the Finance Committee HOLD this Resolution until June 2022, by which time staff expects to have a clearer sense of funding needs.**



**Resolution #2-R-22**

**RESOLUTION TO IMPROVE COMMUNICATION, TECHNOLOGY, & PEDESTRIAN SAFETY**

*Submitted By:* Alderperson Katie Van Zeeland - District 5, Alderperson Brad Firkus - District 3, Alderperson Denise Fenton - District 6, Alderperson Nate Wolff, District 12 & Alderperson Joe Prohaska - District 14  
*Date:* January 19, 2022  
*Referred To:* Finance Committee

WHEREAS Appleton.org is an important means of communication between city officials and the public and the current website is not meeting the needs of our citizens; and

WHEREAS it is important that city communication materials are consistent in language and voice; and

WHEREAS staff has identified an unfunded need to upgrade computers and technology; and

WHEREAS the safety of pedestrians and bicyclists is of utmost importance, and the need for enhanced crosswalks has grown significantly due to increased concerns about reckless driving;

THEREFORE BE IT RESOLVED THAT city staff will create a style guide to ensure the city logo and stamp are used appropriately; and

BE IT FURTHER RESOLVED THAT funding previously set aside for city rebranding be reallocated as follows: \$100,000 for an Appleton.org website re-design, \$225,000 added to the enhanced crosswalk program, and \$150,000 to address much needed technology upgrades and committees of jurisdiction and staff work together to appropriate these funds accordingly.



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

**OFFICE OF THE MAYOR**  
Jacob A. Woodford  
100 North Appleton Street  
Appleton, Wisconsin 54911  
Phone: (920) 832-6400  
Email: [Mayor@Appleton.org](mailto:Mayor@Appleton.org)

**TO:** Ald. William Siebers & Finance Committee  
**FROM:** Mayor Jacob A. Woodford   
**DATE:** March 3, 2022  
**RE:** Continued Research and Recommendations on Resolution 2-R-22 (Reallocation of Funds)

Staff has engaged in further research of the priorities outlined in 2-R-22 and offers the following updates and recommendations:

| <b>Amount and Item</b>                 | <b>Updates and Recommendations</b>  |
|--|---|
| \$0 – Style Guide                      | <p>We do expect there to be some expense to implementation and maintenance of greater consistency in branding and materials, however, these costs can be absorbed through operating budgets over time through established replacement cycles.</p> <p><i>Recommendation: This can be undertaken with or without Council action, so no further action is needed at this time.</i></p>   |
| \$100,000 – Website Redesign           | <p>Director Popp has discussed this project with our current web design provider as well as firms that specialize in web design. He is still evaluating scope of work.</p> <p><i>Recommendation: That the Finance Committee continue to hold these funds for website redesign pending further scope development and initiation of vendor procurement process.</i></p>   |
| \$225,000 – Enhanced Crosswalk Program | <p>The current Enhanced Crosswalk program is well-established and funding sources have been identified through 2025. In anticipation of completion of the initial phase of this program, staff recommends undertaking an evaluation and planning process to determine the future of pedestrian safety enhancements moving forward. Proposed timeline of work would be developing an RFP and hiring a consultant in the current year, completing the work in</p> |

time to include recommendations in the 5-year CIP beginning with the 2024 Executive Budget and Service Plan. This timeline would prevent a lapse in the program.

*Recommendation: That the Finance Committee allocate \$75,000 for the purpose of hiring a qualified consultant through an RFP process, holding the remainder of these funds until an evaluation of IT needs is completed, and recommendations are prioritized.*

\$150,000 – Technology Upgrades

Director Popp will be bringing forward a request to conduct a top-to-bottom assessment of the City of Appleton’s IT systems. Using a qualified consultant, the assessment will deliver (among other things) a prioritized set of recommendations for short-, medium-, and long-term interventions to improve the City’s information technology services from network design, to system security, to endpoint devices like computers and tablets. The results of this evaluation will almost certainly require additional financial commitment to implement.

*Recommendation: That the Finance Committee allocate \$60,000 for the purpose contracting for services to provide comprehensive analysis of the City’s IT systems, holding the remainder of these funds until recommendations have been developed and presented.*



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Department of Utilities  
Wastewater Treatment Plant  
2006 E Newberry Street  
Appleton, WI 54915-3128  
920-832-5945 tel.  
920-832-5949 fax

**To:** Chairperson William Siebers and Members of the Finance Committee

**From:** Chris Stempa, Utilities Deputy Director

**CC:** Chris Shaw, Utilities Director  
Kelli Rindt, Enterprise Fund Accounting Manager

**Date:** February 25, 2022

**Re: Informational Item: *Change Order #6 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$19,155 resulting in a decrease in contingency from \$236,000 to \$216,845***

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On December 2, 2020 Common Council approved contract for the 2019 Appleton Wastewater Treatment Plant (AWWTP) Improvements Project to Staab Construction in the amount of \$2,689,000 plus a 12.5% contingency of \$336,125 for a total cost not to exceed \$3,025,125. The tasks within Change Order #5 represents work that will be added to the original contract scope of work (per Section IV P of the Procurement and Contract Management Policy) or deleted from, which alters the original contract amount and/or completion date. The tasks associated with Change Order #6 are summarized on the attached form.

If you have any questions regarding the project or the associated change order please contact Chris Stempa at 832-2353.

McMAHON ASSOCIATES, INC.

