



City of Appleton

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

Meeting Agenda - Final Finance Committee

Monday, August 21, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting
[23-1002](#) 8/7/23 and 8/16/23 Finance Committee Minutes

Attachments: [MeetingMinutesAug-07-2023.pdf](#)
[MeetingMinutesAug-16-2023.pdf](#)

5. Public Hearing/Apearances

6. Action Items

- [23-1003](#) Request to award AWWTP Grit System & Raw Sludge Pump Replacement Project Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with a 10% contingency of \$57,336 for a project total not to exceed \$630,691, along with the following budget amendment (2/3 vote of Council required):

AWWTP Sludge Storage Building Addn Project	- \$405,668
AWWTP Grit System & Raw Sludge Pump Project	+ \$405,668

Attachments: [Grit Drive and RSP Project Bid Award_AWS.pdf](#)

- [23-1004](#) Request to award the 2023 Memorial Park Miracle League Field Resurfacing Project contract to Kiefer U.S.A. in the amount of \$279,000 with a 5% contingency of \$13,950 for a project not to exceed \$292,950

Attachments: [2023 Miracle League Field Resurfacing Project Finance Memo .pdf](#)

- [23-1011](#) Request to approve Wisconsin Department of Transportation Signals and ITS Standalone Program Grant Application in the amount of \$220,750

Attachments: [SISP Grant Application Request.pdf](#)

[23-1018](#) Request to accept 2022 Public Service Commission Energy Innovation Grant for AWWTP Waste Heat to Power Project in the amount of \$498,000, along with the following budget amendment:

Grant Revenue	+ \$498,000
AWWTP Waste Heat to Power Project	+ \$498,000

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.pdf](#)

[23-1019](#) Request to accept Focus on Energy Custom Incentive grant for AWWTP Waste Heat to Power Project in the amount of \$57,736, along with the following budget amendment:

Grant Revenue	+ \$57,736
AWWTP Waste to Heat to Power Project	+ \$57,736

To record expenses related to grant revenue (2/3 vote of Council required)

Attachments: [2023 PSC EIG Grant Award.pdf](#)

[23-1020](#) Request to approve balance transfer of \$350,000 from the AWWTP Electrical Distribution Project to the AWWTP Waste to Heat Project (2/3 vote of Council required)

AWWTP Electrical Distribution Project	- \$350,000
AWWTP Waste to Heat to Power Project	+\$350,000

Attachments: [2023 PSC EIG Grant Award.pdf](#)

[23-1021](#) Request to approve the AWWTP Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract by \$94,185 from \$22,950 to \$117,135

Attachments: [Appleton Waste Heat to Power Professional Services - contract amendment 1.p](#)

[23-1022](#) Request to approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

Attachments: [Appleton Waste Heat to Power ORC Generators Purchase \(Sole Source\).pdf](#)
[Sole Source Request - Gulf Coast Green Energy.pdf](#)

[23-1023](#)

Request to award the City of Appleton's 2023 Appleton Memorial Park ADA Upgrades Project contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a 15% contingency in the amount of \$10,125, for a project total not to exceed \$77,000, along with the following budget amendment:

2023 Parks Hardscapes - Telulah Project	- \$52,000
2023 Parks ADA Improvements Project	+ \$52,000

To adjust for the increased cost of the project (2/3 vote of Council required)

Attachments: [2023 AMP Trail Project.pdf](#)

[23-0907](#)

St. Joseph's Cemetery reimbursement request for maintenance of Veteran graves

Attachments: [St. Joesph Cemetery Reimbursement.pdf](#)

Legislative History

7/24/23	Finance Committee	recommended for approval
8/2/23	Common Council	referred to the Finance Committee

7. Information Items[23-1005](#)

Contract 162-20 was awarded to Staab Construction Corp. for \$2,689,000 with a contingency of \$336,125 for WWTP 2019 Piping Improvement. Change orders were approved totaling \$218,629. Final contract amount is \$2,907,629 with a contingency of \$117,496. Payments issued to date total \$2,902,629. Request final payment of \$5,000.

[23-1006](#)

Contract 108-22 was awarded to Milbach Construction Services Co for \$72,000 with a contingency of \$7,200 for Water Lake Station Gate Improvements. Change orders were approved totaling \$2,580. Final contract amount is \$74,580 with a contingency of \$4,620. Payments issued to date total \$63,742.77. Request final payment of \$10,837.03

[23-1007](#)

Contract 44-23 was awarded to Al Dix Construction, Inc. for \$473,850 with a contingency of \$0 for Misc. Concrete and Street Excavation Repair. Final contract amount is \$473,850. Payments issued to date total \$450,000. Request final payment of \$23,223.89.

[23-1008](#)

Contract 30-23 was awarded to Peter's Concrete Co. for \$97,000 with a contingency of \$14,550 for Voster's Park Redevelopment. Change orders were approved totaling \$8,000. Final contract amount is \$105,000. Payments issued to date total \$90,535. Request final payment of \$14,465.

8. 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.

Any questions regarding this agenda, please contact Jeri Ohman at (920) 832-5742.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
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Meeting Minutes Finance Committee

Monday, August 7, 2023

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Firkus called the meeting to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

4. Approval of minutes from previous meeting

[23-0957](#)

7/24/23 & 8/02/23 Finance Committee Minutes

Attachments:

[MeetingMinutes Jul-24-2023.pdf](#)

[MeetingMinutes Aug-02-2023.pdf](#)

[MeetingMinutes Jul-24-2023 Amended.pdf](#)

Croatt moved, seconded by Fenton, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

5. **Public Hearing/Appearances**

[23-0958](#)

Brad Viegut with Baird - Presentation of the 2023 General Obligation Notes Sale

Attachments:

[2023 Baird Finance Presentation 08.07.23.pdf](#)

This Appearance was presented

6. **Action Items**

[23-0959](#)

Request for Finance Director to sell \$20,200,000 of General Obligation Promissory Notes

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[23-0960](#)

Request to Award the 2023 Lundgaard Park Development Project contract to Vinton Construction Company in the amount of \$911,177.70 with a 15% contingency of \$137,000 for a project not to exceed \$1,048,177.70.

