



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: 4/21/2025
To: Municipal Services Committee
From: Pete Neuberger, Deputy Director of Public Works
Subject: Approve Contract Amendment #1 with Collins Engineers for Bridge Inspections Services (Unit R-24) in the amount of \$1,139.77, for a new total contract amount not to exceed \$43,139.77.

The Department of Public Works requests approval Contract Amendment #1 with Collins Engineers for Bridge Inspections Services (Unit R-24) in the amount of \$1,139.77, for a new total contract amount not to exceed \$43,139.77.

This approval will allow the City of Appleton to meet the federal and state mandates for bridge inspections.

The initial contract award was approved at the January 17, 2024, Common Council meeting.

April 15, 2025

Bridge Inspections in the City of Appleton – Unit R-24 - Amendment

Mr. Chad M. Weyenberg, P.E.
City of Appleton Department of Public Works
100 North Appleton Street
Appleton, WI 54911

Dear Mr. Weyenberg:

As part of the 2024-2025 routine bridge inspections for the City of Appleton, it was determined that an additional inspection of P-44-724 is required due to a substructure SNBI rating of 4. Per the original contract, the routine inspection for this bridge was performed in 2024. Due to the rating change the bridge now requires a routine inspection at 12-month intervals. The next inspection is due May 2025.

In addition, structure B-44-490 is currently under construction. It will require a separate inspection trip since its completion was delayed and is not expected until later this year. The inspection mobilization will not coincide with the other 2025 routine inspections.

Due to the additional scope, Collins proposes an amendment in the amount of \$1,139.77.

If there are any questions regarding this submittal, please do not hesitate to contact me at (432)234-2777 / mcourtney@collinsengr.com. Our team looks forward to working with the City of Appleton on this project.

Very truly yours,

COLLINS ENGINEERS, INC.



Matthew Courtney, P.E.
Project Manager



Mark Mutziger, P.E.
Regional Manager

Consultant Contract Total Fee Computation

Bridge Inspections (Unit R-24)
City of Appleton, WI

Project ID	Total	Total for Contract
Number of Staff Hours	10.5	10.5
Total Labor	\$1,090.77	\$1,090.77
Direct Expenses	\$49.00	\$49.00
Total	\$1,139.77	\$1,139.77

Summary of Staff Hours and Direct Labor Costs
Bridge Inspections (Unit R-24)
City of Appleton, WI

Classification		Project Manager		Team Leader 1		Team Member 1			
Avg. Hourly Wage		\$156.56		\$129.78		\$80.34		Total Direct Labor	
Task	Activity Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Inspection		0	\$0.00	3.5	\$454.23	3.5	\$281.19	7	\$735.42
Report		0	\$0.00	0.5	\$64.89	1	\$80.34	1.5	\$145.23
Mob / Demob		0	\$0.00	1	\$129.78	1	\$80.34	2	\$210.12
TOTAL:		0	\$0.00	5	\$648.90	5.5	\$441.87	10.5	\$1,090.77

Direct Expenses by Item
Bridge Inspections (Unit R-24)
City of Appleton, WI

Inspection				
Item	Unit Amount	Unit Type	Rate	Total Expenses
Mileage	70	miles	\$0.700	\$49.00
Hotel		days	\$110.000	\$0.00
Boat Rental		days	\$110.000	\$0.00
Per Diem		days	\$59.000	\$0.00
TOTAL				\$49.00

SHEET TOTAL	\$49.00
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