



City of Appleton

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

Meeting Agenda - Final Finance Committee

Monday, August 23, 2021

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[21-1168](#) July 26, 2021 Finance Committee meeting minutes

Attachments: [MeetingMinutesjul-26-2021-09-17-16.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [21-1170](#) Request to approve amendment to Sec. 2-216 of the Appleton Municipal Code to comply with state statutes

Attachments: [Finance Committee re Revisions to Sec 2-216.pdf](#)

- [21-1171](#) Request to award the Water Facility 2021 Entrance Gate Upgrade project contract to IEI General Contractors in the amount of \$186,764 with a contingency of 15% for a project total not to exceed \$214,778

Attachments: [2021 Water Plant Gate Upgrades.pdf](#)

- [21-1196](#) Request to approve Amendment to North Edgewood Estate Development Agreement

Attachments: [North Edgewood Estate DA amendment.pdf](#)

[21-1197](#) Request to approve the following 2021 Budget amendment:

TIF District 6 Capital Projects Fund

Other Contracts/Obligations	+\$1,000,000
Fund Balance	-\$1,000,000

to provide additional development contribution payment in TIF District 6 (2/3 vote of Council required)

Attachments: [Encapsys TIF Payment 2021.pdf](#)

[21-1205](#) Request to award contract to The Boldt Company for Construction Manager at Risk services for the library for a contract of \$1,186,730 and \$25,000 for reimbursable expenses for a contract totaling \$1,211,730

Attachments: [2021 Library Construction Manager.pdf](#)

[21-1206](#) Request to award Unit EE-21 Structural Repairs of the Green Ramp West Stair Tower to Merit Construction Services, Inc in the amount of \$136,650 with a 5% contingency of \$6,833 for a project total not to exceed \$143,483

Attachments: [Award of Contract Unit EE-21.pdf](#)

[21-1207](#) Request approval to reject all bids for Unit H-21

Attachments: [Rejection of Bids Unit H-21 Redundant Raw Water Line Construction.pdf](#)

[21-1208](#) Request to award the City of Appleton's 2021 Parks Hardscapes Project - AMP Roads Reconstruction Project contract to Northeast Asphalt, Inc in the amount of \$183,903 with a contingency of 8% for a project total not to exceed \$198,615

Attachments: [2021 AMP Parks Roads Renovation.pdf](#)

[21-1210](#) Request to award the Sole Source Purchase of Grit Classifier System Rebuild Parts through Saveco North America Inc in the amount of \$61,774

Attachments: [Finance Memo Grit Classifier Rebuild Work.pdf](#)

[21-1198](#) The Finance Committee will go into closed session according to State Statute §19.85(1)(g) for the purpose of conferring with legal counsel regarding pending litigation and will then reconvene into open session

6. Information Items

[21-1081](#) Award Change Order 3 for the Phase I Lake Station Construction contract to Miron Construction Company in an amount of \$30,097 decreasing project contingency from \$173,447 to \$143,350

Attachments: [Change Order 3 - Lake Station Project 07-22-21.pdf](#)

[21-1172](#) Contract 79-21 was awarded to Duke's Root Control for Unit R-21 Chemical Root Foaming of Sanitary Sewers in the amount of \$25,000. No payments have been made. Request to issue the final contract payment of \$24,923.75

[21-1199](#) The 2021 Capital Improvement Plan included \$90,000 for playground equipment and installation at Linwood Park. Construction Contract 39-21 was issued to Lee Recreation, LLC to supply the playground equipment and installation in the amount of \$85,000. The new playground installation was finished on July 30. Request to issue the final payment of \$85,000.