Attachments: [Lundgaard Park Development Project Finance Memo .pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

[23-0969](#)

Request to approve Dental Associates, Manos Holding North Appleton LLC request for partial refund of 2021 and 2022 real estate property taxes in the amount of \$21,326.18 for 2115 E Evergreen Dr, Appleton, WI (parcel 31-1-6510-39)

Attachments: [8-2-23Dental Associates Summary Memo.pdf](#)

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

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland

7. Information Items

[23-0961](#)

2023 Facilities and Construction Management Mid-Year Report

Attachments: [2023 Facilities and Construction Management Mid-Year Report.pdf](#)

This Presentation was presented

[23-0962](#)

2023 Risk Management Mid-Year Report

Attachments: [2023 Risk Management Mid Year Report.pdf](#)

This Presentation was presented

[23-0965](#)

Contract 16-22 was awarded to Vinton Construction Co., Inc. for the 2022 Pierce Park Hardscape Renovation Project in the amount of \$628,036 with a 11% contingency of \$69,084. Change orders were approved totaling \$67,556. Payments to date total \$687,615.13. Request final payment of \$7,977.23.

This Presentation was presented

[23-0966](#)

Contract 51-22 was awarded to Vinton Construction Co., Inc. for the 2022 WW Hardscape in the amount of \$335,602 with a 12% contingency of \$40,273. Change orders were approved totaling \$35,104. Final contract amount is \$370,706 with a contingency of \$5,169. Payments issued to date total \$277,490.50. Request final payment of \$93,215.82.

This Presentation was presented

[23-0968](#)

Update on ARPA Funds

Attachments: [ARPA Funding as of 6-30-2023.pdf](#)

This Presentation was presented

8. Adjournment

Croatt moved, seconded by Hartzheim, to adjourn the meeting at 5:52pm. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Croatt, Fenton, Hartzheim and Van Zeeland



City of Appleton

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Meeting Minutes Finance Committee

Wednesday, August 16, 2023

6:30 PM

Council Chambers, 6th Floor

Special Meeting

1. Call meeting to order

Meeting called to order at 6:30 pm

2. Pledge of Allegiance

3. Roll call of membership

Present: 3 - Firkus, Fenton and Hartzheim

Excused: 2 - Croatt and Van Zeeland

4. Approval of minutes from previous meeting

5. **Public Hearing/Appearances**

[23-0986](#)

Brad Viegut from Baird presentation on the results of the 2023 General Obligation Notes Sale

Attachments: [PB - City of Appleton \(002\).pdf](#)

This Appearance was presented

6. **Action Items**

[23-0987](#)

Resolution authorizing and providing for the sale and issuance of General Obligation Promissory Notes, Series 2023 and all related details.

Attachments: [FINAL Appleton 2023 G.O. Promissory Notes - Award Resolution.pdf](#)

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

Aye: 3 - Firkus, Fenton and Hartzheim

Excused: 2 - Croatt and Van Zeeland

7. Information Items

8. Adjournment

Hartzheim moved, seconded by Fenton, that this meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 3 - Firkus, Fenton and Hartzheim

Excused: 2 - Croatt and Van Zeeland



“Meeting community needs...enhancing quality of life.”

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915-3128
920-832-5945 tel.
920-832-5949 fax

To: Chairperson Brad Firkus and Members of the Finance Committee

From: Utilities Deputy Director, Chris Stempa

Date: August 16, 2023

Re: Finance Committee Action: Award “AWWTP Grit System & Raw Sludge Pump Replacement Project” Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with 10% contingency of \$57,336 for a project total not to exceed \$630,691

Finance Committee Action: Approve positive fund balance transfer of \$405,668 from the AWWTP Sludge Storage Building Addition Project

The Appleton Wastewater Treatment Plant (AWWTP) preliminary treatment system is comprised by three mechanical bar screens and two vortex grit chambers. Raw wastewater enters the Grit and Screenings Building from which it flows through one of three mechanical bar screens where objects larger than 1/4 inch in diameter are removed. The wastewater then flows into one or both of the vortex grit removal chambers. Air can be diffused into the channels ahead of the grit chambers to keep most of the particulate organic material in suspension. Wastewater enters the vortex chamber tangentially, flows around the conical tank and exits parallel to the inlet. The heavy mineral solids or grit settle out within the lower hopper from which it is transferred by self-priming centrifugal pumps to the washing and classification system located inside of B-Building. With sloping sides and specially arranged impeller, the grit vortex trap provides maximum separation of heavier or denser grit while rejecting larger and lighter solids, which remain in the water flow for further treatment. Removing these heavy solids protects the rest of the downstream plant from wear, ensuring greater efficiency and reduced maintenance for the rest of the plant.

The original grit vortex system drive units are over 25 years old and have reached their useful life. Continuous operation has contributed to wear on interior drive gears and bearings including the exterior of components (i.e. impellor or paddles) that are in direct contact with abrasive grit. The “AWWTP Grit System & Raw Sludge Pump Replacement Project” will replace these components with in-kind original equipment manufacturer (OEM) equipment that has proven to be robust and reliable. The project scope shall also address compromised piping that has deteriorated over the years including various supporting electrical components. The aforementioned project includes the replacement of a 1980’s vintage primary sludge

pump. This piston style primary sludge pump (one of four) removes sludge which settles and is collected at the base of each of the six circular primary clarifiers. The 1980's belt driven style pump slated for replacement will be upgraded with a direct drive motor and enclosed "euro" style gear box. The new pump design is more compact, efficient, and quieter than old belt driven units.

BIDS:

On August 2, 2023 the City opened and reviewed the bids from three contractors which are summarized in the Table 1 below. Each bid met the submittal requirements with August Winter and Sons, Inc. being the least cost responsible bidder. August Winter and Sons, Inc. has successfully completed project work for the Department of Utilities in the past.