STAAB CONSTRUCTION CORPORATION  
1800 Laemle Avenue  
Marshfield, WI 54449

Contract No. A0005-9-19-00445  
Project File No. A0005-09-19-00445.08  
Change Order No. Six (6)  
Issue Date: February 25, 2022  
Project: CITY OF APPLETON  
WWTP 2019 Improvements Project

**You Are Directed To Make The Changes Noted Below In The Subject Contract:**

|      | (Item Description)  | (Price)              |
|------|---|----------------------|
| 6.33 | Install Temporary Blind Flanges And Provide Temporary Bypass Pumping At Building H Wet Well ..... ADD | \$5,590.00           |
| 6.34 | Provide Two (2) 10-Inch SST Spools On Filtrate Line ..... ADD   | \$2,917.00           |
| 6.35 | Coat Existing Effluent Piping Associated With New Pumps In Building H (Including Exterior)..... ADD   | \$6,661.00           |
| 6.36 | Direct Wire Air Compressor Drain Valves ..... Add   | \$351.00             |
| 6.37 | Provide Non-Slip Coating At The Fe Unloading Containment Area ..... ADD                               | \$1,902.00           |
| 6.38 | Provide Three (3) SST Wye Strainers Upstream Of New Pressure Reducing Valves.. ADD                    | \$1,734.00           |
|      | <b>TOTAL</b>  | <b>+ \$19,155.00</b> |

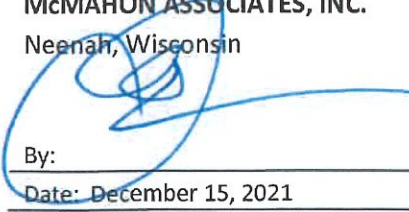
**The Changes Result In The Following Adjustments:**

|                                   | CONTRACT PRICE        | TIME                                   |
|-----------------------------------|-----------------------|--|
| Prior To This Change Order        | <u>\$2,789,125.00</u> | <u>3/31/2022</u> Final Completion Date |
| Adjustments Per This Change Order | <u>+ \$19,155.00</u>  | <u>91</u> days                         |
| Current Contract Status           | <u>\$2,808,280.00</u> | <u>6/30/2022</u> Final Completion Date |

Recommended:  
**McMAHON ASSOCIATES, INC.**  
Neenah, Wisconsin

Accepted:  
**STAAB CONSTRUCTION CORP.**  
Marshfield, Wisconsin

Authorized:  
**CITY OF APPLETON**  
Outagamie County, Wisconsin

By:   
Date: December 15, 2021

By: Benjamin J. Lee  
Date: 2-28-22  
President

By:   
Date: 2/23/22

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- FILE COPY

Four (4) Copies Should Accompany This Change Order  
**Execute And Return To ENGINEER For Distribution**



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Department of Utilities  
Wastewater Treatment Plant  
2006 E Newberry Street  
Appleton, WI 54915-3128  
920-832-5945 tel.  
920-832-5949 fax

**To:** Chairperson William Siebers and Members of the Finance Committee

**From:** Chris Stempa, Utilities Deputy Director

**CC:** Chris Shaw, Utilities Director  
Kelli Rindt, Enterprise Fund Accounting Manager

**Date:** March 1, 2022

**Re:** *Approve: Change Order #7 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$57,614 resulting in a decrease in contingency from \$216,845 to \$159,231*

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#### **BACKGROUND:**

On December 2, 2020 Common Council approved contract for the 2019 Appleton Wastewater Treatment Plant (AWWTP) Improvements Project to Staab Construction in the amount of \$2,689,000 plus a 12.5% contingency of \$336,125 for a total cost not to exceed \$3,025,125. The change order tasks (#1 through #6) summarized within Table 1 represents work added to the original contract scope of work (per Section IV P of the Procurement and Contract Management Policy) or deleted from, which alters the original contract amount and/or completion date.

#### **CHANGE ORDER #7 PROPOSAL**

During the Return Activated Sludge (RAS) pump replacement work, it was discovered that the 12-inch diameter tank drainage valves did not to effectively seat/close. These valves are manually opened as required to pump down select secondary clarifiers for maintenance activities. The internal seats of some of these valves have deteriorated over time and prohibited effective isolation from the tank drainage wetwell. Staab was asked to provide a proposal to replace all six of the existing tank drainage valves with stainless steel knife gate valves which are more resistant to corrosion. The new style valves will also come with extended actuating stems. This feature eliminates the need for staff to enter the pits (classified as a confined space) where these valves are housed. The replacement valve would have an extended stem that could be actuated without entering the confined space.