[21-1200](#) Contract 36-20 was awarded to Van Ert Electric, Inc. for the "2019 AWWTP Electrical Distribution Upgrades Phase 2 Project" in the amount of \$2,305,900 with a contingency of \$230,590. Two change orders were issued that total \$115,076.44 to make electrical distribution modifications to the E-Building and an additional 14 zero sequence current transformers. Payments to date total \$2,299,927.62. Request to issue the final contract payment of \$121,048.82

[21-1212](#) Change Order #2 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$10,659 resulting in a decrease in contingency from \$302,843 to \$292,184

Attachments: [2019 AWWTP Improvements Staab Change Order No2.pdf](#)
[210513_Staab CO2_2019 AWWTP Improvements Project.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 Tony Saucerman at (920) 832-6440.



City of Appleton

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

Meeting Minutes Finance Committee

Monday, July 26, 2021

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Roll call of membership

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

3. Approval of minutes from previous meeting

[21-1068](#)

July 12, 2021 and July 21, 2021 Finance Committee meetings minutes

Attachments: [MeetingMinutesJul-12-2021-12-40-18.pdf](#)

[MeetingMinutesJul-21-2021-08-14-54.pdf](#)

**Reed moved, seconded by Meltzer, 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/Apearances**

[21-1087](#)

Mr. Bill Frawley from the Appleton Yacht Club to present the Club financial report

Attachments: [Appleton Yacht Club Presentation.pdf](#)

This presentation was presented by Mr. Bill Frawley

5. **Action Items**

[21-1032](#)

Mayor's Response to Resolution #9-R-21, Transportation Utility Study

Attachments: [#9-R-21 TU Resolution.pdf](#)

[Transportation Utility Study Resolution Response Memo.pdf](#)

**Firkus moved, seconded by Reed, that the Report Action Item be amended to include the language from Mayor's memo then recommended for approval.
Roll Call. Motion carried by the following vote:**

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

[21-0946](#)

Request to approve the allocation of excess General Fund balance at December 31, 2020 and the following related 2021 Budget amendments:

General Fund

Transfer Out - Debt Service/Capital Projects Fund	+\$3,840,000
Transfer Out - Industrial Park Land Fund	+\$ 250,000
Transfer Out - Facilities Capital Projects Fund	+\$ 185,000
Transfer Out - IT Capital Projects Fund	+\$ 65,000
Mayor's Office	+\$ 75,000
Public Works Department	+\$ 200,000
Finance Department	+\$ 50,000
General Fund Balance - Reserve for Brand Study	+\$ 450,000
General Fund Balance	-\$5,115,000

Debt Service/Capital Projects Fund

Transfer In - General Fund	+\$3,840,000
Debt Service Reduction	+\$3,840,000

Industrial Park Land Fund

Transfer In - General Fund	+\$ 250,000
Industrial Park Land	+\$ 250,000

Facilities Management Capital Projects Fund

Transfer In - General Fund	+\$ 185,000
Parks Improvements	+\$ 175,000
City Hall Improvements	+\$ 10,000

Information Technology Capital Projects Fund

Transfer In - General Fund	+\$ 65,000
Council Chamber AV Project	+\$ 65,000

to allocate excess general fund balance at 12/31/20 per City Fund Balance Policy (2/3 vote of Council required)

Attachments: [Finance Committee - Fund Balance Policy 2021.pdf](#)
[Mayor Memo.pdf](#)

Reed moved, seconded by Firkus, that the Report Action Item be amended to include the changes suggested in the Mayor's memo then recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Reed, Siebers and Firkus

Nay: 1 - Van Zeeland

[21-0949](#)

Request to award the 2021 Water Treatment Facility Fire Alarm project to Faith Technologies, Inc in the amount of \$51,228 with a contingency of \$10,000 for a project total no to exceed \$61,228

Attachments: [2021 WT Fire Alarm.pdf](#)

Reed 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

[21-1069](#)

Request to accept a grant from Mary Beth Nienhaus in the amount of \$500,000 for the construction of a pickleball complex at Telulah Park

Attachments: [2021 Donation for Pickleball Courts.pdf](#)