Table 1: Grit System & Raw Sludge Pump Replacement Project Bid Tab Summary

Company	August Winter & Sons	Rhode Brothers, Inc.	Staab Construction Corp.
Base Bid	\$573,355	\$587,300	\$643,000

The 2022 CIP budget originally included \$258,750 for a Grit Trap Vortex System Drive Replacement project. That project scope focused solely on the grit drive units and with no other improvements or upgrades which the current biddable scope includes (e.g., raw sludge pump replacement and new grit system pump). The costs solicited for that equipment were secured in mid-2021 and did not include the inflationary increases seen since then. In 2022, the grit drive replacement work was bundled with the AWWTP Blended Sludge Piping and Preliminary Heat Exchanger Replacement Project with the expectation that economy of scale would help lower costs. The public bids for that project were opened on September 8, 2022 but were rejected because of insufficient available funding. Sustained high demand for products and services elevated the bid amounts last year and most recently and will likely continue to impact future project work over the next few years. The requested budget transfer of \$405,668 in remaining funds from the Sludge Storage Addition Project covers the shortfall between the total bid price and the original 2022 budget so this important work can proceed without additional delay.

RECOMMENDATION:

I am requesting the approval to transfer \$405,668 in remaining funds from the AWWTP Sludge Storage Building Addition Project to cover the deficit between the total bid price and the original 2022 CIP budget. The Finance Department was consulted and to help provide this recommendation.

I am requesting an award of the "AWWTP Grit System & Raw Sludge Pump Replacement Project" Base Bid to August Winter and Sons Inc., in the amount of \$573,355 with 10% contingency of \$57,336 for a project total not to exceed \$630,691.

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



"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee & Finance Committee
From: Mike Hardy, Assistant City Traffic Engineer
Date: August 15, 2023
Re: Grant Application Request - Signals and ITS Standalone Program (SISP)

The DPW-Traffic Section is requesting authorization to apply for grant funds through the Wisconsin Department of Transportation (WisDOT) SISP program. Our grant application is to replace twenty-one (21) existing traffic signal computers/controllers and software along WisDOT connecting highways through Appleton. The total estimated cost is \$220,750, of which the City's cost share would be 10% (\$22,075). If awarded, the City's matching funds would be included in the 2025 City budget proposal. The deadline for this grant application submission is September 8, 2023.

These grant funds are made available for traffic signal improvements along WisDOT roadway facilities within the City limits that are under Connecting Highway Agreement. In Appleton, this involves State Highways 47, 96 and 125 as detailed in the grant application. Discussions with WisDOT this summer introduced us to this grant opportunity. City of Lacrosse was successfully awarded this grant to replace and upgrade their traffic signal control system.

The DPW-Traffic Section sees this as the start of a much-needed migration to a new traffic signal control system. As recently as the 2021, a CIP sheet was included in the approved City budget to initiate this migration in 2022. It was removed in the subsequent year due to budget constraints.

The basis for this proposed system replacement is our experience with Siemens brand control equipment and software has had a steady decline. The result of this decline is increased time and operational costs. There continues to be a growing number of significant operational concerns, leaving us with diminished functionality and impeding our ability to properly operate our system. More importantly, we have experienced a growing lack of response to the issues we identify and bring to their attention, and little to no updating of the software, which presents a risk that our system could become unstable or unusable.

In recent months, the situation has worsened to the point that a trusted traffic control vendor in our state broke off their agreement with Siemens and has taken on a new product line. Based on this experience and our research, we feel it is in the City's best interest to move away from Siemens as soon as possible to minimize the risk of a system failure. It is worth noting that WisDOT has transitioned away from Siemens to a different manufacturer across the entire state for the same reasons. Many other large communities in Wisconsin have either already made this transition, or in the process of making the change.

The City owns and maintains eighty-two (82) signal-controlled intersections. This grant would procure over half of the software/licensing needs for the city (prorated cost structure), and about twenty-five percent of the intersection computers/controllers. At a cost of \$22,075, this would be a cost-effective way to start this much-needed migration. DPW would include in our 2025 budget proposal the necessary funds for the remaining software licenses and intersection computers/controllers (\$350,000).

Wisconsin Department of Transportation (WisDOT)
Signals and ITS Standalone Program Project Application Form

GENERAL INSTRUCTIONS

MUNICIPAL APPLICATIONS DUE TO REGIONAL LIAISON: September 8, 2023

****Municipalities may submit a maximum of two applications per calendar year.****

REGIONAL APPLICATIONS DUE: September 22, 2023

The following application will be used to evaluate and determine award of Signals and ITS projects to be funded as budget permits. Each applicant requesting funds from the Signals and ITS Standalone Program must submit the following information:

- Completed Signals and ITS Standalone Program Project Application Form (one for each project request)
- Any supporting materials deemed necessary by the Region or municipalities

Project Application Form:

- 1 Project Identification – Fill in those areas that are applicable to your project.
- 2 Project Type – Identify the proposed project type.
- 3 Project Information – Describe the project in as much detail as possible. Detailed descriptions explaining how the project will address the identified need(s) are essential for application review and evaluation.
- 4 Project Cost and Schedule – Provide the project costs in the requested fiscal year. When developing project costs account for additional costs for Accessible Pedestrian Signals (APS), Traffic Signal Detection, and Emergency Vehicle Preemption (EVP) systems if your project is proposing them. Provide anticipated project schedule and proposed resources to accomplish implementation. Geometric improvements must not exceed 50% of the TOTAL COST funded by this appropriation.

****Maximum project award is limited to \$1,250,000.****

****Municipal projects require 10% funding commitment from the requesting agency. Requesting municipal agency will also be responsible for any project costs more than the approved appropriation funding amount asked for in this application.****

- 5 Additional Project Information – Complete the various questions as they relate to the proposed project.
- 6 Contact Information and Signature – Provide contact information. Application must be signed by the WisDOT Regional Operations Chief (WisDOT managed projects only) or the Municipal Sponsor to certify application and commit funds.

