



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Wednesday, February 20, 2019

6:30 PM

Council Chambers, 6th Floor

SPECIAL MEETING

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[19-0234](#) Minutes from February 11, 2019

Attachments: [Minutes from February 11, 2019.pdf](#)

4. Public Hearings/Appearances

5. Action Items

- [19-0119](#) Award of 2019 Materials Testing Contract (M-19) to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

Attachments: [2019 Materials Testing Contract \(M-19\).pdf](#)

- [19-0235](#) Approve permanent street occupancy permit for the existing Reid Golf Course Parking Lot within Fremont Street right-of-way.

Attachments: [Reid Golf Course Parking.pdf](#)

- [19-0236](#) Approve permanent street occupancy permit for a corner of the new US Venture Public Parking Ramp within Water Street right-of-way.

Attachments: [US Venture Public Parking Ramp.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. Please contact Paula Vandehey at 832-6474 if you have any questions.



City of Appleton

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Meeting Minutes - Final Municipal Services Committee

Monday, February 11, 2019

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Aldersperson Konetzke called meeting to order at 4:30

2. Roll call of membership

Present: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

3. Approval of minutes from previous meeting

[19-0114](#)

Minutes from February 6, 2019

Attachments: [Minutes from February 6, 2019.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

4. Public Hearings/Appealances

5. Action Items

[19-0115](#)

Request from Bob Phillips, 1737 N. Mason Street, to have his sidewalk snow removal bill of \$75 waived.

Attachments: [1737 N Main-Bob Phillips.pdf](#)

Martin moved, seconded by Konetzke, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0116](#)

Request from Colin Cassady at Alexander Company for a variance to the City of Appleton's Building Addressing Policy to number each apartment

unit with separate addresses instead of one address per principal building.

Attachments: [Alexander Company variance request.pdf](#)
[Memo from Colin Cassidy at Alexander Company.pdf](#)

Hold until March 11, 2019 meeting.

[19-0117](#)

Approve Pacific Street Vacation east of Owaissa Street.

Attachments: [Pacific St Vacation east of Owaissa St.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0118](#)

Approve updates to Municipal Code Section 4-141 pertaining to garages and accessory buildings.

Attachments: [Update to Municipal Code Section 4-141.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0120](#)

Request from Appleton Downtown Inc. for a street occupancy permit to host a Sidewalk Sale on Saturday, August 3, 2019 from 10:00 am to 6:00 pm (during Mile of Music) on the College Avenue beautification strip from 600 W. College Avenue to 300 E. College Avenue.

Attachments: [Appleton Downtown Inc-Sidewalk Sale.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0121](#)

Request from Appleton Downtown Inc. for a street occupancy permit for Street Music Week, June 10-14, 2019 in the beautification strip only (noon-1:00 pm) from 600 W. College Avenue to 300 E. College Avenue.

Attachments: [Appleton Downtown Inc-Street Music Week.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0122

Request from Appleton Downtown Inc. for street occupancy permits for College Avenue (600 W. College Avenue to 300 E. College Avenue) as follows:

- a. May 17, 2019-Celebrating Student Art in the beautification strip area only (noon to 9:00 pm)
- b. June 21, 2019-Make Music in the beautification strip area only (noon to 9:00 pm)
- c. July 19, 2019-Chalk on the Town in the sidewalk area only (noon to 9:00 pm)
- d. August 16, 2019-Plein Air Painting in the beautification strip area only (noon to 9:00 pm)
- e. September 20, 2019-Parking Day in the beautification strip and designated parking stalls only (noon to 9:00 pm)

Attachments: [Appleton Downtown Inc-Art on the Town.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0123

Award City Hall 5th Floor DPW Renovation Project to Chet Wesenberg Architect, LLC in the amount of \$39,090.00 with a 15% contingency of \$6,000.00 for a project total not to exceed \$45,090.00.

Attachments: [City Hall 5th floor DPW Renovation Project.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0124

Award Unit L-19 Bridge Deck Sealing to Min Con, Inc. in an amount not to exceed \$85,000.

Attachments: [Unit L-19 Bridge Deck Sealing.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0167](#)

Approve parking restriction changes on Morrison/Glendale/Roosevelt (near Erb Pool). Follow-up to Six-Month Trial Period.

Attachments: [Parking restriction changes-Morrison-Glendale-Roosevelt.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0168](#)

Approve parking restriction changes on Banta Court. Follow-up to Six-Month Trial Period.