Van Zeeland 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

[21-1075](#)

Request approval of Change Order #1 for Contract 42-21 for the 2021 Parks Hardscapes Project - AMP Parking Lot #3 Reconstruction Project for installing Engineered Base Stabilizer (EBS) and drain tile in the amount of \$60,947 resulting in an increase of the contingency from \$50,000 to \$60,947 and an increase to the overall contract amount of \$10,947

Attachments: [2021 AMP Parking Lot #3 Renovation Change Order #1.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

[21-1076](#)

RIVERSIDE CEMETERY ASSOCIATION submitting a request for payment for maintenance of Veteran's graves

Attachments: [Riverside Cemetery - 2021 Veteran Grave Care Reimbursement.pdf](#)
[Riverside Cemetery - Veterans July 2020 to June 2021.pdf](#)
[Riverside Cemetery - Military Report - 7-14-2021.xlsx](#)

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

6. Information Items

[21-1083](#) 2021 Finance Mid-Year report

Attachments: [2021 Finance mid-year report.pdf](#)

This report was presented

[21-1084](#) 2021 Legal Services Mid-Year report

Attachments: [Legal Services 2021 Mid-Year Report.pdf](#)

This report was presented

[21-1085](#) 2021 Risk Management Mid-Year report

Attachments: [2021 Risk Mid Year Budget Report.pdf](#)

This report was presented

[21-1086](#) 2021 Parks, Recreation and Facilities Management Mid-Year report

Attachments: [2021 PRFM Mid Year Report.pdf](#)

This report was presented

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



LEGAL SERVICES DEPARTMENT

Office of the City Attorney

100 North Appleton Street

Appleton, WI 54911

Phone: 920/832-6423

Fax: 920/832-5962

TO: Members of the Finance Committee

FROM: Christopher R. Behrens, City Attorney

DATE: July 28, 2021

RE: Revisions to Sec. 2-216. Residency Policy

Recently while researching a different matter it came to my attention that Sec. 2-216 of the Municipal Code that addresses the residency policy requires updating to bring it into compliance with state statutes. Specifically, in 2013 the State of Wisconsin adopted Act 20 which prohibits local governments from setting strict residency requirements for their employees. This Act was subsequently codified in § 66.0502 of the Wisconsin Statutes. While the City has been following this state law since adoption, the ordinance was not amended to reflect this change.

Accordingly, I respectfully request the following:

APPROVE amending Sec. 2-216 of the Municipal Code to comply with state statutes.

A copy of the current section with proposed amendments is attached for your reference. Thank you for your consideration.

Attachment

CRB;jlg
21-0028

Christopher R. Behrens
City Attorney

Amanda K. Abshire
Deputy City Attorney

Darrin M. Glad
Assistant City Attorney

Nicholas J. Vande Castle
Assistant City Attorney

Sec. 2-216. Residency policy.

Members of boards or commissions shall be residents of the City at the time of appointment. ~~and all department heads shall be residents of the City within twelve (12) months of the date of their hiring or appointment and maintain residency in the City while under the employment or service of the City.~~ If any such ~~City department head or~~ member of a board or commission does not meet this requirement, ~~his~~ their office or position shall be vacated and such vacancy shall be filled in the manner prescribed by law or ordinance. The residency deadline may be extended with the recommendation of the Mayor and approval of the Common Council. This section does not apply to the physician members of the Board of Health, ~~the Director of Parks, Recreation and Facilities Management~~ or non-City members of the Fox Cities Transit Commission. ~~Changes in the names of departments or titles of department heads shall not affect the requirements of this section.~~



"...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

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 8/23/2021

RE: Action: Award the Water Facility "2021 Entrance Gate Upgrades Project"
contract to IEI General Contractors in the amount of \$186,764 with a contingency
of 15% for a project total not to exceed \$214,778

The 2021 Capital Improvement Plan includes \$250,000 to upgrade the front entrance gate at the Water Treatment Facility. This facility's entrance gate is original to the facility and its mechanicals are at the end of their useful life. The needed repairs include openers, loop detectors, card access, call boxes, and new wiring from the facility to the gate. There will also be some security upgrades that include new cameras and additional card readers. The scope of this project is to install a new underground electrical distribution feeder to the gate, install new underground fiber to the gate, install new low voltage wiring under the new road, and replace the gate mechanicals.