Supporting Materials: Each completed application shall include the following, *if applicable*:

- Map of location or general sketch of project proposal or site photo(s). *An adequate sketch is the minimum requirement. Preliminary plan layout sheets or study reports should be provided if available.*
- Project Evaluation Factor (PEF) worksheet and/or Interactive Highway Safety Design Model (IHSDM) benefit-cost analysis.
- TSMO-TIP package (one for each project request as required based on project type).
- New Traffic Signal – Warrant Documentation, required **only** for proposals to install new traffic signals (example worksheet available upon request. Ref: Manual on Uniform Traffic Control Devices [MUTCD], Chapter 4C). Approved Traffic Control Signal Approval Request [Form DT1199](#) (Required with application for all proposals to install new traffic signals on the State Trunk Highway System, including Connecting Highways and ramp terminals).
- New Pedestrian Hybrid Beacon – Warrant Documentation, required **only** for proposals to install new pedestrian hybrid beacons (example worksheet available upon request. Ref: Manual on Uniform Traffic Control Devices [MUTCD], Chapter 4F). Approved Pedestrian Hybrid Beacon Approval Request [Form DT1196](#) (Required with application for all proposals to install new pedestrian hybrid beacons on the State Trunk Highway System, including Connecting Highways).
- Systems Engineering Analysis. *A SEA may be needed for certain types of projects funded by this Program.*

Submittal Instructions & General Questions:

Program Contact – Amy Worzella | Bureau of Traffic Operations | amy.worzella@dot.wi.gov | 414-224-1947

Projects requested by a municipality should be coordinated with and submitted to their Regional liaisons (found at link below):

<https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/sisp.aspx>.

Wisconsin Department of Transportation (WisDOT)
Signals and ITS Standalone Program
Project Application Form

1. Project Identification

PROJECT NAME (consistent with TSMO-TIP documentation if applicable) City of Appleton Traffic Signal Controller Replacement		
FUNDING REQUEST TOTAL \$ 01_AppletonCabinetReplacement_SISPAApplication_09082023.docx		
COUNTY Outagamie	CITY/TOWN Appleton	REGION NE Region
STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) ELIGIBLE (Is this project eligible to be integrated with an existing STIP project?)		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
MUNICIPAL* <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	MUNICIPAL PRIORITIES (If two (2) applications are submitted, select priority) <input type="checkbox"/> 1 ST <input type="checkbox"/> 2 ND	
*Municipal projects require a 10% funding commitment from the requesting agency. The requesting municipal agency will also be responsible for any project costs more than the approved appropriation funding amount based on this application.		

2. Project Type

Identify the proposed project type: Check boxes that apply below.	
<input type="checkbox"/> 1. New Signal Installation*	Install new traffic signal.
<input checked="" type="checkbox"/> 2. Signal Rehabilitation*	Upgrade or replace existing signal infrastructure (poles, wiring, detection, cabinet, controller, etc.); Construct minor geometric improvements.
<input type="checkbox"/> 3. Signal Retrofit*	Install monotubes, flashing yellow arrows, or other safety improvements at existing traffic signal; Install adaptive signal systems; Replacement of TS1 cabinets, controllers, etc.
<input type="checkbox"/> 4. Signal Retiming	Collect and evaluate data; Develop signal timing plan; Develop and implement corridor coordination plan. Municipal owned signals not eligible for this project type per Form DT1199.
<input type="checkbox"/> 5. Intersection Communication	Construct and integrate fiber communication for signals; Install and integrate wireless communication, including cellular modems and radios for signals.
<input type="checkbox"/> 6. New ITS Device Installation	Install new ITS infrastructure including cameras, backbone fiber, network equipment, etc.
<input type="checkbox"/> 7. ITS Device Rehabilitation	Upgrade, install or replace existing detection, controllers, battery backup, cameras, ramp meter LED's, etc.
<input checked="" type="checkbox"/> 8. System Software	Upgrade, install, or replace software.
<input type="checkbox"/> 9. Life-Cycle Replacement	Replace existing end-of-life signals and/or ITS equipment including cameras, controllers, LED's, etc. Municipal owned signals not eligible for this project type per Form DT1199.
<input type="checkbox"/> 10. Other	Examples include: <ul style="list-style-type: none"> • Performance Measures Applications • Research and Development Projects • CAV Deployments and Applications • Studies, Plans, and Evaluations
*Items not covered by SISP program funds: all lighting infrastructure, enhanced signs (ex: RRFB, Dynamic Speed Displays), decorative signal poles, decorative cabinets, and decorative signal infrastructure. Other items may also not be covered as deemed appropriate by the SISP evaluation committee.	

3. Project Information

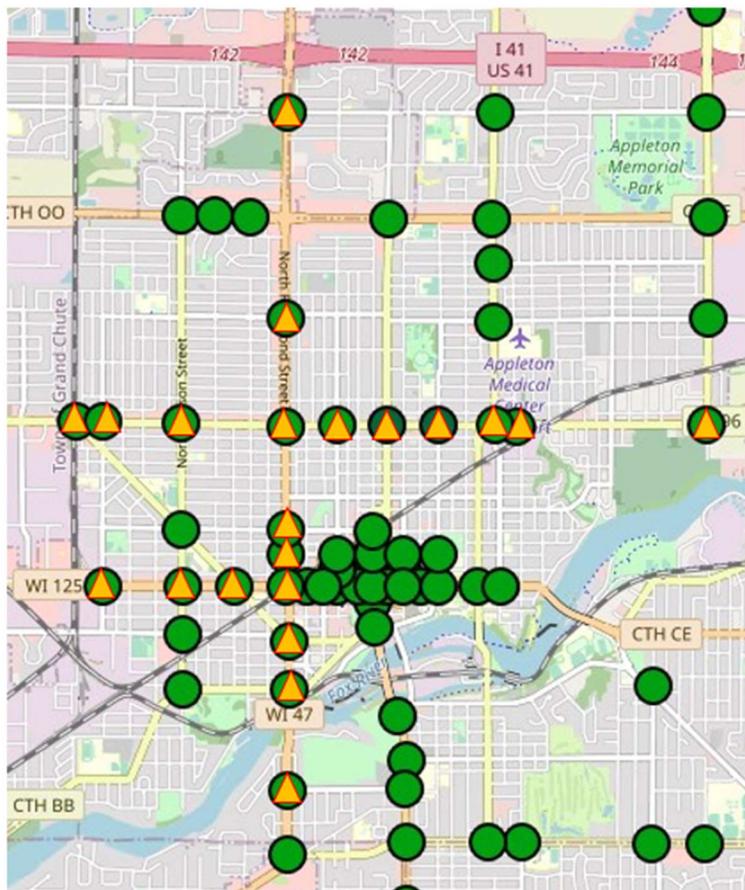
3a. Project Description

Project description should include location specific information.