Attachments: [Parking restriction changes on Banta Ct.pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0170](#)

Approve functional classification of streets and intersection traffic control within the Apple Ridge Estates Subdivision (Phase 1).

Attachments: [Apple Ridge Estates Subdivision \(Phase 1\).pdf](#)

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

Aye: 3 - Konetzke, Martin and Williams

Excused: 2 - Croatt and Coenen

[19-0173](#)

Approve functional classification of streets and intersection traffic control within the North Edgewood Estates Subdivision.

Attachments: [North Edgewood Estates Subdivision.pdf](#)

Martin moved, seconded by Williams, that the Report Action Item be

recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0178

Approve parking restriction changes in the area of Outagamie County's downtown complex.

Attachments: [Parking restriction changes-Outagamie County's downtown complex.pdf](#)

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

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0179

Approve parking restriction changes on 400 W. Lawrence Street. Follow-up to Six-Month Trial Period.

Attachments: [Parking restriction changes on 400 W Lawrence St.pdf](#)

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

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0180

Approve parking restriction changes on Kamps Avenue, west of Douglas Street. Follow-up to Six-Month Trial Period.

Attachments: [Parking restriction change on Kamps Avenue.pdf](#)

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

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

19-0187

Approve Amendment No. 5 to Patrick Engineering for the Oneida Street Bridge Project in the amount of \$27,169.00 for a total revised not to exceed contract of \$635,010.

Attachments: [Amendment No. 5 to Patrick Engineering Oneida Street Bridge Proj.pdf](#)

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

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

6. Information Items

[19-0125](#) Inspection Division Permit Summary Comparison Report for January, 2019.

Attachments: [Inspection Division Permit Summary January 2019.pdf](#)

[19-0126](#) Green Ramp bicycle and motorcycle plan.

Attachments: [Green Ramp bicycle and motorcycle plan.pdf](#)

[19-0188](#) Discuss proposed changes to the Sidewalk Maintenance Policy.

Attachments: [Proposed changes-Sidewalk Maintenance Policy.pdf](#)

7. Adjournment

Martin moved, seconded by Williams, to adjourn the meeting at 5:08 p.m. Roll Call. Motion carried by the following vote:

Aye: 3 - Konezke, Martin and Williams

Excused: 2 - Croatt and Coenen

Department of Public Works – Engineering Division

MEMO

TO: Municipal Services Committee

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

DATE: February 5, 2019

RE: Award of 2019 Materials Testing Contract (M-19) to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

The Department of Public Works recommends award of the 2019 Materials Testing Contract to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

In January 2019 a Request for Proposals (RFP) was sent to five (5) consulting firms and three (3) proposals were received. The three firms submitting proposals were ECS, OMNNI Associates, and Intertek/psi. Proposals were evaluated by Mark Lahay, Assistant City Engineer and Sue Olson, Project Engineer.

Work under this contract includes the following:

- Material testing for concrete, asphalt, and soils,
- Contaminated material response, analysis, permitting,
- Emergency response to illicit discharges,
- Styrene testing for cast in place pipe (CIPP),
- Performing Phase I and Phase II environmental assessments,
- Performing geotechnical investigations

A Quality Based Selection process was used and the RFP requested a separate sealed Compensation Proposal. The cost proposals can only be used as a guide line for estimating a contract amount, as the actual testing needed during the year is truly unknown. Funding for this work is included in each individual budget (concrete, asphalt, sidewalk, sanitary, storm and water).

OMNNI's proposal stood out in the following areas:

- Clear understanding of all contract requirements,
- A complete proposal, addressing all information requested in the RFP
- Licensed, experienced staff assigned to the project
- Multiple staff available for coverage at all times

- Recent relevant experience in all required project tasks
- Demonstrated cost savings for recent City projects
- Shortest response time (15-30 minutes) in case of encountering contaminated materials or an illicit discharge
- Established relationships with the DNR

Based on an estimated amount of work in the 2019 CIP and other designs and studies underway in 2019 for future construction, staff recommends a not to exceed budget of \$100,000 for this contract. Expenditures will be for services actually used and may be less than the awarded amount. A contract amendment will be brought to committee in the event that additional funding is necessary.

The Request for Proposals specifically states: *“With satisfactory performance by the selected consultant services may be negotiated with the selected consultant and approved by the Common Council on a yearly basis for an additional 4 years.”* Therefore, if approved, and with satisfactory performance by the consultant, DPW staff anticipates contracting with OMNNI for these services through 2023, subject to Municipal Services Committee and Common Council approval at the appropriate times.