The bids were received as follows:

IEI General Contractors (low bid)	\$186,764
RJM Construction, LLC.	\$236,450
Milbach Construction Services, Co.	\$288,611

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to IEI General Contractors. 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 IEI General Contractors in the amount of \$186,764 plus a contingency of 15% only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



MEMO

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

TO: Finance Committee

FROM: Paula Vandehey, Director of Public Works *PAV*

DATE: August 18, 2021

SUBJECT: **Amendment to North Edgewood Estates Development Agreement.**

In January of 2018, the Common Council approved the North Edgewood Estates Development Agreement. Since that time, it was determined that a 10-foot wide sidepath would be installed along the south side of E. Rubyred Drive. Because only the standard 5-foot sidewalk is assessed to the property owners when a 10-foot sidepath is installed, and the terrace grades can be steep during the temporary asphalt phase, it is our preference that the entire sidepath is installed at the time of concrete street paving. To codify this change, the following amendment is recommended for the development agreement:

Add Section 10.4 Sidewalk/Sidepaths

- (a) All 5-foot sidewalk shall be installed by the property owner within 6-months of occupancy.
- (b) All 10-foot sidepaths shall be installed by the City at time of concrete paving. Property owners will be assessed at that time the equivalent cost of a 5-foot sidewalk in accordance with the City's Special Assessment Policy.



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

TO: Finance Committee
FROM: Tony Saucerman, Finance Director
DATE: August 10, 2021
RE: **TIF 6 Developer Payment**

The City's TIF District #6 (TID 6) is nearing its mandatory termination date of February 14, 2023. The District has performed very well financially over the years which has enabled the district to accumulate a significant fund balance.

In 2016, the City signed a development agreement with Encapsys Southpoint, LLC to build their corporate headquarters in the Southeast Commerce Park which is located in TID 6. As part of the agreement, the City agreed to make a contribution to the project which was to be paid out annually based on incremental property taxes received on the property with a balloon payment in 2023 to pay off the balance. The balance owed to Encapsys prior to the 2021 payment is approximately \$2,985,600. The regularly scheduled payment for 2021 is \$329,423.

Due to the success of the District, the City is in a position to pay off the City's obligation early (which is allowed by the agreement) which would save significant interest expense as well as position the district to close earlier than its mandatory termination date.

Therefore, a budget adjustment is being requested to provide an additional \$1 million payment in 2021. The additional payment would save approximately \$40,000 in interest charges and pave the way for the final payment to be made in 2022 (which will be included in the 2022 Budget) enabling the City to begin the close-out of the District.

Thank you for your consideration of this request. If anyone has any questions or would like to discuss, feel free to contact me.



"...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

TO: Finance Committee

FROM: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

DATE: 8/23/2021

RE: Action Item: Award contract to The Boldt Company for Construction Manager at Risk services for the library for a contract of \$1,186,730 and \$25,000 for reimbursable expenses for a contract totaling \$1,211,730.

On June 29, 2021, request for proposals were received from three construction management/construction firms to provide pre-construction, construction, and post construction services for the library. Two of those firms were subsequently interviewed on August 3, 2021. After the interviews, The Boldt Company was unanimously selected by the review team to be awarded the contract.