See attached TSMO-TIP Application

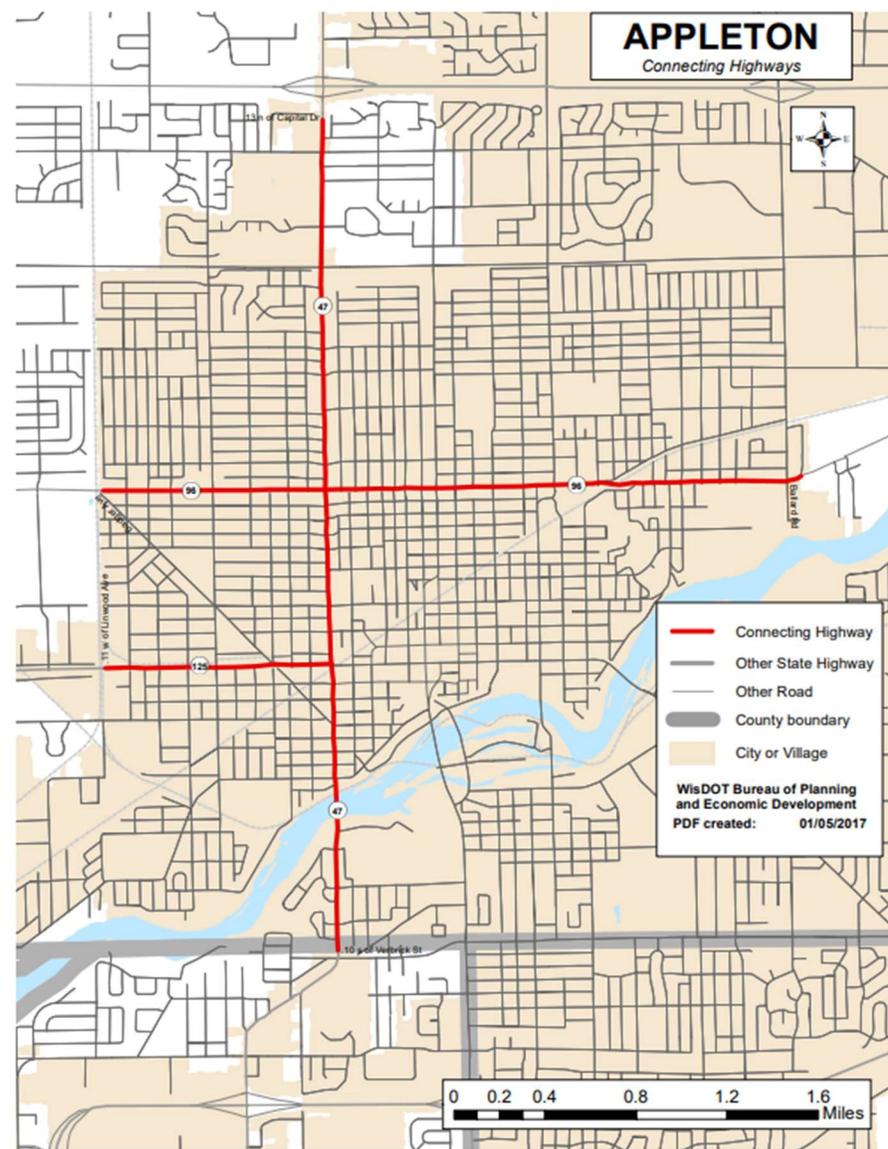
This project will replace the 21 existing controllers with Econolite controllers and Centrac control software. These 21 locations are along the existing Connecting Highway routes within the Appleton. The existing locations are Siemens controllers with Tactics control software. This project is to address the combination of aged equipment and shortcoming for Siemens products, equivalent to Wisconsin DOT's recent transitions to Econolite in the Regions.

Illustration: Proposed Traffic Signal Locations



 Proposed Traffic Signal Locations

City of Appleton Connecting Highway Limits



3b. Mobility Improvements

In some detail, describe the anticipated mobility improvements of the proposed project and how they will be measured (i.e., detection will be used to determine before and after peak hour delay).

See attached TSMO-TIP Application, if applicable.

Indicate your expected benefits below and provide documentation to support your analysis.

Annual mobility benefits are expected to be greater than the capital cost of the project.

Annual mobility benefits are expected to be greater than half of the capital cost of the project.

Annual mobility benefits are expected to be greater than \$0.

No expected mobility improvements.

Although there is not a direct mobility benefit expected, the Centrac software will lead to more robust signal management, specifically a more trusted and stable product for operating and monitoring signal performance.

3c. Operations and Maintenance Impacts

In some detail, describe how the proposed project is anticipated to impact operations and maintenance funds. For example, is the project replacing infrastructure that has been regularly out-of-service and has required increased maintenance?

See attached TSMO-TIP Application, if applicable.

There is a demonstrated history of maintenance issues that will be corrected with this project.

Include specific number of knockdowns, service calls, outages, etc., below.

Maintenance may be reduced due to this project.

No expected operations and maintenance impacts.

Signal operations and maintenance will be improved with the more robust and stable capabilities of Econolite equipment and Centrac software. A reliable system will improve operations and allow more prompt response to concerns and complaints.

3d. Existing Conditions

Describe the conditions of the existing infrastructure. For example, condition of current infrastructure could be described as fair, disrepair, or out of commission. List any components NOT meeting current WMUTCD standards.

Existing age of the current infrastructure could be described as 5 years past end-of-life, within 5 years past end-of-life, within 3 years of expected end-of-life, or current/new installation. Typical lifecycles of common infrastructure include communications (20 years), signal poles (25 years), controller (16 years), cabinet (20 years), DMS (20 years), CCTV (10 years), and detection (10 years).

Existing Siemens controllers have experienced above average failures, especially the newer M60 units due to supposed power supply issues. The Tactics software has experienced shortcomings, a lack of support for bug fixes, and lack of modern development. The Tactics software notifications and alerts do not work reliably and there are continual flaws with software programming of controllers.

