



DEPARTMENT OF  
**UTILITIES**

**Department of Utilities**  
Wastewater Treatment Plant  
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## MEMORANDUM

**Date:** August 22, 2024  
**To:** Chairperson Brad Firkus and Members of the Finance Committee  
**CC:** Ryan Rice, Deputy Director of Utilities  
Kelli Rindt, Enterprise Accounting Fund Manager  
**From:** Chris Stempa, Director of Utilities  
**Subject:** **Finance Committee Action: Sole Source Engineering Services Contract to Applied Technologies Inc. as part of the AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050**

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### BACKGROUND:

The Appleton Wastewater Treatment Plant (AWWTP) produces approximately 25,000 wet tons of biosolids each year. Since the completion of the Sludge Storage Additional project in 2024, the total on site storage capacity increased from 8,994 wet tons to 15,456 wet tons. This total volume now provides 180 days of biosolids storage based on projected biosolids production rates through year 2040. The 180 day storage requirement is specified under Wisconsin Administrative Code NR NR 204.10(1)(b).

Following final completion of the Sludge Storage Additional project, staff identified a design concept that could potentially facilitate more effective storage of the removable wall planks and columns. The current outside storage or laydown area intended to house the concrete planks and steel columns became space limited with the new building addition. The suggested modification to the existing laydown area would mimic how the wall sections are currently installed inside the sludge storage building. This would not only create more functional and effective storage but also provide staff with an adequate outside training space to simulate wall plank and column removal.

### PROPOSAL

Applied Technologies Inc. (ATI) was asked to provide a proposal because of their involvement in the last two sludge storage building additions including the original outside removable wall plank and column laydown area. The ATI proposal includes a complete scope of services for design, bidding, and construction management services at a cost of \$25,500.

ATI will review the existing column storage system and identify possible options and locations for storing the additional steel columns and planks there. They would prepare preliminary design concepts for AWWTP that would be discussed as part of a staff workshop. The selected concept from the workshop would then be advanced as part of the public construction bid drawings and construction specifications development. ATI would provide full bidding and contract administration

services such as conducting progress meetings, processing payment applications, shop drawing review, and completion of record drawings.

### **JUSTIFICATION**

ATI has a long history of being part of AWWTP sludge storage building projects dating back to the mid-1990s. In fact, ATI received an innovative design award for the 1997 Sludge Storage Building Addition project which was the first building of its kind to feature removable retaining wall panels and columns. In 2015, ATI designed and oversaw the construction of the outside column and retaining wall storage area which maximized storage space and improved safety over past practices. Most recently, ATI saw to completion the V3 Sludge Storage Building Addition which expanded the total biosolids storage volume of the building to 15,456 wet tons.

The available funds remaining in the Sludge Storage Building Addition project budget would be reallocated for the cost of this service contract.

### **RECOMMENDATION:**

I am recommending the approval of a sole source engineering service contract to ATI as part of AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

**Encl:** Finance Department Sole Source Request Form



## SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern:** When a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

Applied Technologies Inc. has been involved with AWWTP since the mid-1990s. Their demonstrated expertise and proven success make them the most efficient and cost-effective vendor for this project.

### PROPOSED DETAILS

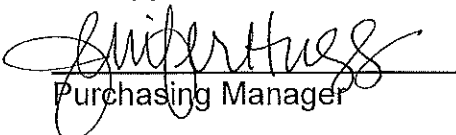
Requesting dept: Appleton Wastewater Treatment Plant

Product/service: AWWTP Column & Plank Storage Upgrades

Vendor name: Applied Technologies Inc.

Total cost: \$25,500 w/ 10% contingency of \$2,550 for a total not to exceed \$28,050

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

  
Purchasing Manager

8/23/24  
Date