



City of Appleton

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

Meeting Agenda - Final-revised Utilities Committee

Tuesday, December 11, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[18-1798](#) Approval of the November 27, 2018 Utilities Committee Meeting Minutes.

Attachments: [November 27, 2018 Utilities Committee Meeting Minutes.pdf](#)
4. **Public Hearings/Apearances**
5. **Action Items**

[18-1799](#) Award of 2019C Stormwater Consulting Services Contract for Newberry Street reconstruction with Brown and Caldwell in an amount not to exceed \$28,690.

Attachments: [2019C Award to Brown and Caldwell.pdf](#)

[18-1800](#) Award of 2019D Stormwater Consulting Services Contract for Lightning Drive Drainage Study Update and Preliminary Engineering to raSmith, Inc. in an amount not to exceed \$58,140.

Attachments: [2019D Lightning Drive Approval Memo raSmith.pdf](#)

[18-1801](#) Award of 2019E Stormwater Consulting Services Contract for K2 Drainage Study to McMahon, Inc. in an amount not to exceed \$29,700.

Attachments: [2019E K2 Drainage Study Approval Memo McMahon FINAL.pdf](#)

[18-1802](#) Approval to single source and award the 2019F Stormwater Consulting Services Contract for an UNPS Planning Grant application for the next City-wide stormwater management plan to Brown and Caldwell in an amount not to exceed \$6,850.

Attachments: [2019F Single Source Award to Brown and Caldwell.pdf](#)

[18-1837](#)

Approval of a Coating Services contract for the #2 Receiving Station to Mississippi Valley Coating in the amount of \$68,782 plus a contingency of \$8,250 for a total not to exceed cost of \$77,032.

Attachments: [utilities memo #2 RS Coating Contract Award 12-07-18.pdf](#)

6. Information Items

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 on the agenda, contact Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.



City of Appleton

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Meeting Minutes - Final Utilities Committee

Tuesday, November 27, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Baranowski called the Utilities Committee meeting to order at 5:00 p.m.

2. Roll call of membership

Present: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

3. Approval of minutes from previous meeting

[18-1766](#)

Approval of the November 13, 2018 Utilities Committee Meeting Minutes.

Attachments: [November 13, 2018 Utilities Committee Meeting Minutes.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

4. Public Hearings/Appearances

5. Action Items

[18-1767](#)

Authorize the 2018 Request from Outagamie County Recycling and Solid Waste (OCRSW) to Discharge Leachate from the proposed Northwest Landfill Expansion Project and reject discharges from the East and Northeast Landfills.

Attachments: [Utilities Memo NW Landfill Leachate Request OCRSW.pdf](#)
[Landfill Dwg.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

[18-1768](#)

Amend 2017F Evergreen Drive and Alvin Street Stormwater Management Design and Permitting with McMahon Associates, Inc. in an amount not to exceed \$4,000.

Attachments: [2017 Evergreen Alvin Amend DESIGN Contract Nov 2018.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

[18-1769](#)

Award of 2019A Stormwater Consulting Services Contract for 2019 Stormwater Management Plan Reviews to Brown and Caldwell in an amount not to exceed \$50,000.

Attachments: [2019 A Plan Review Award Util Memo BC.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

[18-1770](#)

Award of 2019B Stormwater Consulting Services Contract for North Edgewood Estates Stormwater Engineering Services to McMahon Associates, Inc. in an amount not to exceed \$48,400.

Attachments: [2019 B North Edgewood Stormwater Approval Memo McMahon.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

[18-1771](#)

Preliminary Resolution 5-P-18 for storm sewer construction, Evergreen Drive from Alvin Street to Haymeadow Avenue, be adopted and refer the matter to the Finance Committee to determine the assessment rate.

Attachments: [5-P-18 Storm Sewer.pdf](#)

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

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

6. Information Items

[18-1772](#)

Monthly Reports for October 2018
- Water Distribution and Meter Team Monthly Report

Attachments: [Water Main Breaks October 2018.pdf](#)

The report was reviewed.

7. Adjournment

Reed moved, seconded by Dvorachek, that the Utilities Committee meeting be adjourned at 5:19 p.m. Roll Call. Motion carried by the following vote:

Aye: 4 - Baranowski, Reed, Dvorachek and Raasch

Excused: 1 - Meltzer

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Sue Olson, Staff Engineer

DATE: December 3, 2018

RE: Award of 2019C Stormwater Consulting Services Contract for Newberry Street reconstruction with Brown and Caldwell in an amount not to exceed \$28,690.