The construction manager (CM) will serve as an advisor in both the pre and post construction phases in addition as serving as the general contractor during construction. During the pre-construction phase, the CM will provide constructability reviews and offer suggestions to improve schedule and reduce cost. During construction, the CM will act in a similar role as a general contractor, but in this case, the CM will only self-perform work if they are the lowest responsible bidder. Specialty contractors will bid their portion of the work. The CM may choose to bid on some of this work and may or may not be awarded the work based on if they were the lowest responsible bidder. Post-construction services will assist in ensuring all contractors' work is completed and obtaining all final documentation such as as-built drawings, warranties and operations manuals.

Request for proposals were evaluated for relevant experience, project success, project team, project understanding/study methodology, project schedule and cost. The proposals fees and scoring were as follows:

CM	Score	Pre-Construction Fee	Construction Fee*	Post Construction Fee	General Conditions Fee	Other Fee
Boldt	500	\$0	0%/\$0	\$33,930	\$1,152,800	\$0
C.D. Smith	389	\$30,000	2.25%/\$540,000	\$25,000	\$1,147,566	\$8,750
Miron	466	\$35,000	2.35%/564,000	\$0	\$620,160	\$0

* based on a cost of construction of \$24,000,000. This number will increase or decrease upon receiving actual bid costs.

After careful review, our team unanimously recommends awarding a contract to The Boldt Company for a contract of \$1,186,730 and \$25,000 for reimbursable expenses for a contract totaling \$1,211,730. Note that both reimbursable expenses are only utilized as needed and allowed per contract and authorization by the project manager. In addition, note that under this construction delivery method, the City of Appleton, will pay for the cost of performance bonds, insurance and general project requirements which are reimbursables at actual cost. Those costs are not included until bidding is performed and the cost of work is known.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: Finance Committee
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit EE-21 Structural Repairs of the Green Ramp West Stair Tower

Be awarded to:

Name: Merit Construction Services, Inc.
Address: 5441 212th Street West
Farmington, MN 55024

In the amount of : \$136,649.99

With a 5 % contingency of : \$6,832.50

For a project total not to exceed : \$143,482.49

**** OR ****

In an amount Not To Exceed : _____

Budget: \$140,000.00
Estimate: \$140,000.00
Committee Date: 08/23/21
Council Date: 09/01/21

Bid Tabulation

Unit EE-21 Structural Repairs of the Green Ramp West Stair Tower

8/16/2021

BASE Bid Items	Item Description	Unit	Qty	Merit Const. Services, Inc.		Berglund Construction Co.	
				Unit Price	Total	Unit Price	Total
1	Project Mobilization (Maximum amount \$10,000)	LS	1	\$10,000.00	\$10,000.00	\$7,300.00	\$7,300.00
2.a.1.	Removal and Replacement of Existing Concrete Filled Pans and Risers: From level G - 1N	LS	1	\$18,300.00	\$18,300.00	\$31,750.00	\$31,750.00
2.a.2.	Removal and Replacement of Existing Concrete Filled Pans and Risers: From level 1N - 2N	LS	1	\$18,300.00	\$18,300.00	\$31,750.00	\$31,750.00
2.a.3.	Removal and Replacement of Existing Concrete Filled Pans and Risers: From level 2N - 3N	LS	1	\$18,300.00	\$18,300.00	\$31,750.00	\$31,750.00
2.b.1.	Full Depth Replacement of Existing Concrete and Metal Decking: Intermediate Landing G-1N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.b.2.	Full Depth Replacement of Existing Concrete and Metal Decking: Landing 1N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.b.3.	Full Depth Replacement of Existing Concrete and Metal Decking: Intermediate Landing 1N-2N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.b.4.	Full Depth Replacement of Existing Concrete and Metal Decking: Landing 2N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.b.5.	Full Depth Replacement of Existing Concrete and Metal Decking: Intermediate Landing 2N-3N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.b.6.	Full Depth Replacement of Existing Concrete and Metal Decking: Landing 3N	LS	1	\$2,100.00	\$2,100.00	\$16,500.00	\$16,500.00
2.c.1.	Painting of Stair Framing: From level G-1N	LS	1	\$1,233.33	\$1,233.33	\$3,150.00	\$3,150.00
2.c.2.	Painting of Stair Framing: From Level 1N-2N	LS	1	\$1,233.33	\$1,233.33	\$3,150.00	\$3,150.00
2.c.3.	Painting of Stair Framing: From levels 2N-3N	LS	1	\$1,233.33	\$1,233.33	\$3,150.00	\$3,150.00
3.a.	Exploratory Double Tee Joint sealant Replacement (Fixed Price Allowance)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Miscellaneous Work and General Conditions	LS	1	\$7,000.00	\$7,000.00	\$5,000.00	\$5,000.00
BASE BID:				\$93,199.99		\$221,000.00	