**Table 1: Change Order Summary**

| <b>Change Order #</b> | <b>Cost</b>      | <b>Description</b>  |
|-----------------------|------------------|---|
| CO#1                  | \$2,152          | Provide three (3) 12"x16" eccentric flex connectors on H-Building effluent pumps in lieu of concentric connectors                           |
|                       | \$15,122         | Upsize primary clarifier drives from C31s to C42s   |
|                       | \$12,818         | Provide two (2) new 18 ft filtrate access locations.  |
|                       | \$16,367         | Replace and modify RFE lines to channel aeration blower and iron salt room with SS 316L   |
|                       | \$2,123          | Demo RFE line to #1 and #4 PD blowers   |
|                       | (\$15,300)       | Provide ceramic epoxy lined DI pipe for blended sludge pipe in lieu of glass-lined  |
|                       | <b>\$33,282</b>  | <b>Total (remaining contingency = \$302,843)</b>  |
| CO#2                  | <b>\$10,659</b>  | Modify K-Building L2 filtrate pipe access to correct leaking, replace 10" filtrate check valve ( <i>remaining contingency = \$292,184</i> ) |
| CO#3                  | \$1,260          | Install flame trap assembly on east flare (\$1,260)   |
|                       | \$2,300          | Provide explosion proof flex connectors at flares (\$2,300)   |
|                       | \$904            | Provide disconnects at air compressors (\$904)  |
|                       | \$3,766          | Modify 4-inch RFE drain line in H-Building (\$3,766)  |
|                       | \$3,165          | Misc. painting at flares (\$3,165)  |
|                       | \$4,485          | Heat trace flame trap assemblies (\$4,485)  |
|                       | <b>\$15,880</b>  | <b>Total (remaining contingency = \$276,304)</b>  |
| CO#4                  | <b>\$20,582</b>  | Primary Clarifier #5 & 6 drain pump and rail system replacement   |
|                       | \$1,046          | Pull separate circuits for Primary Clarifier #5 & 6   |
|                       | \$408            | Provide new SST slide plates for Primary Clarifier #5 & 6   |
|                       | \$2,850          | Provide new SST ladders Primary Clarifier #5 & 6  |
|                       | \$308            | Provide new SST Local Control Station for Primary Clarifier #6  |
|                       | <b>\$25,194</b>  | <b>Total (remaining contingency = \$251,110)</b>  |
| CO#5                  | \$5,553          | Remove and replace section of 10-inch (offset) filtrate line in elevator chase  |
|                       | \$3,039          | New SST blow-off valves and PVC drain lines on RAS pumps  |
|                       | \$11,828         | New aluminum grating / tread plates over primary clarifier drives   |
|                       | (\$5,310)        | Credit for not painting RAS pumps   |
|                       | <b>\$15,110</b>  | <b>Total (remaining contingency = \$236,000)</b>  |
| CO#6                  | \$5,590          | Cost to provide temporary pumping system in H-Build effluent wetwell  |
|                       | \$2,917          | Provide two 10-in SS spools on filtrate line  |
|                       | \$6,661          | Coat additional 16-in and 24-inch diameter H-Build effluent piping  |
|                       | \$351            | Direct wire air compressor pressure tank automatic drain valves   |
|                       | \$1,734          | Install three Y-strainers on RFE lines (ML channel blowers, Hach analyzer)  |
|                       | \$1,902          | Install non-slip coating within outside secondary chemical containment.   |
|                       | <b>\$19,155</b>  | <b>Total (remaining contingency = \$216,845)</b>  |
| <b>TOTAL</b>          | <b>\$119,280</b> |   |

## **RECOMMENDATION**

The associated tasks and materials are summarized in the attached Change Order #7 form totals \$57,614. The cost of materials represents 71% of the overall cost (minus bonding and contractor margins). The cost for materials and labor is in line with the tasks involved and reflective of similar work performed by Staab and other contractors at the AWWTP over the past year.

Approve Change Order #7 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$57,614 resulting in a decrease in contingency from \$216,845 to \$159,231

If you have any questions regarding the project or the associated change order please contact Chris Stempa at 832-2353.





**Staab PM Change Order Estimate**

CHAD OLSEN

MCMAHON ASSOCIATES INC  
1445 MCMAHON DRIVE  
NEENAH, WI 54957-1025

File: 4605- CO

Date: 02/17/2022

Project: 4605- APPLETON WWTF

Re: Cost to provide six 12" SS Knife Gate Valves

PCO: 40

PCO Item #: 1

| Phase       | Description                     | Comments  | Qty | UM | Material      | Indirect | Rent | Hours      | Rate | Labor         | Sub          | Equip | Totals        |
|-------------|---------------------------------|---|-----|----|---------------|----------|------|------------|------|---------------|--------------|-------|---------------|
| 99100- -    | Painting                        |   | 1   | LS |               |          |      |            |      |               | 600          |       | 600           |
| 400506- -   | Pipe Accessories Materials      | B-N-G's & SS                                      | 1   | LS | 900           |          |      |            |      |               |              |       | 900           |
| 400519-005- | Exposed DI Pipe Materials       |   | 1   | LS | 4,236         |          |      |            |      |               |              |       | 4,236         |
| 400519-110- | 10 Demo DI Pipe LBR             |   | 0   | LF |               |          |      | 60         | 105  | 6,300         |              |       | 6,300         |
| 400519-512- | 12 Flange DI Pipe LBR           |   | 0   | LF |               |          |      | 72         | 105  | 7,560         |              |       | 7,560         |
| 400560- -   | KNIFE GATE VALVES               | 6ea @\$5151.00 + Stem Support @ 150.00 = \$900.00 | 0   | EA | 31,803        |          |      |            |      |               |              |       | 31,803        |
|             | <b>Total Cost</b>               |   |     |    | <b>36,939</b> |          |      | <b>132</b> |      | <b>13,860</b> | <b>600</b>   |       | <b>51,399</b> |
|             | <b>Percent Margin</b>           |   |     |    | <b>15.00%</b> |          |      |            |      |               | <b>5.00%</b> |       |               |
|             | <b>Margin</b>                   |   |     |    | <b>5,541</b>  |          |      |            |      |               | <b>30</b>    |       | <b>5,571</b>  |
|             | <b>Contract Price Sub-Total</b> |   |     |    | <b>42,480</b> |          |      |            |      | <b>13,860</b> | <b>630</b>   |       | <b>56,970</b> |
| 12200- -    | BONDS                           |   |     |    |               |          |      |            |      |               |              |       | 644           |
|             | <b>Contract Price Total</b>     |   |     |    |               |          |      |            |      |               |              |       | <b>57,614</b> |

