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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 6/24/2019

RE: Action: Approve Amendment and Change Order #1 to contract for Wastewater "2018 Electrical Distribution Upgrades Phase 1 Project" for alternative design of transformer in the amount of \$98,650 resulting in an increase to contingency from \$103,703 to \$202,353. Overall contract increased from \$1,037,025.66 to \$1,135,675.66.

The 2018 Capital Improvement Plan includes \$1,470,750 to complete Phase 1 of 5 for the Wastewater Electrical Distribution Upgrades Project. The amount of \$130,000 has been utilized for design leaving a balance of \$1,340,750 for construction. The 2019 Capital Improvement Plan includes an additional \$1,800,000 for Phase II.

The reason for this project is that the majority of the electrical distribution system is from the mid-1970 and has reached the end of its useful life. The electrical distribution system is critical to the Wastewater Treatment Plant operations and needs to be upgraded to reduce the risk of an electrical distribution component failure. The upgrade is a multi-phase, multi-year project.

During pre-construction, constructability reviews were held and safety concerns while working in close proximity to a live substation were identified, thus alternative designs were developed. The alternative design that was selected provided a better design which allows the new transformers to be constructed with minimal service interruptions to the Wastewater Treatment Plant, along with the project to be constructed in a safe manner for all parties involved. The alternate design will also provide a better overall solution that will to serve the Wastewater Treatment Plant for many years.

Since the 2019 budget includes funding for this project, no additional funding is being requested. This request is to increase the contract amount in the amount of \$98,650 and approve Change Order #1.

Please contact me at 832-5572 or at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org) with any questions.