ALTERNATE Bid Items	Item Description	Unit	Qty	Merit Const. Services, Inc.		Berglund Construction Co.	
				Unit Price	Total	Unit Price	Total
A1.a.1.	Removal and Replacement of Existing Concrete Filled Pans and Risers: From level 3N-4N	LS	1	\$16,000.00	\$16,000.00	\$31,750.00	\$31,750.00
A1.a.2.	Removal and Replacement of Existing Concrete Filled Pans and Risers: From level 4N-5N	LS	1	\$16,000.00	\$16,000.00	\$31,750.00	\$31,750.00
A2.1.	Full Depth Replacement of Existing Concrete and Metal Decking: Intermediate Landing 3N-4N	LS	1	\$1,700.00	\$1,700.00	\$16,500.00	\$16,500.00
A2.2.	Full Depth Replacement of Existing Concrete and Metal Decking: Landing 4N	LS	1	\$1,700.00	\$1,700.00	\$16,500.00	\$16,500.00
A2.3.	Full Depth Replacement of Existing Concrete and Metal Decking: Intermediate Landing 4N-5N	LS	1	\$1,700.00	\$1,700.00	\$16,500.00	\$16,500.00
A2.4.	Full Depth Replacement of Existing Concrete and Metal Decking: Landing 5N	LS	1	\$1,700.00	\$1,700.00	\$16,500.00	\$16,500.00
A3.1.	Painting of Stair Framing: From level 3N-4N	LS	1	\$700.00	\$700.00	\$3,150.00	\$3,150.00
A3.2.	Painting of Stair Framing: From level 4N-5N	LS	1	\$700.00	\$700.00	\$3,150.00	\$3,150.00
A4.1.	Painting of Stair Handrail: From level G-1N	LS	1	\$650.00	\$650.00	\$2,500.00	\$2,500.00
A4.2.	Painting of Stair Handrail: From level 1N-2N	LS	1	\$650.00	\$650.00	\$2,500.00	\$2,500.00
A4.3.	Painting of Stair Handrail: From level 2N-3N	LS	1	\$650.00	\$650.00	\$2,500.00	\$2,500.00
A4.4.	Painting of Stair Handrail: From level 3N-4N	LS	1	\$650.00	\$650.00	\$2,500.00	\$2,500.00
A4.5.	Painting of Stair Handrail: From level 4N-5N	LS	1	\$650.00	\$650.00	\$2,500.00	\$2,500.00
ALTERNATE BID:				\$43,450.00		\$148,300.00	
TOTAL BID:				\$136,649.99		\$369,300.00	



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

DEPARTMENT OF PUBLIC WORKS
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474
FAX (920) 832-6489

MEMO

TO: Members of the Finance Committee

FROM: Ross Buetow, Deputy Director of Public Works

SUBJECT: Recommendation to reject bids for Unit H-21 Redundant Raw Water Line

DATE: August 18, 2021

The Department of Public Works recommends that all bids for Unit H-21 Redundant Raw Water Line Construction be rejected due to insufficient budgeted funds in comparison to the low bid amount. Bids were opened on Monday, August 9, 2021. The following is a summary of the bids received:

<u>Bidder</u>	<u>Bid Amount</u>
PTS Contractors, Inc.	\$10,925,000.00
Advance Construction	\$10,999,382.50
Dorner, Inc.	\$11,210,935.00

The approved 2021 budget for this project was \$8,280,000.00. It is our intention to carry these funds over to 2022 and re-bid the project in 2022 with a modified project scope that can still meet our original project objectives, while staying within our funding limits.