DRAINAGE & STORM
SANITARY

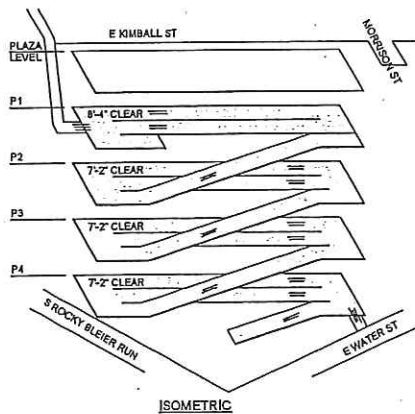
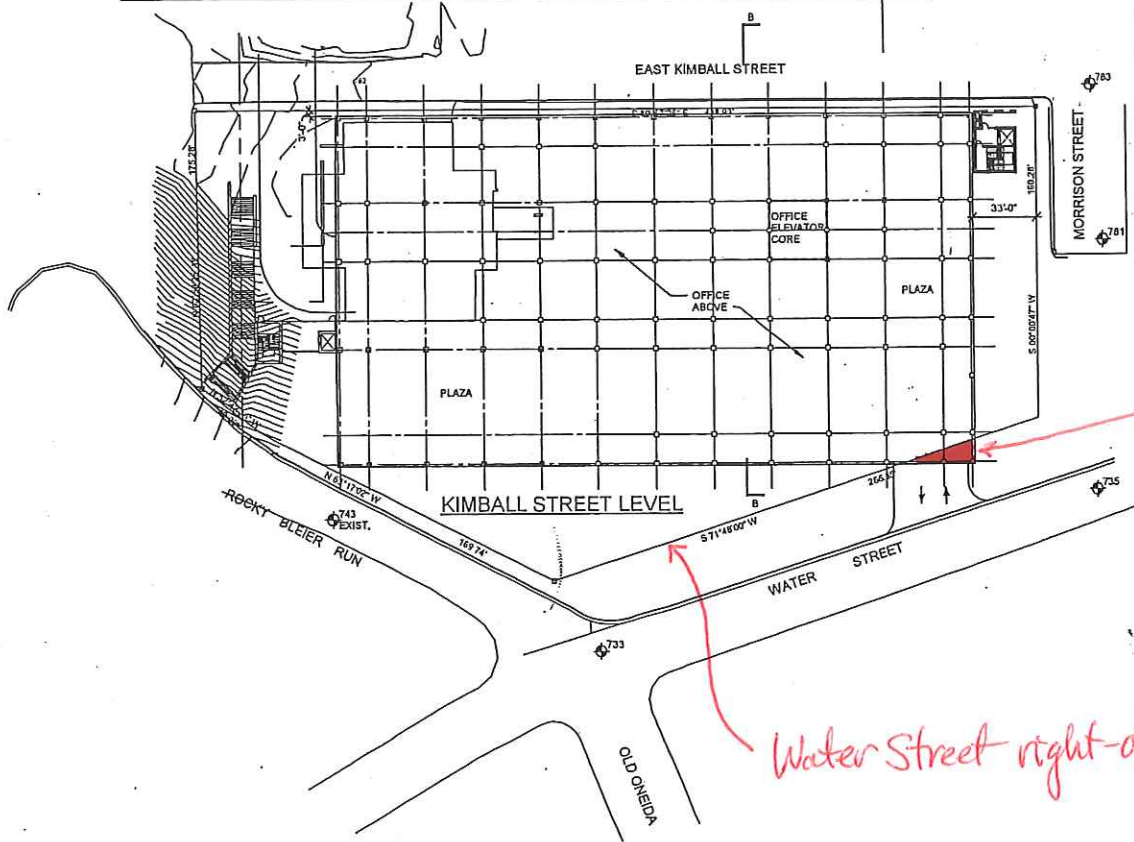
DRAINAGE & STORM

Fremont Street

PARKING STRUCTURE CONCEPT APPLETON, WISCONSIN



WALKER
PARKING CONSULTANTS



CAR TABULATION			
9'-0" Stall, 24'-0" Drive Aisle, 60'-0" Module			
LEVEL	STANDARD	ACCESSIBLE	TOTAL
KIMBALL	0	0	0
P1	140	4	144
P2	172	4	176
P3	172	4	176
P4	150	2	152
TOTALS	634	14	648
229,879 SF/ 648 STALLS = 355 SF/STALL			
11 MOTORCYCLE STALLS SHOWN ON P1			
22 BICYCLE STALLS SHOWN			
11 EACH ON P1 & P4			