Appleton has been progressive with controller replacements in the interest of having the most advanced features (i.e. phase banks, IP communications) to optimize performance and operations. Numerous controllers have been replaced since cabinet's last construction or upgrade.

Intersection Name	Cabinet (Controller) Age
STH 47 - Memorial Dr & Seymour St (TS1)	1996 (2018)
STH 47 – Memorial Dr & Prospect Av (TS2)	2010 (2010)
STH 47 – Memorial Dr & Badger Av (TS2)	2010 (2010)
STH 47 – Memorial Dr & College Av (TS2)	2002 (2022)
STH 47 – Richmond St & Franklin St (TS1)	1993 (2010)
STH 47 – Richmond St & Packard Av (TS2)	2015 (2015)
STH 47 – Richmond St & Wisconsin Av (TS1)	2003 (2011)
STH 47 – Richmond St & Glendale Av (TS2)	2021 (2021)
STH 47 – Richmond St & Capitol Dr (TS2)	2003 (2010)
STH 96 – Wisconsin Av & Badger Av (TS1)	1998 (2015)
STH 96 – Wisconsin Av & Linwood Av (TS1)	1998 (2012)

Intersection Name	Cabinet (Controller) Age
STH 96 – Wisconsin Av & Mason St (TS1)	1998 (2010)
STH 96 – Wisconsin Av & Division St (TS2)	2011 (2011)
STH 96 – Wisconsin Av & Oneida St (TS2)	2011 (2011)
STH 96 – Wisconsin Av & Drew St (TS2)	2011 (2011)
STH 96 – Wisconsin Av & Meade St (TS2)	2011 (2011)
STH 96 – Wisconsin Av & Appvion Hybrid Beacon (TS2)	2011 (2011)
STH 96 – Wisconsin Av & Ballard Rd (TS2)	2011 (2011)
STH 125 – College Av & Linwood Av (TS2)	2006 (2014)
STH 125 – College Av & Mason St (TS2)	2006 (2014)
STH 125 – College Av & Badger Av (TS2)	2006 (2020)

3e. Energy and Environmental Impacts

In some detail, describe the anticipated energy and environmental impacts of the proposed project. For example, is the project expected to replace existing infrastructure with infrastructure that may be accessed from a central location rather than driving to the field location for manual access?

See attached TSMO-TIP Application, if applicable.

Indicate your expected benefits below.

Annual energy and environmental benefits are expected to be greater than the capital cost of the project (provide documentation).

Annual energy and environmental benefits are expected to be greater than \$0.

Project is not expected to impact the natural environment.

Project is expected to negatively impact the natural environment.

Although there is not a direct environmental benefit expected, the Econolite equipment and Centrac software will lead to more robust performance. This will reduce the number of trips and time allocation to each intersection for shortcomings and failures.

3f. Safety Improvements

In some detail, describe current safety concerns and the anticipated safety improvements of the proposed project.

See attached TSMO-TIP Application, if applicable.

No expected safety impacts.

Although there is not a direct safety benefit, upgrading to Econolite controllers and Centrac software will result in increased efficiencies in special programming to accommodate various traffic patterns. This will allow the signals to operate more responsive to traffic conditions, which will reduce delays, queues, and ultimately crashes.

4. Project Cost and Schedule

List major construction items and associated estimates such as new traffic signal installation, intersection channelization, etc. When developing project costs account for additional costs for Accessible Pedestrian Signals (APS), Traffic Signal Detection, and Emergency Vehicle Preemption (EVP) systems if your project is proposing them. Project expense is considered during the evaluation of the projects. Therefore, **ALL COSTS** (including design, utilities, and R/E) should be provided regardless of whether awarded project funds will be used for all elements of the project. **Maximum project award is limited to a total of \$1,250,000.**

Cost	FY25 (07/24 – 06/25)	FY26 (07/25 – 06/26)	FY27 (07/26 – 06/27)	FY28 (07/27 – 06/28)
Design:				
WisDOT Staff Delivery/Design				
Consultant Work Order				
Real Estate: (Note: Real estate acquisition CANNOT be funded by this appropriation.) Identify funding source:				
Construction:				
Procurement: State Furnished Materials	\$190,000			
Procurement: Service and Installation	\$30,750			
LET Construction				
Other Costs:				
*TOTAL PROJECT COST PER FY =	\$220,750			
MUNICIPAL FUNDING COMMITMENT (10%) =	\$22,075			

* Awarded project funds must be encumbered during the FY identified unless coordinated with the Regional Program Liaison. Requested funds will not be increased beyond the amount asked for in this application after the award of the project.

Schedule		
Task	Months (MM/YY – MM/YY)	Anticipated Required Resources (Region PDS, Region Traffic Ops, consultant, procurement contracts, etc.)
1. Design		
2. Real Estate		
3. Procurement	01/25-05/25	State Procurement Contract
4. Construction	05/25-09/25	
5. Other		

5. Additional Project Information

5a. Performance Improvement Program Goals

<p>Does this project help with achieving WisDOT's performance goals? Refer to http://dotnet/mapss/index.htm</p> <ul style="list-style-type: none"> - <i>Mobility</i>: Delivering transportation choices that result in efficient trips and no unexpected delays. - <i>Accountability</i>: The continuous effort to use public dollars in the most efficient and cost-effective way. - <i>Preservation</i>: Protecting, maintaining, and operating Wisconsin's transportation system efficiently by making sound investments that preserve and extend the life of our infrastructure, while protecting our natural environment. - <i>Safety</i>: Moving toward minimizing the number of deaths, injuries, and crashes on our roadways. - <i>Service</i>: High quality and accurate products and services delivered in a timely fashion by a professional and proactive workforce. 	<p>Select all that apply:</p> <p><input checked="" type="checkbox"/> Mobility</p> <p><input checked="" type="checkbox"/> Accountability</p> <p><input checked="" type="checkbox"/> Preservation</p> <p><input type="checkbox"/> Safety</p> <p><input checked="" type="checkbox"/> Service</p>
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5b. Additional Justification

Provide additional detail that should be considered during the evaluation of this project. This may include the consequences of what would happen should the project not be implemented.

