



# City of Appleton

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

## Meeting Agenda - Final Utilities Committee

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Tuesday, May 7, 2019

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[19-0627](#) Approval of the April 23, 2019 Utilities Committee Meeting Minutes.

**Attachments:** [April 23, 2019 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[19-0628](#) Approval to single source and award 2019P stormwater consulting services contract for Kernan Ravine Final Design and Construction Related Services with Brown and Caldwell in an amount not to exceed \$42,100.

**Attachments:** [2019P Kernan Ravine Final Design CRS BC Award Memo.pdf](#)

[19-0629](#) Amend 2019K stormwater consulting services contract for development of the stormwater management plan and design for the Bluff Site Development Area with McMahon Associates in an amount not to exceed \$39,500.

**Attachments:** [2019K Oneida St SWMP Amendment 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 Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.*





# City of Appleton

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## Meeting Minutes - Final Utilities Committee

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Tuesday, April 23, 2019

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Meltzer called the meeting to order at 5:00 p.m.*

2. Roll call of membership

**Present:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

3. Approval of minutes from previous meeting

[19-0523](#)

Approval of the April 9, 2019 Utilities Committee Meeting Minutes.

**Attachments:** [April 9, 2019 Utilities Committee Meeting Minutes.pdf](#)

**Reed moved, seconded by Firkus, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

4. Public Hearings/Appearances

5. Action Items

[19-0524](#)

Confirm the following:

- Elect Vice-Chair
- Designate a "Contact Person" who can answer specific questions about agenda items

*Aldersperson Raasch was nominated and elected Vice-Chairperson 3-0*

*Director Shaw and Director Vandehey will act as Contact Persons for agenda items.*

[19-0525](#)

Request to sole source contract to Patrick Engineering for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 3, for a contract fee of \$296,500 and a contingency of 5% to not exceed a total contract of \$311,325.

**Attachments:** [2019 Electrical Distribution System Upgrades Design for PDC Building Transformer and Circuit Switchers.pdf](#)

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

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

[19-0535](#)

Award Engineering Services Contract for the Lindbergh Standpipe Project to Strand Associates, Inc. in the amount of \$63,900 with a 10% contingency of \$6,390 for a project total not to exceed \$70,290

**Attachments:** [LindberghProject - Engineering Award 04-17-19.doc](#)

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

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

[19-0603](#)

Award the 2019 AWWTP Improvements Project Engineering Phase to McMahon in the amount of \$169,886 with a 10% contingency of \$16,989 for a Project Total not to exceed \$186,875

**Attachments:** [2019 AWWTP Improvements Project-McMahon.doc](#)

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

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

[19-0604](#)

Award Construction of a Receiving Station to Highway Landscapers, Inc., in the amount of \$61,497 and a 5% contingency of \$3,075 for a total cost not to exceed \$64,572

**Attachments:** [Receiving Station Construction 04-17-19.doc](#)

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

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

## 6. Information Items

[19-0581](#)

Set the Utilities Committee Meeting Date and Time

*The Utilities Committee will continue to meet at 5:00 p.m. on the Tuesdays following Council.*

[19-0526](#)

Monthly Reports for January, February, March 2019:

- Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report
- Water Treatment Facility Synopsis
- Water Distribution and Meter Team Monthly Report - March

**Attachments:**    [2019 Qrt 1 WW Synopsis.pdf](#)  
                                  [2019 Q1 Water Synopsis.docx](#)  
                                  [Water Main Breaks-March.pdf](#)

*The reports were reviewed.*

## 7. Adjournment

**Reed moved, seconded by Firkus, that the Utilities Committee Meeting be adjourned at 5:13 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Meltzer, Reed and Firkus

**Excused:** 2 - Dvorachek and Raasch

## 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:** May 1, 2019

**RE:** Approval to single source and award 2019P stormwater consulting services contract for Kernan Ravine Final Design and Construction Related Services with Brown and Caldwell in an amount not to exceed \$42,100

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The Department of Public Works is requesting approval to single source and award 2019P stormwater consulting services contract for Kernan Ravine Final Design and Construction Related Services (CRS) with Brown and Caldwell (BC) in an amount not to exceed \$42,100.