**Clarifications / Exceptions:**

- 1) Our price includes 12" DeZurik SS Knifegate Valves
- 2) We include 12" x 0'- 11" DI Flange Spools, Painted

Digitally signed by Leon Haffenbredl  
DN: cn=Leon Haffenbredl, o=Staab  
Construction Corporation, ou,  
email=Leon.Haffenbredl@staabco.com,  
c=US  
Date: 2022.02.17 13:10:21 -0600

**Leon Haffenbredl**

LEON HAFFENBREDL leon.haffenbredl@staabco.com  
p. 715-387-8429201 f. 715-384-4846

**Project Manager:** \_\_\_\_\_ The contract completion date to be increased \_\_\_\_\_ **TBD** \_\_\_\_\_ calendar days.

Price subject to change after 30 days.

2021 - 2022 Budget Carryover Requests - Under Contract

|  |            | Vendor                     | Description                                      | Amount         | Justification   |
|--|------------|----------------------------|--|----------------|---|
| <b>Sanitation Fund</b>                   |            |                            |  |                |   |
| 2230                                     | 640400     | SCS Engineers              | Mackville Landfill OMM                           | 18,037         | Delays due to Covid and weather related site conditions. Work to be completed yet includes 2021 Annual Report and engineering for 2022 well and cap repairs.  |
|  |            |                            |  | <b>18,037</b>  |   |
| <b>Subdivision Fund</b>                  |            |                            |  |                |   |
| 4010                                     | 640400     | Westwood                   | M-21 Contaminated Materials and Material Testing | 2,000          | Trail View South  |
|  |            |                            |  | <b>2,000</b>   |   |
| <b>TIF #11</b>                           |            |                            |  |                |   |
| 4141                                     | 659900     | Parilla Properties, LLC    | TIF #11 Business Enhancement Grants              | 7,000          | TIF Business Enhancement Grants allow for one year after the grant agreement dates for the completion of work. Funding will be paid out in 2022 for the completion of one project still in progress as of year-end. Supply chain issues have also delayed supplies requiring extensions of the timeline for several projects. |
| 4142                                     | 640400     | Westwood (OMNNI)           | Materials Testing - Rocky Bleier                 | 10,457         | Construction completed late 2019. Still an active project with DNR and additional requirements possible. On-going quarterly groundwater monitoring. Working with DNR on cap options for quarry site.  |
|  |            |                            |  | <b>17,457</b>  |   |
| <b>TIF #12</b>                           |            |                            |  |                |   |
| 4151                                     | 659900     | Various                    | TIF #12 Business Enhancement Grants              | 16,310         | TIF Business Enhancement Grants allow for one year after the grant agreement dates for the completion of work. Funding will be paid out in 2022 for the completion of projects still in progress as of year-end. Supply chain issues have also delayed supplies requiring extensions of the timeline for several projects.    |
|  |            |                            |  | <b>16,310</b>  |   |
| <b>Public Works Capital Project Fund</b> |            |                            |  |                |   |
| 4240                                     | 640400     | Westwood (OMNNI)           | Oneida Street Bridge over Jones Park             | 46,888         | DNR testing and monitoring project site continues in 2022   |
| 4240                                     | 640400     | Westwood (OMNNI)           | Materials Testing - Oneida Bridge                | 10,457         | Construction completed late 2019. Still an active project with DNR and additional requirements possible. On-going quarterly groundwater monitoring. Working with DNR on cap options for quarry site.  |
| 4240                                     | 640400     | Westwood                   | M-21 Contaminated Materials & Material Testing   | 12,500         | Railroad Crossing permit for traffic control signals for Appleton Street paving   |
| 4240                                     | 680999     | WisDOT                     | Lawe Street Bridge over Power Canal              | 19,313         | Construction Contract with WisDOT   |
| 4240                                     | 680999     | WisDOT                     | Olde Oneida St Bridge over the Power Canal       | 80,113         | Multi year design.  |
| 4240                                     | 680999     | TBD                        | Olde Oneida St Bridge over the Power Canal       | 53,950         | Land acquisition, contingency   |
| 4240                                     | 680901     | Carl Bowers & Songs        | G-20 Sequoia Grade & Gravel                      | 244,005        | Contracted late 2021 for 2022 Construction  |
| 4240                                     | 680901     | Outagamie County           | Northland @ Roemer left turn modification        | 345,198        | Joint project with Outagamie County - to be completed in 2022   |
|  |            |                            |  | <b>812,424</b> |   |
| <b>CEA Replacement</b>                   |            |                            |  |                |   |
| 4320                                     | 680403     | Envirotech                 | Automatic Sideload                               | 273,514        | Product did not get delivered by year end   |
| 4320                                     | 680403     | Ewald Automotive Group     | Dodge Charger                                    | 149,626        | Product did not get delivered by year end   |
| 4320                                     | 680403     | Ewald Automotive Group     | Ford Interceptor                                 | 51,971         | Product did not get delivered by year end   |
| 4320                                     | 680403     | Monroe Truck               | Tri-Axle Truck                                   | 255,772        | Product did not get delivered by year end   |
| 4320                                     | 680403     | Truck Country              | Truck Chassis                                    | 245,650        | Product did not get delivered by year end   |
| 4320                                     | 680403     | Fast Signs                 | City Graphics Install                            | 2,300          | Product did not get delivered by year end   |
|  |            |                            |  | <b>978,833</b> |   |
| <b>CEA</b>                               |            |                            |  |                |   |
| 6121                                     | 632601     | Baycom                     | Radios   | 2,997          | Open PO   |
| 6121                                     | 632601     | R.N.O.W                    |  | 875            | Open PO   |
| 6121                                     | 641700     | Bergstrom Chevrolet        | Service  | 3,840          | Open PO   |
|  |            |                            |  | <b>7,712</b>   |   |
| <b>Facilities Capital Project Fund</b>   |            |                            |  |                |   |
| Facilities                               | Statuemon  | KCI Conservation           | Statue and Monument Restoration                  | 29,853         | COVID interrupted work in 2021, scheduled for spring/summer 2022  |
| Facilities                               | Library    | SOM Architects             | Library Design                                   | 1,665,767      | Design continues into 2022  |
| Facilities                               | Library    | Boldt Construction         | Library CM Services                              | 1,211,730      | Construction begins in 2022   |
| Facilities                               | Traildevel | KL Engineering             | WE Energies Trail Phase I                        | 134,913        | Design in 2022 and 2023   |
| Facilities                               | Traildevel | EXP                        | Ellen Kort Peace Park Phase I                    | 41,000         | Project engineering and design contract executed in early 2022  |
| Facilities                               | Safesecure | IEI Construction & McMahon | Police Station Security Fence                    | 189,730        | COVID has delayed fence delivery  |
| Facilities                               | Facreno    | Nordon & other Various     | MSB Office Renovation                            | 16,180         | Project began at end of 2021 and contractors lead times were out until mid 2022   |
| Facilities                               | Facreno    | JAK Cabinet                | MSB Office Renovation                            | 10,255         | Work to be completed in March, 2022   |
| Facilities                               | HVAC       | Great Lakes Mechanical     | MSB HVAC Upgrades                                | 33,597         | Work to be completed in April, 2022   |
| Facilities                               | HVAC       | Kuney Architects           | MSB HVAC Upgrades                                | 13,745         | Work to be completed in April, 2022   |
| Facilities                               | HVAC       | Donohue                    | MSB HVAC Upgrades                                | 2,780          | Work to be completed in April, 2022   |