Existing Siemens controllers have experienced above average failures. The Tactics software has experienced shortcomings, a lack of support for bug fixes, and lack of modern development. The city no longer retains active licensing with Siemens for support.

6. Contact Information and Signature

PRIMARY CONTACT NAME (Responsible for Project Delivery) Michael Hardy	TITLE Assistant City Traffic Engineer
EMAIL ADDRESS mike.hardy@appleton.org	TELEPHONE (920)832-6478
WISDOT REGIONAL LIAISON CONTACT NAME (Municipal Only) Michael Hardy	MUNICIPAL SPONSOR EMAIL ADDRESS mike.hardy@appleton.org
MUNICIPAL SPONSOR SIGNATURE (Responsible for 10% funding – Municipal Only) 	DATE 09/01/2023
SIGNATURE OF WISDOT REGIONAL OPERATIONS CHIEF (WisDOT Projects Only)	DATE

REVISED 07/20/2023



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

To: Finance Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: August 21, 2023

Re: Action: Accept 2022 Public Service Commission Energy Innovation Grant for Appleton Waste Heat to Power Project.

Action: Accept Focus on Energy Custom Incentive 1784716 for Appleton Waste Heat to Power Project.

Action: Approve balance transfer of \$350,000 from the "AWWTP Electrical Distribution Project" to the "Appleton Waste to Heat Project"

The Appleton Waste Heat to Power (AWHP) Project will install two waste heat-to-power generators for utilizing methane gas historically flared to the atmosphere. The AWHP Project will produce clean energy while consuming no additional fossil fuels thus lowering emissions. This project utilizes an otherwise flared methane gas in the existing biogas boilers utilizing that heat in the waste heat-to-power generators, and both creates and utilizes a new renewable electricity resource for the Appleton Wastewater Treatment Plant (AWWTP).

AWWTP currently utilizes 43% of the biogas generated to offset natural gas purchases associated with heating the digestion process and the plant's buildings. The large majority of the digester gas that is not beneficially used coincides with the warm summer months where plant and building heating requirements are significantly reduced. This project will put an idle boiler into operation to divert digester gas from the flare to the boiler that will power two Organic Rankin Cycle Generators to produce electricity.

Implementation of the AWHP Project is guided by the following objectives and metrics:

1. **Reduce Grid Provided Energy Consumption:** This project anticipates to reduce the AWWTP purchases of grid provided electricity by 504,087 kWh per year.
2. **Make Appleton more Sustainable and Resilient:** This will be accomplished by expanding the AWWTP's renewable energy assets while expanding beneficial use of existing assets. Electricity generated by the AWHP will be a renewable energy.
3. **Mitigate Rate Increases:** Generation of renewable electricity will offset electrical purchases and keep the costs of operating the AWWTP down.

4. **Improve Air Quality:** This project anticipates to redirect approximately 1,500,000 cubic feet per year from the waste gas burner to an existing boiler to generate the waste heat required for electrical generation. Boiler burner combustion is tuned finer and more controllable than the AWWTP's candlestick style waste gas burners which will result in significant reduction in CO and NOx emissions from the facility.

The AWWTP project is anticipated to reduce electrical purchases by \$44,766 per year with an annual maintenance burden of \$6,250 per year, resulting in a net annual savings of \$38,516 per year. At an installed cost of \$875,000 and a grant funding of \$555,736.20 this results in a simple payback of 8.2 years with the requested grant funding. This simple payback does not include the cost savings associated with demand reduction. AWWTP's current demand charge calculation should be reduced by 58kW.

The cost savings experienced by implementation of this project will lower operational costs at the AWWTP, passing cost savings to Appleton residents through deferred utility rate increases.

The grant funds include:

- 2022 Public Service Commission Energy Innovation Grant - \$498,000.00, or 57% of total eligible cost.
- Focus on Energy Custom Incentive 1784716 - \$57,736.20.

The AWWTP Project is expected to cost \$875,000 and the Public Service Commission Energy Innovation Grant is awarded to pay 57% of the project cost up to \$498,000. The City's cost share would be 43% of the project cost up to \$375,000, however the Focus on Energy incentive can be applied to the City's cost share resulting in a net maximum cost of \$317,263.80.

The City's cost share of \$317,263.80 will be funded with a positive project variance in a current project. The budget transfer request action item will be for \$350,000 which will include \$317,263.80 for the City's cost share amount of the grant and \$32,736.20 for contingency.

Accepting this grant will be contingent on accepting the sole source memo for the two Organic Rankin Cycle Generators purchase and the contract amendment memo for the professional engineering services associated with this project. All memos will be presented at the same time for approval.

The monies are provided on a reimbursement basis, thus upfront funding must pay for the project initially. Upon completion of the work, we would be required to provide proof of eligible expenditures.

We are very excited about this funding as it assists with funding City efforts and commitments to implementation of energy efficiency and renewable energy within the City. Upon your approval we will acknowledge the requirements and accept the funds.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 8/21/2023

RE: Action: Approve the Appleton Waste Heat to Power Project Engineering Services Amendment #1, Increasing Donohue and Associates total contract amount by \$94,185 from \$22,950 to \$117,135

The Appleton Waste Heat to Power (AWHP) Project will install two waste heat-to-power generators for utilizing methane gas historically flared to the atmosphere. The AWHP Project will produce clean energy while consuming no additional fossil fuels thus lowering emissions. This project utilizes an otherwise flared methane gas in the existing biogas boilers utilizing that heat in the waste heat-to-power generators, and both creates and utilizes a new renewable electricity resource for the Appleton Wastewater Treatment Plant (AWWTP). The City of Appleton has been awarded two grants in order to complete this project. Donohue and Associates have been instrumental in receiving the grants and are listed in the grants as project team members.

Donohue and Associates has been working on the AWWTP biogas system since 2009 and have completed two biogas utilization studies along with three successful biogas utilization projects. Donohue's knowledge of our biogas system is unmatched. When we were looking at the concept of utilizing the existing biogas boilers to create electricity using organic rankin cycle generators, Donohue was the most logical choice to partner with. Contract #118-22 was issued to Donohue and Associates to complete preliminary engineering and grant writing assistance. With assistance from Donohue, the City submitted two grants (Public Service Commission Energy Innovation (PSC EIG) Grant and Focus on Energy Custom Incentive) and was awarded both grants. As part of the PSC EIG Grant, we had to identify the project team as part of the application, and approval for this grant included Donohue and Associates. Grant award was based in part with us using Donohue and Associates for the professional engineering aspects of the project.