In February, a contract with BC was approved to evaluate options to replace the collapsed storm sewer in the ravine west of the intersection of Kernan Avenue and Dewey Street. The storm sewer is over 20 feet deep and is located in an easement crossing residential properties and underneath a garage. Staff believes that this is an emergency situation and a new pipe needs to be installed in 2019.

Since that time, staff has corresponded with the Wisconsin Department of Natural Resources (WDNR) and the US Army Corps of Engineers (ACOE) regarding the collapsed pipe and the ravine. As anticipated, a wetland delineation is required and permitting work within the ravine will be challenging, likely prohibiting construction in 2019. Also, the location of a WDNR monitored eagle's nest within the ravine will further limit construction timelines.

Concurrently, BC evaluated discharging the new storm sewer at two different locations within the ravine and also a street option. The ravine evaluations included whether to open cut or tunnel the new pipe, how to discharge a large volume of water without eroding the ravine and navigable channels and whether or not a stormwater quality pond could be incorporated into the design. Because the ravine areas were filled in the past, further evaluation of the ravine options requires several soil borings. However, there is no way to access the boring locations without likely damaging the ravine and wetlands in the process.

The street option includes installing the storm sewer in Kernan Avenue and East South River Street. This alternative provides similar hydraulic capacity, avoids a wetland delineation, avoids WDNR and ACOE permits, avoids damage from a soil boring rig, and is outside the radius of the eagle's nest that would limit construction time.

As shown on the attached drawing, the existing ravines flow from south to north and southeast to northwest, all joining at a pipe on the south side of East South River Street just upstream of the Banta Bowl. The original pipe was a large horse-collar shaped pipe on the old streambed and was slip lined in 1967 with a 60” pipe. The proposed junction of the new 48” pipe with the existing pipe will require a structural analysis and design to ensure long term stability and proper support for the street pavement.

Work under this contract will include:

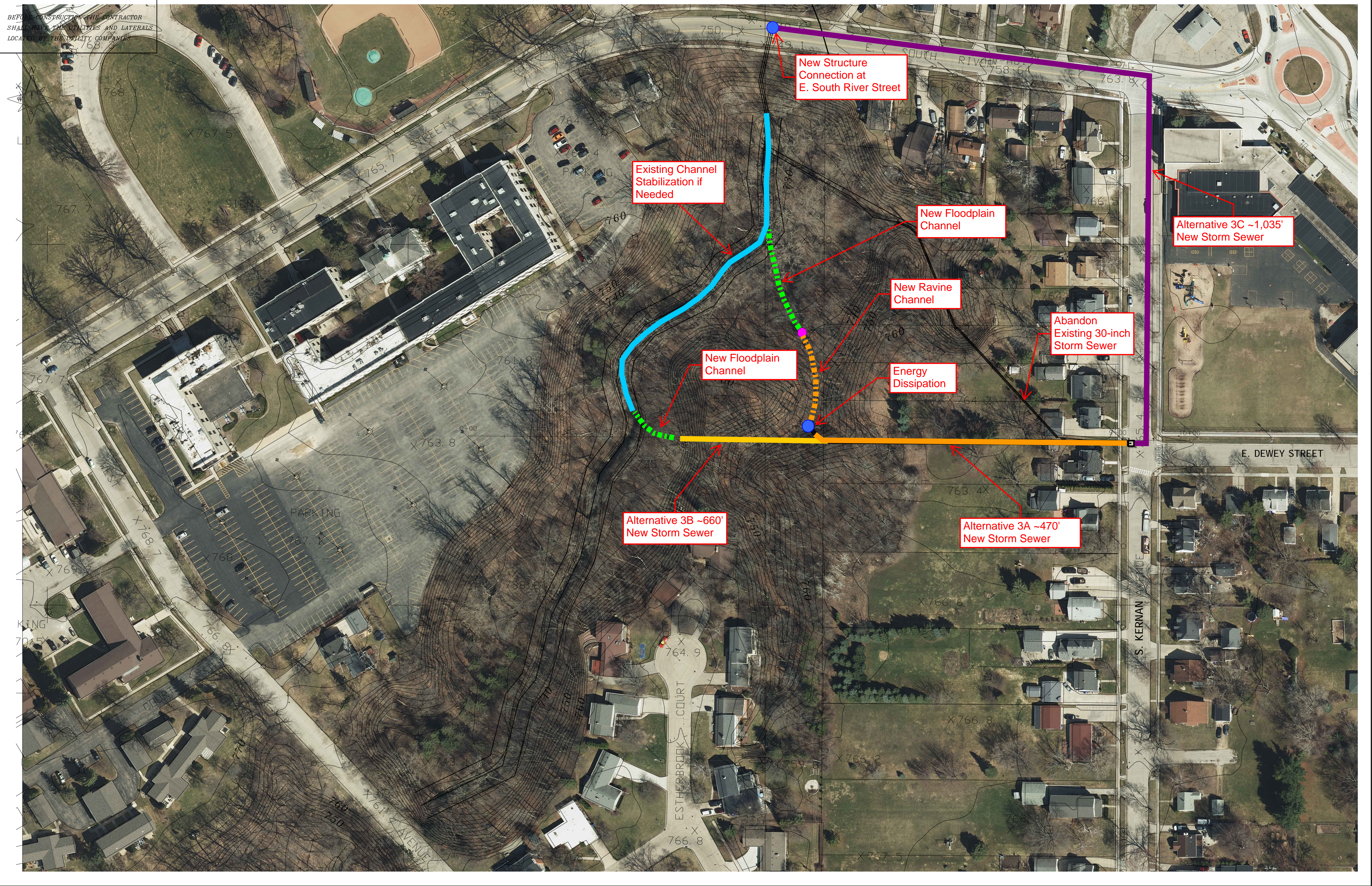
- Finalizing the XP-SWMM model based on the selected design
- Preparing a draft and final design memo to document alternatives, assumptions, and model results
- Preparing final drawings and specifications for the connection structure to be included with the City bid package (City is designing the rest of the project)
- Answering questions on the structure during bidding
- Reviewing shop drawings and submittals from the Contractor for the structure
- Answering questions during construction of the structure
- Contract administration and coordination meetings

The February award memo included the following language: “*With satisfactory performance by the consultant, it is anticipated that shortly after an alternative is selected, a request to contract for bidding documents and permitting will be brought to committee for approval.*” BC has performed well on the 30% Percent Design contract and staff recommends awarding them the 2019P contract for Final Design and CRS services.



# Kernan Ravine Storm Sewer Repair Alternatives

BEFORE CONSTRUCTION THE CONTRACTOR SHALL HAVE THE UTILITIES AND LATERALS LOCATED BY THE UTILITY COMPANIES





## 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:** May 1, 2019

**RE:** Amend 2019K stormwater consulting services contract for development of the stormwater management plan and design for the Bluff Site Development Area with McMahan Associates in an amount not to exceed \$39,500.

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The Department of Public Works is requesting approval to amend the 2019K stormwater consulting services contract for development of the stormwater management plan and design for the Bluff Site Development Area with McMahan Associates in an amount not to exceed \$39,500. If the amendment is approved, the total contract amount will be \$81,500.

Planning for the redevelopment of the downtown area south of College Avenue between Appleton Street and Durkee Street is continuing to move forward. In February, the City contracted with McMahan Associates to develop the necessary stormwater management plans for Oneida Street south of Lawrence Street, Lawrence Street from Oneida Street to Morrison Street and the new parking structure.

To ensure the City's efforts remain consistent with proposed private redevelopment, the stormwater management scope would be expanded to include additional street segments in the area, as shown on the attached drawing.

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.