|                           |            | Vendor                      | Description   | Amount           | Justification  |
|---------------------------|------------|-----------------------------|---|------------------|--|
| Facilities                | Hardscape  | Rettler                     | Parks Hardscapes  | 23,760           | Work to be completed in June, 2022   |
| Facilities                | Parkdevevp | JSD                         | Pickleball Design                                       | 6,367            | Work to be completed by June, 2022 Contract amended to include some redesign   |
| Facilities                | Interior   | Milbach                     | City Hall 5th and 6th Floor Common Space Upgrades       | 1,688,564        | Bidding was recently completed. Project starting in March 2022   |
| Facilities                | FACRENO    | Wesenberg Architects        | City Hall 5th and 6th Floor Common Space Upgrades       | 26,805           | Work carried into 2022. COVID interrupted ability to finalize in 2021  |
|                           |            |                             |   | <b>5,095,046</b> |  |
| <b>Parking Utility</b>    |            |                             |   |                  |  |
| 5123                      | 680300     | Merit Construction Services | Structural Repairs - Green Ramp West Stair Tower        | 128,233          | Green Ramp Stairwell Repairs   |
| 5123                      | 680300     | Van Ert Electric            | Green Parking Ramp Lighting Upgrades                    | 90,007           | Project in process. Will be completed in 2022  |
| 5123                      | 680300     | McMahon                     | Green Parking Ramp Lighting Upgrades                    | 1,760            | Project in process. Will be completed in 2022  |
| 5123                      | 632800     | Tapco                       | TIBA Parking Signs                                      | 15,000           | Project in process. Will be completed in 2022  |
|                           |            |                             |   | <b>235,000</b>   |  |
| <b>Stormwater Utility</b> |            |                             |   |                  |  |
| 5210                      | 640400     | McMahon                     | Oneida & Lawrence Stormwater Management Plan            | 34,324           | Bluff site construction delayed. Contract will be completed when paving is done.   |
| 5210                      | 640400     | Brown & Caldwell            | City-wide Stormwater Management Plan Update             | 35,398           | Received a one year extension on DNR Grant- progress slow due to Covid   |
| 5210                      | 640400     | Brown & Caldwell            | Stormwater and Erosion Control Plan Review              | 10,802           | Project reviews started that are not yet complete include ordinance revisions, Stone Ridge West and RGL logistics.   |
| 5210                      | 640400     | raSmith                     | Stormwater and Erosion Control Plan Review              | 13,049           | Project reviews started that are not yet complete include Valley Transit, Pierce Park, Ridge Raven Lane 3 Lot CSM and RGL Logistics  |
| 5210                      | 640400     | Brown & Caldwell            | Glendale Ave and Morrison Street Study                  | 9,165            | Delays due to Covid and challenges coordinating with ThedaCare/AMC   |
| 5210                      | 640400     | McMahon                     | Oneida & Lawrence Stormwater Management Plan            | 40,000           | For on-going design and potential USV site   |
| 5210                      | 640400     | McMahon                     | 2021-I Haymeadow/ACR Study                              | 16,388           | Work In Progress - to be completed in 2022   |
| 5210                      | 640400     | Brown & Caldwell            | Regional Pond modeling                                  | 24,500           | Contract signed in December 2021 - work not started yet  |
| 5210                      | 640400     | raSmith                     | Horizon Plaza pond modeling                             | 19,000           | Contract signed in December 2021 - work not started yet  |
| 5210                      | 640400     | Martenson & Eisele          | Apple Hill Farms regional pond modeling                 | 14,705           | Contract signed in December 2021 - work not started yet  |
| 5230                      | 640400     | raSmith                     | 2020G Lighting Dr 60% Ext Design                        | 34,447           | Work in Progress - to be completed in 2022   |
| 5230                      | 640400     | raSmith                     | 2020H Edgewood Dr Study                                 | 38,474           | Work in Progress - to be completed in 2022   |
| 5230                      | 640400     | raSmith                     | 2021D Lighting Final Design                             | 107,250          | Work In Progress - to be completed in 2022   |
| 5230                      | 680904     | Highway Landscapers         | Bear Creek Box Culvert & Spartan/Sommers Retaining Wall | 26,606           | Significant repair needed to retaining wall in spring/summer 2021. Amount remaining per payment #3. Should cover current retainage, extra work for repairing the crack for winter, and \$12,500 agree to maximum price for repair. |
| 5230                      | 680904     | Carl Bowers & Sons          | G-20 Sequoia Storm                                      | 258,859          | Contracted Late 2021 for 2022 Construction   |