The Department of Public Works is requesting approval of the 2019C Stormwater Consulting Services Contract with Brown and Caldwell (BC) for stormwater management services related to the reconstruction of Newberry Street in an amount not to exceed \$28,690. After this contract, \$708,910 will remain in the 2019 stormwater consulting services budget.

Newberry Street from Schaefer Street to STH 441 is programmed for reconstruction in 2021, with underground utility updates in 2020. City staff will be designing the street and the underground utilities. The scope for the selected consultant includes:

- Updating the water quantity models for the 2009 Kensington North study area and 2006 East College Avenue study area to account for redevelopment and other changes in the watersheds
- Creating water quantity models for the area between the Kensington North study area and East College Avenue study area
- Inlet capacity analysis
- Evaluating previously proposed water quality practices and potential additional water quality practices to assist the City in meeting the 2012 Lower Fox River TMDL goals.
- Working iteratively with City staff on storm sewer and street design to ensure flood control and water quality goals are met

DPW solicited proposals from five engineering firms and received proposals from four of them. Proposals were rated on a 100-point scale on the following criteria: Similar Project Experience, Project Team, Project Understanding and Approach, and Schedule. Technical Proposals were

evaluated by a City review team consisting of Ross Buetow, City Engineer; Pete Neuberger, Staff Engineer; and Sue Olson, Staff Engineer. The ranking below is based on the technical scores.

<u>Rank</u>	<u>Firm</u>	<u>Score</u>	<u>Price</u>	<u>Price/Point</u>
1.	Strand	94.00	\$34,500	\$367
2.	Brown and Caldwell	93.67	\$28,690	\$306
3.	McMahon	92.67	\$29,280	\$316
4.	raSmith	91.00	\$32,012	\$352

Based on the Technical scores, staff felt that any of the four consultants could perform the necessary work and meet City schedules. All of the consultants provided quality team members and good approaches to the project. Staff then evaluated the cost proposals and the cost per point of the technical score. Based on the high technical score and lowest cost and cost per point, staff is recommending Brown and Caldwell for this project.

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Sue Olson, Staff Engineer

DATE: December 3, 2018

RE: Award of 2019D Stormwater Consulting Services Contract for Lightning Drive Drainage Study Update and Preliminary Engineering to raSmith, Inc. in an amount not to exceed \$58,140.

The Department of Public Works is requesting approval of the 2019D Stormwater Consulting Services Contract for Lightning Drive Drainage Study Update and Preliminary Engineering to raSmith, Inc. (raSmith) in an amount not to exceed \$58,140. After this contract, \$650,770 will remain in the 2019 stormwater consulting services budget.

In 2013, DPW's consultant developed a drainage study to plan for the future construction of Lightning Drive from CTH JJ to Broadway Drive. The study included preliminary sizing and costs for storm sewers and bridges, as well as alternatives for stormwater management (peak flow control and water quality).

In 2017, Outagamie County and City of Appleton jointly reconstructed CTH JJ from Ballard Road to 600 feet east of Lightning Drive; reconstructed the CTH JJ/Lightning Drive intersection as a roundabout, constructed a portion of Lightning Drive (CTH JJ to approximately 600 feet north) and built a new stormwater pond at the northeast corner of the CTH JJ/Lightning intersection. Aside from the Lightning Drive extension, these improvements were not anticipated at the time of the 2013 study. Other changes that have occurred since the initial study include adjacent private development, changes to DNR stormwater regulations, and changes to the City's stormwater ordinance and rainfall data.

Work under this contract includes preparing an independent, updated drainage study to plan and budget for the construction of the remainder of Lightning Drive from the current north end of Lightning Drive to Broadway Drive, and developing 30% preliminary engineering plans for Lightning Drive roadway and stormwater management and conveyance practices. The updated report will also consider potential options to manage post-development runoff for future adjacent tributary parcel areas.

2019D Lightning Drive

December 3, 2018

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DPW solicited proposals from five engineering firms and received proposals from three of the firms. Proposals were rated on a 100-point scale on the following criteria: Related Experience, Project Team, Project Understanding and Approach, and Schedule. Technical Proposals were evaluated by a City review team consisting of Ross Buetow, City Engineer; Pete Neuberger, Staff Engineer; and Sue Olson, Staff Engineer.