The tasks under this contract 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





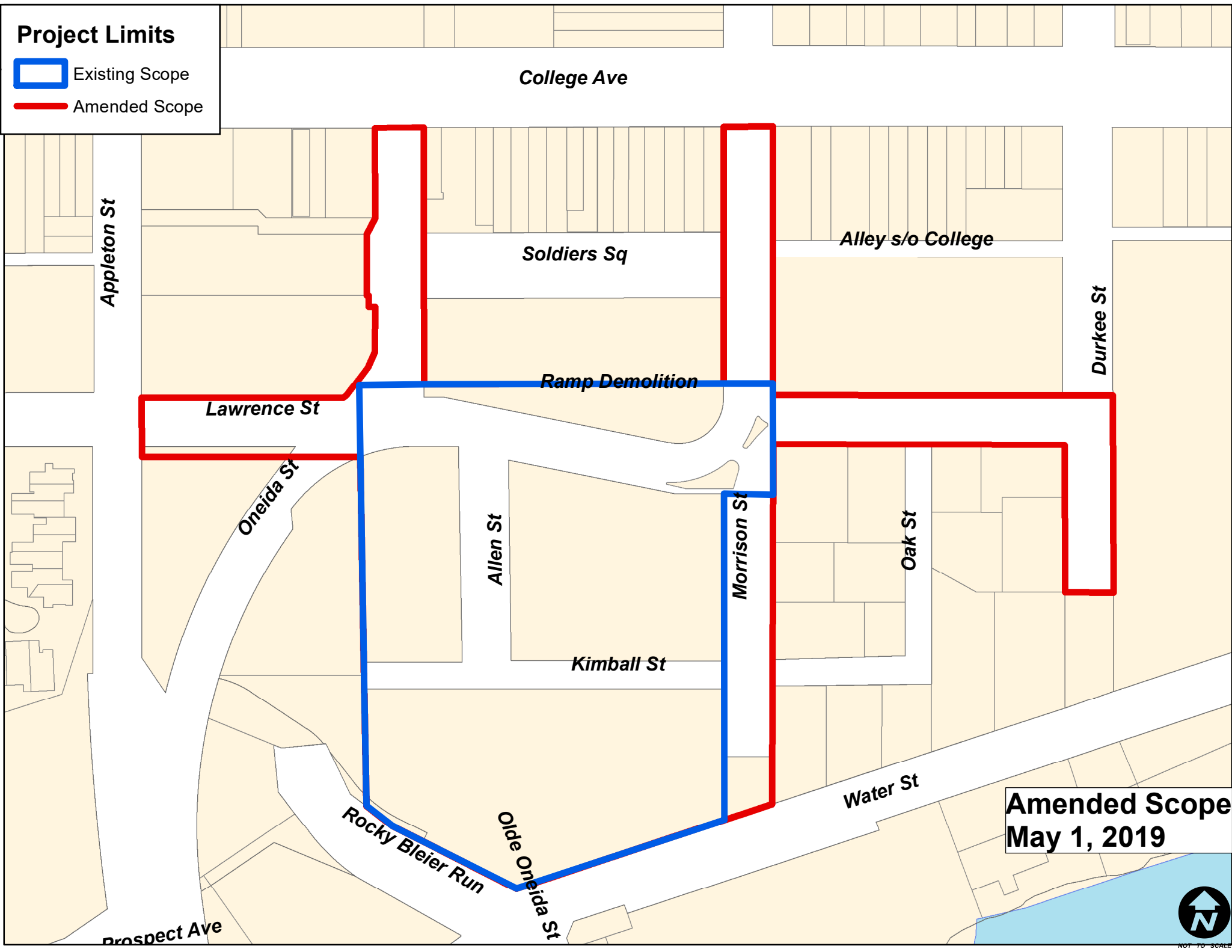
- Evaluate construction feasibility due to other utilities
- Develop a cost allocation methodology for the stormwater practices for the various parties
- Prepare a Stormwater Management Report
- Design the selected stormwater concept
- Prepare CAD drawings of the proposed stormwater management system
- 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 this project with the City to date, staff is recommending approval of this contract amendment with McMahan Associates.



# Project Limits

-  Existing Scope
-  Amended Scope



**Amended Scope  
May 1, 2019**



NOT TO SCALE