| 5230                      | 680904     | Superior Sewer & Water      | Plamann Park sewer and water                            | 1,540            | Project not completed yet  |
| 5221                      | 640400     | Westwood                    | M-21 Contaminated Materials & Material Testing          | 6,990            | Biofilter testing and pond sediment disposal   |
| 5221                      | 645400     | Veit                        | O-21 Pond Sediment Removal                              | 75,000           | Contracted Late 2021 for 2022 Construction   |
| 5221                      | 640800     | Veit                        | O-21 Pond Sediment Removal                              | 12,000           | Contracted Late 2021 for 2022 Construction   |
| 5221                      | 632503     | Veit                        | O-21 Pond Sediment Removal                              | 5,000            | Contracted Late 2021 for 2022 Construction   |
|                           |            |                             |   | <b>783,497</b>   |  |
| <b>Water Utility</b>      |            |                             |   |                  |  |
| 53206730                  | 680905     | Feaker                      | L-21 Water  | 39,124           | Work in Progress - to be completed in 2022   |
| 53206730                  | 680905     | Appleton Tree Appleton Four | Watermain upsized from 8" to 12"                        | 40,000           | Development Agreement  |
| 53206730                  | 680905     | Carl Bowers & Sons          | G-20 Sequoia Water                                      | 233,480          | Contracted Late 2021 for 2022 Construction   |
| 53206730                  | 680905     | Superior Sewer & Water      | Plamann Park sewer and water                            | 128,397          | Project not completed yet  |
| 53206730                  | 680905     | Advance Construction        | Ballard Road water main reconstruction                  | 29,133           | Project not finalized out  |
| 53246600                  | 640400     | Arcadis                     | Comprehensive Lead Service Line Replacement             | 11,390           | Project not completed  |
| 53206600                  | 640400     | Westwood                    | M-21 Contaminated Materials & Material Testing          | 30,000           | Raw Water Line   |
| WTRFMDFAC                 | HVAC       | Donohue & Assoc             | Water Plant Dehumidification Study                      | 23,040           | Design will be completed in April 2022   |
| WTRFMDFAC                 | SAFESECURE | McMahon Assoc               | Water Plant Parking Lot Replacement                     | 16,050           | Design will be completed in April 2022   |
| WTRFMDFAC                 | SAFESECURE | Donohue & Assoc             | Water Plant Gate Replacement                            | 4,728            | Waiting for warmer weather to finish punchlist items   |
| WTRFMDFAC                 | SAFESECURE | IEI General Contract        | Water Plant Gate Replacement                            | 21,873           | Project is complete, waiting for final review from consultant  |
| WTRFMDFAC                 | FIREPROTEC | Donohue & Assoc             | Water Plant Fire Alarm System                           | 5,477            | Supply chain issues, waiting for parts to complete project   |
| WTRFMDFAC                 | FIREPROTEC | Faith Technologies          | Water Plant Fire Alarm System                           | 14,584           | Supply chain issues, waiting for parts to be shipped   |
| WTRFMDFAC                 | FIREPROTEC | Faith Technologies          | Water Plant CO2 Detectors                               | 19,110           | Supply chain issues, waiting for parts to be shipped to start project  |
|                           |            |                             |   | <b>616,386</b>   |  |
| <b>Wastewater Utility</b> |            |                             |   |                  |  |
| 5431                      | 680903     | Carl Bowers & Sons          | G-20 Sequoia Sanitary                                   | 164,680          | Contracted Late 2021 for 2022 Construction   |
| 5431                      | 680903     | Feaker                      | L-21 Sanitary   | 23,696           | Work in Progress - to be completed in 2022   |
| 5431                      | 680903     | PTS Contractors             | North Edgewood Estates Sanitary Lift Station            | 16,600           | Project hasn't met contract specifications at year end   |
| 5431                      | 680903     | Superior Sewer & Water      | Plamann Park sewer                                      | 1,840,406        | Project not completed yet  |
| 5431                      | 640400     | Westwood                    | M-21 Contaminated Materials & Material Testing          | 8,000            | Plamann Park Sanitary Sewer  |
| WWUTL                     | PIPING     | Staab Construction          | 2019 Piping Improvement Project                         | 544,406          | Final completion projected late in the 2nd quarter of 2022   |
| WWUTL                     | PIPING     | McMahon Associates          | 2019 Piping Improvement Project                         | 15,324           | Final completion projected late in the 2nd quarter of 2022   |
| WWUTL                     | RECSTATE   | Staab Construction          | WWTP DAF Conversion Project                             | 254,980          | Project to be completed 2nd quarter of 2022  |
| WWUTL                     | RECSTATE   | McMahon Associates          | WWTP DAF Conversion Project                             | 5,664            | Project to be completed 2nd quarter of 2022  |

