



DEPARTMENT OF UTILITIES

Department of Utilities
Wastewater Treatment Plant
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MEMORANDUM

Date: June 5, 2025
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: **Information: Change Orders #2, #3, and #4 to Staab Construction contract as part of the AWWTP Phase 2 Belt Filter Press Equipment Upgrades Project totaling \$84,851 resulting in a decrease in contingency from \$185,662 to \$100,811**

BACKGROUND:

On June 24, 2024 Common Council approved a contract for the Appleton Wastewater Treatment Plant (AWWTP) Phase 2 Belt Filter Press Equipment Upgrades Project to Staab Construction in the amount of \$4,627,000 with 4.65% contingency of \$215,119 for a project total not to exceed \$4,842,119. The change order tasks summarized within Table 1 represent 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 #2

Change Order #2 reflects the labor and material costs to demolish two remnant large fiberglass-reinforced plastic bulk chemical storage tanks, concrete tank bases, concrete secondary containment walls, unused chemical feed pumps, and nonfunctional HVAC system within the former dewatering chemical room located between the dewatering building and sludge storage building. Costs also include concrete floor restoration where tank and pump bases were removed. This space will be used for storage of pumping equipment and miscellaneous supplies. Total cost \$28,148.

CHANGE ORDER #3

Change Order #3 reflects the labor and material costs to install four 6-inch diameter wafer pressure sensors with local analog pressure indication (\$13,616) on sludge feed pipes; install two stainless steel industrial type wash sink in former Operator office rooms (\$3,507); and install hire hose connection on BFP platform for future maintenance cleaning activities. Total cost \$17,946

CHANGE ORDER #4

Change Order #4 reflects the labor and material costs to demo the existing polymer make-down systems and install new Polydyne Inc. manufactured units. Costs also include electrical and controls integration for SCADA connectivity. Total cost \$38,757.

Table 1: Change Order (CO) Summary

CO#	Cost	Description
CO#1	\$29,457	Replace existing beam smoke detector with linear heat wire fire protection system because of conflicts with new HVAC ductwork.
CO#2	\$28,148	Demo unused fiberglass-reinforced plastic bulk chemical storage tanks, concrete tank bases, concrete secondary containment walls, pumps, and nonfunctional HVAC system within the former dewatering chemical room.
CO#3	\$17,946	Install four pressure sensors with local analog pressure indication (\$13,616) on sludge feed pipes; install two stainless steel wash sink in former Operator office rooms (\$3,507); and install fire hose connection on BFP platform for future maintenance cleaning activities.
CO#4	\$38,757	Demo the existing polymer make-down systems and install new Polydyne Inc. manufactured units. Costs also include electrical and controls integration for SCADA connectivity.

Total \$114,308

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