



City of Appleton

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

Meeting Agenda Finance Committee

Tuesday, September 13, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[16-1311](#) August 9, 2016 and September 7, 2016 Finance Committee minutes

Attachments: [MeetingMinutes09-Aug-2016-10-13-09.pdf](#)

[MeetingMinutes07-Sep-2016-11-49-33.pdf](#)

4. **Public Hearings/Appearances**

5. **Action Items**

[16-1324](#) Request to reject awarding Water Garden Redevelopment Project at the Scheig Center in Memorial Park to Solutions 101, Inc. for a contract amount of \$164,608.66.

Attachments: [2016 Scheig Center Water Recommendation with Rettler Letter \(8-23-16\).pdf](#)

[16-1401](#) Approve Contract Amendment and Change Order No. 1 to contract 33-16 for Unit X-16 Sewer & Water Reconstruction No.2 for additional stone backfill material required on Glendale Avenue due to extremely unstable soil conditions encountered during construction in the amount of \$60,000 resulting in a decrease to contingency from \$46,000 to \$1,000. Overall contract increased from \$1,721,570 to 1,736,570.

Attachments: [Contract Amendment and Change Order No.1 Unit X-16.pdf](#)

[16-1402](#) Anticipated award of contract for Unit O-16 Sanitary Sewer and Storm Sewer Manhole to Manhole Liners (bids to be opened on Monday, September 12, 2016).

[16-1403](#) Anticipated award of contract for Unit Z-16 Sewer and Water Main Reconstruction No. 3 (bids to be opened on Monday, September 12, 2016).

[16-1404](#) Request to approve revisions to the Procurement Card Policy.

Attachments: [Procurement Card Policy Changes 2016.pdf](#)

[16-1425](#) Request to award contract for the 2016 Wastewater Hardscape Repairs project to MCC, Inc in the amount of \$118,030.62 with a contingency of \$17,000 for a project not to exceed \$135,030.62.

Attachments: [WW Hardscapes Project.pdf](#)

[16-1407](#) Request to award the contract for the 2016 D-Building Lab Remodel project at the Wastewater Treatment Plant to Cardinal Construction Co, Inc in the amount of \$104,765 with a contingency of \$5,000 for a contract total not to exceed \$109,765, and approve the following 2016 Budget adjustment:

Wastewater Utility Capital Projects

D-Building Lab Remodeling Project	+\$28,000
Belt Filter Press Electrical Improvement Project	- \$21,000
Plumbing Improvement Project	- \$7,000

to transfer positive budget variance from Belt Filter Press and Plumbing projects to the D-Building Lab Remodeling Project (2/3 vote required).

Attachments: [2016 WW D-Building Lab Remodel award.pdf](#)

[16-1408](#) Request to award contract for the 2016 Parks LED Lighting Upgrade project to Van Ert Electric Company, Inc in the amount of \$87,500 with a contingency of \$4,000 for a contract total not to exceed \$91,500, and approve the following 2016 Budget adjustment:

Facilities Capital Projects

Police Station Deck Repairs Project	- \$18,000
LED Lighting Upgrade Project	+\$18,000

to transfer positive budget variance from the Police Station Deck Repairs project to the LED Lighting Upgrade project (2/3 vote required).

Attachments: [2016 Parks LED Lighting award.pdf](#)

[16-1409](#) Request to award the contract for 2016 Hardscape Repairs Project to MCC, Inc in the amount if \$118,723.72 with a contingency of \$3,800 for a project not to exceed \$122,523.72.

Attachments: [2016 Hardscapes Project Award.pdf](#)

[16-1430](#) Request to award contract for 2016 Transit Center Roof Repairs project to Northern Metal and Roofing Co, Inc in the amount of \$31,545 with a contingency of \$5,000 for a project not to exceed \$36,545.

Attachments: [2016 Transit Center Roof Replacement.pdf](#)

[16-1433](#) Request to approve \$1,232,156 advance from the general fund to TIF 6 for 2016 capital costs.

Attachments: [TIF 6 Advance 2016.pdf](#)

[16-1412](#) The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the railroad trestles and conferring with legal counsel regarding pending litigation concerning the Town of Harrison pursuant to §19.85(1)(g) and reconvene into open session.

6. Information Items

[16-1399](#) Change Orders #1, #2, and #3 to August Winter & Sons Inc. contract as part of the AWWTP Digester Improvements Project for contract extension, PLC equipment, and biogas cross-over pipe modification totaling \$14,294 resulting in a decrease in contingency from \$38,000 to \$23,706. No change to overall contract amount.

Attachments: [AWWTP Digester Improvements Change Order.pdf](#)

[16-1400](#) Change Orders #1, #2, and #3 to August Winter & Sons Inc. contract as part of the Scarlet Oak Lift Station Improvements Project for subsurface geotextile, contract extension, and PLC software modification totaling \$1,391 resulting in a decrease in contingency from \$10,460 to \$9,069. No change to overall contract amount.

Attachments: [Scarlet Oak Lift Station Improvements Change Order.pdf](#)

[16-1405](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$25,612
Library Materials and Supplies	+\$15,612
Other Contracts/Obligations	+\$10,000

to record funds received from the Friends of the Appleton Public Library for materials, printing, and supplies for administration, children's services, and community partnership programs

Reimbursements - Friends of the Library/TheDACare	+\$520
Supplies - Children's Services	+\$520

to record donation received from TheDACare for supplies for the Get Ready to Read summer program

Other Reimbursements	+\$10,000
Library Materials	+\$10,000

to record funds received from patrons to replace lost library materials

General Fund - Police Department

Local Aids - Winnebago County	+\$3,000
Supplies	+\$3,000

to record the award of a grant from the Health Preparedness Fund administrated by Winnebago County to purchase equipment for the SWAT Team

Donations	+\$1,000
Supplies	+\$1,000

to record a donation from Wal-Mart for the Neighborhood Watch Program

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 this agenda, please contact Tony Saucerman at (920) 832-6440.