



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
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MEMORANDUM

Date: July 19, 2024
To: Chairperson Brad Firkus and Members of the Finance Committee
From: Chris Stempa, Utilities Director
CC: Ryan Rice, Utilities Deputy Director
Kelli Rindt, Enterprise Fund Accounting Manager
Subject: **Action: Approve Change Order #1 to Sabel Mechanical as part of the AWWTP Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract Project totaling \$8,837 resulting in a decrease in contingency from \$6,662 to \$0 with the balance of \$2,175 covered by available project funds.**

BACKGROUND:

On February 7, 2024, Common Council approved a contract for the Appleton Wastewater Treatment Plant (AWWTP) Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract Project to Sabel Mechanical as part of the AWWTP Final Clarifier Tank Underdrain and Tank Drain Rehabilitation Contract Project totaling \$44,411 with 15% contingency of \$6,662 for a project total not to exceed \$51,073. The change order task summarized below 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.

CHANGE ORDER #1

Change Order #1 reflects the labor, material, and equipment costs for safety grate installation at two wetwell openings. The current wetwells are located adjacent to one another. Neither wetwell has integral fall protection features which has become a Utilities Department standard for any project involving existing or new infrastructure.

RECOMMENDATION:

I am requesting approval of Change Order #1 to Sabel Mechanical for fall protection equipment totaling \$8,837. The remaining Change Order balance of \$2,175 would be funded with available project funds.

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