<u>Rank</u>	<u>Firm</u>	<u>Technical Score</u>	<u>Cost Proposal</u>	<u>Price Per Point</u>
1.	Brown & Caldwell	98.33	\$69,786	\$710
2.	raSmith	92.00	\$58,140	\$632
3.	AECOM	69.33	\$38,555	\$556

During Technical Scoring, DPW Staff determined that Brown & Caldwell and raSmith both submitted excellent technical proposals that met or exceeded the minimum requirements deemed necessary for a successful project. After technical scoring was completed, the City reviewed the cost proposal associated with each technical proposal. Once cost was factored in, raSmith was identified as the most cost-effective proposal among those meeting the minimum technical requirements.

If the selected consultant performs this work to the City's satisfaction, DPW staff anticipate contracting with the same consultant for the final design and permitting of the Lightning Drive stormwater facilities without an RFP process, subject to future committee and council approval.

Therefore, the Department of Public Works is requesting approval of the 2019D Stormwater Consulting Services Contract for Lightning Drive Drainage Study Update and Preliminary Engineering to raSmith, in an amount not to exceed \$58,140.

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Sue Olson, Staff Engineer

DATE: December 3, 2018

RE: Award of 2019E Stormwater Consulting Services Contract for K2 Drainage Study to McMahon, Inc. in an amount not to exceed \$29,700.

The Department of Public Works is requesting approval of the 2019E Stormwater Consulting Services Contract for K2 Drainage Study to McMahon, Inc. in an amount not to exceed \$29,700. After this contract, \$621,070 will remain in the 2019 stormwater consulting services budget.

The City's Southpoint Commerce Park consists of approximately 350 acres of commercial/light industrial parcels, most of which are not yet developed, and supporting public roadway, stormwater, water, and sanitary infrastructure. In the early 2000's, post-construction stormwater management for all lots in the Southpoint Commerce Park, as well as some tributary offsite areas, was designed to be provided by four regional stormwater ponds: Coop Pond, Plank Road Pond, K2A (a.k.a. Southpoint Commerce Park North) Pond, and K2B (a.k.a. Southpoint Commerce Park South) Pond.

Ultimately, the City constructed two regional stormwater ponds to serve new development within the K2 Drainage areas—the K2A and K2B stormwater ponds, which are named for the drainage subbasins in which they are located.

Several variables within the drainage subbasins tributary to K2A and K2B Ponds have changed since the original pond designs, and the City desires to re-evaluate the function of the ponds and stormwater conveyances to the ponds to verify the City's/DNR's standards will continue to be met as the Southpoint Commerce Park and nearby areas develop. Known changes within the watershed include include:

- USDA revision of some soil types from Hydrologic Soil Group (HSG) C to HSG D.
- Changes in assumed imperviousness/land use of tributary parcels.
- Changes in annexation status of some tributary parcels, impacting planned onsite stormwater management of said parcels.
- Changes to rainfall data tables.

The proposed scope of work includes:

- Developing XP-SWMM modeling and report for the K2A and K2B Ponds that analyzes pond performance for peak flow control, using both the SCS Type II and Atlas 14 rainfall and distribution data.
- Developing a WinSLAMM model to verify water quality performance.
- Verifying the ponds and stormwater conveyance meet City and DNR standards for new development.
- If the standards are not met, developing concept-level alternatives with budget-level cost estimates for possible modifications to the ponds and/or conveyance system for meeting the standards.

If modifications are determined necessary by the City, the City anticipates a future contract with the selected consultant to model and design such modifications, without an RFP process, subject to future committee and council approval.

DPW solicited proposals from five engineering firms and received proposals from all five firms. Proposals were rated on a 100-point scale on the following criteria: Related Experience, Project Team, Project Understanding and Approach, and Schedule. Technical Proposals were evaluated by a City review team consisting of Ross Buetow, City Engineer; Pete Neuberger, Staff Engineer; and Sue Olson, Staff Engineer.