|   |            | Vendor                          | Description                                     | Amount            | Justification  |
|---|------------|---------------------------------|---|-------------------|--|
| WWUTL   | BELTFILTER | McMahon Associates              | Belt Filter Dewatering Equipment                | 326,225           | Construction to be bid later in 2022   |
| WWUTL   | SLUDGEATOR | Applied Technologies            | Sludge Storage Addition                         | 337,248           | Construction to be bid later in 2022   |
| WWUTL   | CLARIFIER  | McMahon Associates              | Secondary Clarifier Rebuild                     | 10,635            | Final completion projected to occur in the 3rd quarter of 2022   |
| WWUTL   | CLARIFIER  | Sabel Mechanical                | Secondary Clarifier Rebuild                     | 205,423           | Amount adjusted for Finance Committee contingency increase on 2/8/2022. Final completion projected to occur in the 3rd quarter of 2022   |
| WWUTL   | CLARIFIER  | Evoqua Water Technologies       | Secondary Clarifier Rebuild                     | 13,200            | Final completion projected to occur in the 3rd quarter of 2022   |
| WWFMD   | ELECTDISTR | Van Ert                         | Substation Upgrade - Phase 4                    | 1,480,191         | Supply chain issues, waiting for parts to complete project   |
| WWFMD   | ELECTDISTR | Patrick Engineering             | Substation Phase 4 Design                       | 7,750             | Supply chain issues, waiting for parts to complete project   |
| WWFMD   | ELECTDISTR | Patrick Engineering             | WWTP Phase 5 Electrical MCC Cabling             | 51,920            | Project is scheduled to bid out in February 2022   |
| WWFMD   | ELECTDISTR | Cardinal Construction           | WWTP Electrical E Bldg                          | 36,853            | Construction is ongoing, waiting for warmer weather to finish  |
| WWFMD   | HVAC       | EGI Mechanical                  | WWTP Admin Bldg HVAC                            | 57,000            | Waiting for warmer weather to finish punchlist items   |
| WWFMD   | HVAC       | BP Mechanical                   | WWTP D-Building HVAC                            | 6,219             | Waiting for warmer weather to finish punchlist items   |
| WWFMD   | LIGHTING   | Donohue & Assoc                 | WWTP Tunnel Lighting Replacement                | 7,517             | Supply chain issues, waiting for parts to be shipped   |
| WWFMD   | LIGHTING   | Van Ert                         | WWTP Light Replacement                          | 87,732            | Supply chain issues, waiting for parts to be shipped   |
| 5422  | 641600     | SDS Painting Co                 | WWTP 2020 L Bldg Painting                       | 79,500            | Painting in progress, to be completed in 2022  |
| 5422  | 641600     | Performa                        | WWTP 2020 L Bldg Painting                       | 4,583             | Painting in progress   |
|   |            |                                 |   | <b>5,585,752</b>  |  |
| <b>Valley Transit</b>                         |            |                                 |   |                   |  |
| 58072000                                      | 680403     | New Flyer                       | 5 Heavy Duty Buses (2-35ft, 3-40ft)             | 2,471,395         | Buses received in February 2022  |
| 58071000                                      | 680401     | TransTrack Systems              | Database management software                    | 38,056            | Project incomplete   |
|   |            |                                 |   | <b>2,509,451</b>  |  |
| <b>Economic Development</b>                   |            |                                 |   |                   |  |
| 15040   | 640400     | RDG Planning & Design           | College Avenue North Neighborhood Plan          | 45,000            | The City of Appleton is preparing a plan for the future of the College Avenue North Neighborhood. The plan will provide a guide for improving the area over the next 10 to 20 years, understanding that the area will continue to adapt to market changes. This plan also includes a market analysis. This project began in July 2021 and is progressing slightly ahead of schedule. The report should be approved the end of May or beginning of June 2022. |
| <b>DPW</b>                                    |            |                                 |   |                   |  |
| 17011   | 640400     | Westwood                        | M-21 Contaminated Materials & Materials Testing | 17,000            | Projects started in 2021 but are not yet complete, including contamination at Valley Road and Oneida Street  |
| 17031   | 640400     | Westwood                        | M-21 Contaminated Materials & Materials Testing | 21,000            | 3001 Glendale - field work done, documentation, reporting and DNR fees in 2022   |
| 17014   | 680901     | WI DOT                          | Oneida Skyline Bridge/Prospect Ave Inter.       | 3,000             | Construction Contract with WisDOT  |
| 17032   | 640400     | AECOM                           | Movable Bridge Inspections                      | 5,900             | 5 year inspection project  |
| 17032   | 640800     | Norcon                          | Pacific Street Bridge                           | 42,059            | Maintenance work continues into 2022   |
| 17011   | 640400     | Ehlers/RA Smith                 | Transportation Utility Funding Study            | 64,218            | Study not complete   |
| 17022   | 632510     | Tapco                           | Modules   | 7,441             | Open PO's at year end  |
| 17022   | 632510     | Tapco                           | Replacement Uprights                            | 7,650             | Open PO's at year end  |
| 17021   | 620100     | Tapco                           | IMSA Training - Trianing for work               | 5,500             | Open PO's at year end  |
| 17022/23                                      | 632510     | Graybar Electric                | Street Lights and cable                         | 4,394             | Open PO's at year end  |
| <b>Recreation</b>                             |            |                                 |   |                   |  |
| 16532   | 645400     | Midstates Recreation            | Equipment/Benches/Playground Replacement parts  | 15,312            | Vendor unable to obtain merchandise before the end of the year due to COVID  |
| <b>Police</b>                                 |            |                                 |   |                   |  |
| 17511   | 620100     | AXON                            | VR Simulator Training                           | 12,800            | 2nd year of contract   |
| <b>Fire</b>                                   |            |                                 |   |                   |  |
| 18033   | 632700     | Conway Shield                   | Arizona Vortex Multipod Kit                     | 6,475             | Ordered mid-October--shipping delay  |
| 18021   | 632102     | Jefferson Fire and Safety, Inc. | Fire Helmets                                    | 4,635             | Ordered mid-October--shipping delay  |
| <b>Subtotal - General Fund Under Contract</b> |            |                                 |   | <b>262,384</b>    |  |
| <b>Grand Total - Under Contract</b>           |            |                                 |   | <b>16,940,289</b> |  |

