



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Wednesday, March 6, 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

4. **Public Hearings/Apearances**

5. **Action Items**

[19-0283](#) Approval to single source and award 2019J Stormwater Consulting Services Contract for Phase 1 Final Design and Construction documents and 2019 Construction Related Services (CRS) for Spartan Drive with Brown and Caldwell (BC) in an amount not to exceed \$146,740.

Attachments: [2019J Spartan Phase I final design BC Award Memo.pdf](#)

[19-0284](#) Approval to single source and award 2019K Stormwater Consulting Services Contract for development of the Stormwater Management Plan and Design for Oneida and Lawrence Streets with McMahon Associates in an amount not to exceed \$42,000.

Attachments: [2019K Oneida St swmp Award Memo.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.

For questions on the agenda, contact Paula Vandehey at 920-832-6474.

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

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

DATE: February 19, 2019

RE: Approval to single source and award 2019J stormwater consulting services contract for Phase 1 Final Design and Construction documents and 2019 Construction Related Services (CRS) for Spartan Drive with Brown and Caldwell (BC) in an amount not to exceed \$146,740.

The Department of Public Works is requesting approval to single source and award 2019J stormwater consulting services contract for Phase 1 Final Design and Construction Documents and 2019 Construction Related Services (CRS) for Spartan Drive with Brown and Caldwell in an amount not to exceed \$146,740.

BC has previously completed the stormwater analysis, 30% preliminary engineering, and 60% plans and permit applications for the Spartan Drive area. The original work was contracted after an RFP process and BC has continued to perform exceptionally well on this project. At this time, permit applications are being reviewed by the Wisconsin Department of Natural Resources and US Army Corps of Engineers. Permits are anticipated to be received this spring and be valid until 2023. Therefore, it will be most efficient to stay with BC to complete the final bidding documents and CRS for Phase 1.

Phase 1 includes:

- Construction of utilities and grade/gravel in Haymeadow Avenue from Bluewater Way to Spartan Drive
- Construction of utilities and grade/gravel in Spartan Drive from approximately 600 feet west of Sommers Drive to approximately 600 feet east of Haymeadow Avenue
- Construction of utilities and grade/gravel in Sommers Drive from approximately 200 feet south of Spartan Drive to approximately 300 feet north of Spartan Drive
- Construction of 3 wet stormwater ponds for water quality and quantity control
- Construction of a flood storage area along Bear Creek
- Construction of the Bear Creek box culvert
- Construction of a retaining wall to support the Sommers Drive and Spartan Drive intersection and reduce wetland impacts

Phase 1 construction will require three (3) bid packages and is anticipated to be complete by the end of 2020. The City will be designing and bidding the utility work. BC will be designing the box culvert and retaining wall and preparing this bid package. The City will be designing the grade/gravel, which will be combined with the BC pond plans for construction.

Work performed by BC under this contract will include:

- Prepare agendas and attend approximately 10 meetings during the development of the bidding documents
- Prepare final designs and specifications for three wet ponds, a box culvert, a retaining wall and a flood storage area
- Update XPSWMM and WinSLAMM models for the final designs
- Prepare two bid packages
- Combine earthwork calculations for the stormwater practices and the city street plans
- Provide engineer's estimate for each bid package
- Submit any needed revisions for the WDNR Construction Site Permit due to plan or schedule updates
- Provide assistance during bidding to answer contractor questions for both bid packages
- Provide geotechnical and structural construction related services (CRS) for the retaining wall and box culvert (a future CRS contract for the pond construction is anticipated in 2020)

Staff anticipates two additional phases to complete Spartan Drive. One phase will be connecting Spartan Drive to STH 47 (Richmond Street) in conjunction with WisDOT improvements to STH 47 for the connection. The other phase will be extending Spartan Drive east to Meade Street, which requires two additional wet ponds and crossing Apple Creek. It is likely that the connection to Meade Street will be completed by the end of 2023. There is no schedule anticipated at this time for the work with WisDOT. Contracts will be brought forward to Utilities Committee and Council at the appropriate time.

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

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

DATE: February 26, 2019

RE: Approval to single source and award 2019K stormwater consulting services contract for development of the stormwater management plan and design for Oneida and Lawrence Streets with McMahon Associates in an amount not to exceed \$42,000.

The Department of Public Works is requesting approval to single source and award 2019K stormwater consulting services contract for development of the stormwater management plan and design for Oneida and Lawrence Streets with McMahon Associates in an amount not to exceed \$42,000.

The City has been working on redevelopment of the downtown area bound by Water Street, Rocky Bleier Run, Appleton Street, College Avenue, and Morrison Street. This includes a new parking structure, extending Oneida Street south of Lawrence Street, and re-aligning Lawrence Street between Oneida Street and Lawrence Street.

McMahon Associates has been subcontracted by Hoffman to prepare the stormwater management plan for the new parking structure. The parking structure, the extension of Oneida Street into the parking structure, the re-alignment of Lawrence Street and the US Venture project are integral to each other. A comprehensive stormwater management plan involving all the projects in this area will likely require fewer stormwater practices than multiple individual stormwater plans and lead to less construction and maintenance costs.

Work under this contract will include:

- Delineate existing and proposed drainage basins
- Develop an XPSWMM model to evaluate the storm sewer system for peak discharge and surface ponding performance
- Develop a WinSLAMM model to evaluate TSS and TP reductions for proposed stormwater quality practices
- Develop up to three (3) concepts which depict stormwater treatment, inlets, manholes, and pipes
- Evaluate construction feasibility due to other utilities
- Develop a cost allocation methodology for the stormwater practices for the various parties

- Prepare a Stormwater Management Report
- Design the selected stormwater concept
- Prepare CAD drawings of the proposed stormwater management system
- Perform inlet capacity calculations
- Prepare and Operation and Maintenance Plan for the stormwater treatment practice(s)
- Prepare an Erosion Control Plan
- Prepare a WDNR Construction Site Permit application
- Attending up to four (4) meetings

Based on the work McMahan is already contracted to do for Hoffman and their performance on past projects with the City, staff is recommending award of this project to McMahan Associates.