<u>Rank</u>	<u>Firm</u>	<u>Technical Score</u>	<u>Cost Proposal</u>	<u>Price Per Point</u>
1.	Brown & Caldwell	96.50	\$37,395	\$388
2.	McMahon	95.50	\$29,700	\$311
3.	AECOM	94.00	\$36,924	\$393
4.	Strand	91.50	\$35,000	\$383
3.	raSmith	88.50	\$29,012	\$328

During Technical Scoring, DPW Staff determined that Brown & Caldwell, McMahon, and AECOM scored a virtual tie in providing the best technical proposals. After technical scoring was completed, the City reviewed the cost proposal associated with each technical proposal. Once cost was factored in, McMahon was identified as the most cost-effective proposal measured by price-per-point.

Therefore, the Department of Public Works is requesting approval of the 2019E Stormwater Consulting Services Contract for K2 Drainage Study to McMahon, Inc, in an amount not to exceed \$29,700.

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Sue Olson, Staff Engineer

DATE: December 3, 2018

RE: Approval to single source and award the 2019F Stormwater Consulting Services Contract for an UNPS Planning Grant application for the next City-wide stormwater management plan to Brown and Caldwell in an amount not to exceed \$6,850.

The Department of Public Works is requesting to single source and award the 2019F Stormwater Consulting Services Contract for an Urban Non-point Source (UNPS) Planning Grant application for the next City-wide stormwater management plan to Brown and Caldwell (BC) in an amount not to exceed \$6,850. After this contract, \$614,220 will remain in the 2019 stormwater consulting services budget.

The current Wisconsin Department of Natural Resources (WDNR) MS4 stormwater permit will expire April 30, 2019. The WDNR anticipates issuing the new permit May 1, 2019 and it will contain new requirements and milestones for meeting TMDL goals. Also, the 2015-2021 benchmarks to show continual progress in the 2014 City-wide stormwater plan included an update to the plan in 2020-2021. Furthermore, the City has been notified that UNPS Planning Grants are available for 2020.

Based on this information, staff will be requesting funds to update the City-wide stormwater management plan in the 2020 budget. The purpose of this contract is to submit a grant application to the WDNR to assist with this effort. Planning Grants are not available every year. Applications are due April 15, 2019. Award notifications are typically received in October and funds would be available January 2020. The city-wide plan update is anticipated to cost \$150,000 to \$200,000. The potential cost share is 50% up to a maximum of \$85,000.

Staff is recommending to single source the grant application to BC due to their long history of preparing successful grant applications, both for the City of Appleton and other communities, and their knowledge of the overall City of Appleton stormwater management program. The staff from BC involved with this project were also part of the 2014 City-wide Stormwater Management Plan development while employed at AECOM. Staff anticipates issuing a Request for Proposals in fall of 2019 for the 2020 update to the 2014 City-wide Stormwater Management Plan.



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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 Ed Baranowski and Members of the Utilities Committee

From: Utilities Director Chris Shaw

Date: December 7, 2018

Re: *Approval of a Coating Services contract for the #2 Receiving Station to Mississippi Valley Coating in the amount of \$68,782 plus a contingency of \$8,250 for a total not to exceed cost of \$77,032*

Background:

The Appleton Wastewater Treatment Plant (AWWTP) has identified that #2 Receiving Station requires rehabilitation. This is one of two tanks that accepts hauled waste from food and dairy waste. The tank consists of carbon steel side walls and a concrete base. This project will remove the concrete base and replace with protected coated steel.

A coating conditions and structural integrity assessment performed by McMahon earlier this year established a coating or rehabilitation priority. McMahon was asked to deliver coating specifications and quotation documents for the tank repair. Five qualified coating contractors were invited to provide quotes for the work. The results of which are summarized below.

Quotation Process:

The five qualified contractors were invited based on their prior work within the water, wastewater, and industrial sectors. Four quotations were received that met qualifications defined in the Request for Quote (RFQ). Mississippi Valley Coating had the lowest cost quotation at \$68,782. Omni Paint did not submit a proposal. The following table summarizes the company quotes.

Contractor	Quote
Mississippi Valley Coating	\$68,782
Saint Germain Sandblasting	\$71,750
Crane Engineering	\$97,770
Mill Coatings, Inc.	\$105,550
Omni Paint	*DNP

*DNP – Did Not Propose

Recommendation:

I recommend approval of a Coating Services contract for the #2 Receiving Station to Mississippi Valley Coating in the amount of \$68,782 plus a contingency of \$8,250 for a total not to exceed cost of \$77,032

If you have any questions, regarding the project please contact Chris Shaw at 832-2362.