Thank you for your consideration.



"...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

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 8/23/2021

RE: Action: Award the City of Appleton's "2021 Parks Hardscapes Project – AMP Roads Reconstruction Project" contract to Northeast Asphalt, Inc. in the amount of \$183,902.50 with a contingency of 8% for a project total not to exceed \$198,615.

The 2021 Capital Improvement Plan includes \$700,000 to repair hardscapes at various city parks. Of that amount, \$200,000 has been allocated to reconstruct the AMP road from the Scheig Center to the pavilion and the road from AMP parking lot #5 to the Jones Building . The balance of the 2021 Parks Hardscape Improvements budget will be utilized at several other parks including, but not limited to: Pierce Park, Appleton Memorial Park, and Highview Trail. The recommendations for repairs were determined by our consulting engineer after a hardscape audit was completed at the site.

The bids were received as follows:

Northeast Asphalt, Inc. (low bid) \$183,902.50

Only one bid was received, but fell within budget so we are comfortable proceeding despite the lack of other bids. It is unlikely that additional bids could be obtained in the foreseeable future as the contractors are extremely busy.

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Northeast Asphalt, Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bid and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Northeast Asphalt, Inc. in the amount of \$183,902.50 plus a contingency of 8% only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



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

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: Utilities Deputy Director, Chris Stempa

Date: August 18, 2021

Re: Committee Action: Award the Sole Source Purchase of Grit Classifier System Rebuild Parts through Saveco North America Inc. in the amount of \$ 61,774.

In 2000, a capital project was completed at the Appleton Wastewater Treatment Plant (AWWTP) that facilitated the transition from an aerated channel grit removal system to a circular vortex chamber and grit classifier system. The original grit classifiers were manufactured by FSM Frankenberger GmbH & Co. Raw wastewater enters the Grit and Screenings Building (B-Building) from which it flows through one of three mechanical bar screens where objects larger than 1/4 inch in diameter are removed. The wastewater then flows into one or both vortex grit removal chambers. Air can be diffused into the channels ahead of the grit chambers to suspend the particulate organic material. Wastewater enters the vortex chamber tangentially, flows around the conical tank and exits parallel to the inlet. The heavy mineral solids or grit settle in the lower hopper from which it is transferred by self-priming centrifugal pumps to the washing and classification system located inside of B-Building.

Following the failure of Grit Classifier #1 in early 2021, an inspection was conducted by the FSM equipment representative, Saveco North America Inc., to assess repair and/or replacement options. A complete list of recommended Original Equipment Manufacturer (OEM) replacement parts was provided based on their inspection that could be incorporated into a maintenance project to restore operation and extend the useful life of the existing grit classifier system.

REQUEST FOR QUOTATIONS – OEM SOLE SOURCE PARTS & REBUILD SERVICES

Saveco North America Inc. (Saveco) provided a quotation for the necessary rebuild parts after completion of the equipment inspection. As the FSM grit classifier equipment OEM, Saveco is the sole distributor of these parts required for the rebuild work. The total quoted cost of the rebuild parts for both grit classifiers totaled \$61,774. As a comparison, the cost of two new grit classifiers totaled \$120,000 (not installed).