**2021 - 2022 Budget Carryover Requests - Non-Lapsing**

|   |                 | Vendor          | Description  | Amount           | Justification   |
|---|-----------------|-----------------|--|------------------|---|
| <b>Hazmat Contract</b>                                    |                 |                 |  |                  |   |
| 209   |                 |                 | Non-lapsing fund balance                                   | 437,444          | Carryover available fund balance.   |
| <b>Community Development Block Grant</b>                  |                 |                 |  |                  |   |
| 210   |                 |                 | Non-lapsing fund balance                                   | 8,972            | Carryover available fund balance.   |
| <b>Continuum of Care Grant</b>                            |                 |                 |  |                  |   |
| 215   |                 |                 | Non-lapsing fund balance                                   | 2,888            | Carryover available fund balance.   |
| <b>HOME Homeowner Grant</b>                               |                 |                 |  |                  |   |
| 216   |                 |                 | Non-lapsing fund balance                                   | 435,408          | Carryover available fund balance.   |
| <b>Housing Rehab Loan Program</b>                         |                 |                 |  |                  |   |
| 217   |                 |                 | Non-lapsing fund balance                                   | 74,158           | Carryover available fund balance.   |
| <b>Business &amp; Neighborhood Revitalization Program</b> |                 |                 |  |                  |   |
| 218   |                 |                 | Non-lapsing fund balance                                   | 1,388            | Carryover available fund balance.   |
| <b>Lead Hazard Control Grant</b>                          |                 |                 |  |                  |   |
| 219   |                 |                 | Non-lapsing fund balance                                   | 47,498           | Carryover available fund balance.   |
| <b>Library Grants</b>                                     |                 |                 |  |                  |   |
| 2550  |                 | United Way      | Reach Out and Read program                                 | 42,270           | United Way support for Reach Out and Read program                                 |
| 2550  |                 | Various clinics | Reach Out and Read program                                 | 71,821           | Program revenues for materials  |
| ALA-LBB   | LBB             |                 | Libraries Build Business grant from American Library Assn. | 13,659           | Granted funds from ALA to support Business programs                               |
|   |                 |                 |  | <b>127,750</b>   |   |
| <b>Health Grants</b>                                      |                 |                 |  |                  |   |
| 27X   |                 |                 | Non-lapsing fund balance                                   | 1,794            | Carryover available fund balance.   |
| <b>ARPA Grant</b>   |                 |                 |  |                  |   |
| 28X   |                 |                 | Non-lapsing fund balance                                   | 2,174            | Carryover available fund balance.   |
| <b>General Fund</b>                                       |                 |                 |  |                  |   |
| <b>Library</b>  |                 |                 |  |                  |   |
| 16032   | 631500          |                 |  | 14,150           | Patron funds paid to the library for lost materials the library needs to replace. |
| 16032   | 631500          |                 |  | 1,279            | Donations given to the library for dedicated memorials                            |
| <b>LIB-FRIEND</b>   |                 |                 |  |                  |   |
| 16021   | 630100          |                 |  | 981              | Granted funds from the community for Appleton Ready to Read                       |
| 16021   | 630700 & 630100 |                 |  | 4,951            | Granted funds from the community for ELL programming                              |
| <b>General Fund Total</b>                                 |                 |                 |  | <b>52,910</b>    |   |
| <b>Grand Total - Non-lapsing</b>                          |                 |                 |  | <b>1,192,384</b> |   |