This request is to increase Donohue and Associates contract amount to accommodate the competition of the engineering aspect of the project now that the grants have been awarded. We will work with Donohue and Associates for completing design, specifications, and creating bidding documents during 2023 and the construction administration in 2024.

The cost of additional engineering services outlined as part of the Donohue and Associates Contract Amendment #1 totals \$94,185. This amendment would result in the contract amount increasing from \$22,950 to \$117,135.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 8/21/2023

RE: Action: Approve a sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

BACKGROUND:

The Appleton Waste Heat to Power (AWHP) Project will install two waste heat-to-power generators for utilizing methane gas historically flared to the atmosphere. The AWHP Project will produce clean energy while consuming no additional fossil fuels thus lowering emissions. This project utilizes an otherwise flared methane gas in the existing biogas boilers, and both creates and utilizes a new renewable electricity resource for the Appleton Wastewater Treatment Plant (AWWTP). The City of Appleton has been awarded two grants in order to complete this project. Gulf Coast Green Energy and ElectraTherm have been instrumental in receiving the grants and are listed in the grants as project team members.

The award of both grants were based on the technology and compatibility of the Electrotherm Power Module 75 Units. In order to move forward with accepting the Public Service Commission Energy Innovation Grant (PSC EIG) and the Focus on Energy Custom Incentive for this project, we need to purchase the two Electrotherm Power Module 75 Units. The ElectraTherm Power Module 75 units are proprietary technology, and the project is based on installing these units.

ElectraTherm is the manufacturer of the Power module 75 units and the City cannot directly purchase these through ElectraTherm. ElectraTherm stated that the City will have to purchase the units through their distributor. The ElectraTherm distributor for our project is Gulf Coast Green Energy.

This request is to sole source the purchase of the two Electrotherm Power Module 75 Units only. We will competitively bid out the installation of the units, boiler modifications, and electrical components installation. The memo for the installation of the units and associated work will be submitted early 2024 for approval.

RECOMMENDATION:

Award the sole source contract to Gulf Coast Green Energy in the amount of \$406,000 for two (2) Electratherm PowerModule PM75 Organic Rankin Cycle Generators.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern:** When a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below.

Grant requires purchase of proprietary units through Gulf Coast Green Energy.

PROPOSED DETAILS
Requesting dept: Facilities Management
Product/service: Electratherm PM75 Organic Rankin Cycle Generators
Vendor name: Gulf Coast Green Energy
Total cost: \$406,000

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

Jenifer Huss

08/17/2023

Purchasing Manager

Date



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(920) 832-5572 FAX (920) 993-3103
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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 8/21/2023

RE: Action: Award the City of Appleton's "2023 Appleton Memorial Park ADA upgrades Project" contract to Northeast Asphalt, Inc., in the amount of \$66,875 with a contingency of \$10,125 for a project total not to exceed \$77,000.

Action: Approve budget transfer of \$52,000 from the "2023 Parks Hardscapes - Telulah Project" to "2023 Parks ADA Improvements Project."

The 2023 Capital Improvement Plan includes \$25,000 to make ADA improvements in City of Appleton Parks. The top ADA priority for 2023 was to improve access to the ball diamonds at Appleton Memorial Park. This project will include a new asphalt trail from the Miracle Field to the southwest set of ball diamonds by the Jones Building. This project will allow ADA access to a set of bleachers that currently does not meet ADA standards. The Telulah Hardscapes Improvement Project came in under budget and we are requesting a budget transfer of \$52,000 from that project to fund the Appleton Memorial Park ADA Upgrades Project

The bids were received as follows:

Northeast Asphalt, Inc. (low bid) \$66,875

Although only one bid was received, the bid was below the engineer's cost estimate.

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Northeast Asphalt, Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Northeast Asphalt, Inc. in the amount of \$66,875 plus a contingency of \$10,125 only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.

NAME OF CEMETERY: St. Joseph Cemetery
 LOCATION OF CEMETERY: 1815 E. Wisconsin Ave Appleton, WI
(Street/Road Address and Town, Village or City)
 CONTACT PERSON: Tina LeFebvre 920-733-1631
(If questions regarding this submittal) (Name) (Phone)

1. Is perpetual care included in a lot purchase in your cemetery?
 (Please attach a copy of the perpetual care agreement) YES NO
2. How many of the veteran graves **DO NOT** include a perpetual care agreement? 0
3. If perpetual care is not included, is **care cost charged to all grave lot owners**? YES NO
1. *Cost per grave upkeep per grave lot
 (Eligible costs divided by total # of grave lots within entire cemetery) \$ _____
2. Number of soldier's graves not covered under perpetual care
 (Including spouses & women's auxiliary) X _____
3. Requested reimbursable expense for care of soldier's graves
 (Including spouses & women's auxiliary) \$ _____
4. Did you provide an up-dated listing of the veteran's names? Yes _____ No _____

We, the officers of St. Joseph Cemetery Cemetery Association, hereby certify that the upkeep and care of each grave is \$ 18.00, that the assessment is in compliance with ss 157.11(7)(a), and ss157.11(7)(b), and is no more than the charge made for the care of other graves, and that such graves are receiving proper care.

It is further certified that suitable care of said graves has not been provided by perpetual care, private funds, or the cost for grave upkeep has not been collected as part of the funeral expenses, or otherwise.

7-11-2023
 Date
C. LeFebvre
 Cemetery Association President
C. LeFebvre
 Cemetery Association Secretary
C. LeFebvre
 Cemetery Association Treasurer

OFFICE OF CITY CLERK
 FILED
 JUL 14 2023
 APPLETON, WISCONSIN

At a regular meeting of the Town, Village, City of _____ held on _____, the above charges were approved for payment.

 Municipal Clerk Date

Send Check to: _____

*Cost includes maintenance of grave and tombstone; i.e. grass cutting, weed trimming, leveling of tombstone.