RECOMMENDATION:

I am requesting sole source purchase award of Secondary Clarifier Drive Rebuild Parts through Saveco North America Inc. in the amount of \$61,774

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



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

Department of Utilities
Water Treatment Facility
2281 Manitowoc Road
Menasha, WI
920-832-5945 tel.
920-832-5949 fax

TO: Chairperson William Siebers and Members of the Finance Committee

FROM: Chris Shaw, Utilities Director

DATE: July 22, 2021

RE: *Award Change Order 3 for the Phase I Lake Station Construction Contract to Miron Construction Company in an amount \$30,097 decreasing project contingency from \$173,446.92 to \$143,349.92*

BACKGROUND:

The Appleton Water Treatment Facility (AWTF) draws and treats raw water from Lake Winnebago through the Raw Water Lake Station (RWLS). The RWLS is the largest satellite facility within the Appleton Water Utility. The station processes raw water through screening and pretreatment oxidation. Once pretreated, the water is pumped to the AWTF. The intent of this project is to address reliability and redundancy in raw water treatment and to meet current regulatory standards for water treatment.

This project is currently in the construction phase with Miron Construction Company as the general contractor. The project is approximately 95% complete with installations of two new travelling screens, a new conveyance system for wastes to be collected, and electrical motor control centers.

Change Order #3 provides for several improvements that were not originally identified during the course of design engineering. The following items and equipment were added: 1) provide a public water back up to lake water seals for low lift pumping operations. 2) provide a low-level water pressure sensor for low lift pump seal water. 3) provide a secondary 4-20mA signal cable. 4) remove and install new calking and paint to first floor level equipment rooms. 5) remove cast iron roof drains and replace with PVC piping.

RECCOMENDATION:

Award Change Order 3 for the Phase I Lake Station Construction Contract to Miron Construction Company in an amount \$30,097 decreasing project contingency from \$173,446.92 to \$143,349.92

If you need more information regarding this phase of the project, please contact Chris Shaw at 832-5945.



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

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: August 18, 2021

Re: Informational Item: *Change Order #2 to Staab Construction contract as part of the 2019 AWWTP Improvements Projects totaling \$10,659 resulting in a decrease in contingency from \$302,843 to \$292,184*

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 #2 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 #2 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

ENGINEERS ARCHITECTS

1445 McMAHON DRIVE P.O. BOX 1025
 NEENAH, WI 54956 NEENAH, WI 54957-1025
 TELEPHONE: 920.751.4200
 FAX: 920.751.4284

CHANGE ORDER

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. One (2)
 Issue Date: April 30, 2021
 Project: CITY OF APPLETON
WWTP 2019 Improvements Project

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

	(Item Description)	(Price)
2.8	Repair Filtrate Line in Pipe Chase	\$4,488.00
2.9	Replace 10" Check Valve in Filtrate Line	\$6,171.00
	TOTAL	\$10,659.00

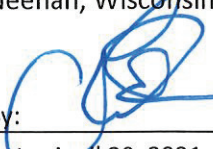
The Changes Result In The Following Adjustments:

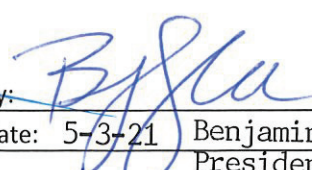
	CONTRACT PRICE	TIME
Prior To This Change Order	<u>\$2,722,282.00</u>	<u> </u> days
Adjustments Per This Change Order	<u>+ \$10,659.00</u>	<u>-</u> days
Current Contract Status	<u>\$2,732,941.00</u>	<u> </u> days

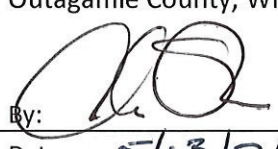
Recommended:
McMAHON ASSOCIATES, INC.
 Neenah, Wisconsin

Accepted:
STAAB CONSTRUCTION CORP.
 Marshfield, Wisconsin

Authorized:
CITY OF APPLETON
 Outagamie County, Wisconsin

By: 
 Date: April 30, 2021

By: 
 Date: 5-3-21 Benjamin J. Lee,
 President

By: 
 Date: 5/13/21

- 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