



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda Utilities Committee

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Tuesday, March 10, 2015

4:30 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

**15-374** Approval of the February 24, 2015 Utilities Committee Meeting Minutes.

**Attachments:** [February 24, 2015 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

**15-381** Award of 2015C Stormwater Consulting Services Contract for Northland Avenue Pond Final Design to Brown and Caldwell in an amount not to exceed \$154,085.

**Attachments:** [2015C Stormwater Consulting Services Contract.pdf](#)

**15-382** Award Unit K-15 Native Landscape Management Contract to Applied Ecological Services, Inc. in an amount not to exceed \$133,294.93.

**Attachments:** [Unit K-15 Native Landscape Management Contract.pdf](#)

6. **Information Items**

**15-383** Award of Consultant Design Services Contract for County Trunk Highway JJ Roadway and Stormwater Improvements to OMNNI Associates in the amount of \$136,391 with a contingency of \$13,500 for a total not to exceed \$149,891.

**Attachments:** [Cty Trk Hwy JJ Roadway and Stormwater Improvements.pdf](#)

**15-384** Update by RA Smith on the City's Sanitary Sewer Flow Monitoring Program.

**15-299** Regulatory Upgrade and Process Improvement Project Update.**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 Utilities Committee

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Tuesday, February 24, 2015

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Martin called the Utilities Committee meeting to order at 4:30 p.m.*

2. Roll call of membership

**Present:** 5 - Alderperson Jirschele, Alderperson Martin, Alderperson Dannecker, Alderperson Meltzer and Alderperson Plank

3. Approval of minutes from previous meeting

**15-274** Approval of the February 10, 2015 Utilities Committee Meeting Minutes.

**Alderperson Dannecker moved, seconded by Alderperson Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderperson Jirschele, Alderperson Martin, Alderperson Dannecker, Alderperson Meltzer and Alderperson Plank

4. Public Hearings/Appearances

5. Action Items

**15-276** Request for credit adjustment for water and sewer charges to James Bridges and Patricia Sorenson for 1215 W. Winnebago Street for use accrued during the period of 12/1/14 - 1/29/15.

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

**Aye:** 5 - Alderperson Jirschele, Alderperson Martin, Alderperson Dannecker, Alderperson Meltzer and Alderperson Plank

6. Information Items

**15-275** 2014 Annual Report under MS4 General Permit No. WI-S050075-2 (NR216 Phase II Stormwater Report).

*Reviewed.*

- 15-298** Approve acquisition of property on Northland Avenue for stormwater detention pond. This item will also be an Action Item at the Finance Committee.

*Discussed.*

- 15-277** Build Your Own Rain Barrel Workshop.

*Reveiwed.*

- 15-278** Monthly Reports for January  
- Water Distribution and Meter Team Monthly Report

*Reviewed.*

7. Adjournment

**Alderson Dannecker moved, seconded by Alderson Plank, that the Utilities Committee be adjourned at 4:58 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Alderson Jirschele, Alderson Martin, Alderson Dannecker, Alderson Meltzer and Alderson Plank

## Department of Public Works – Engineering Division

### MEMO

**TO:** Utilities Committee

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

**DATE:** March 4, 2015

**RE:** Award of 2015C Stormwater Consulting Services Contract for Northland Avenue Pond Final Design to with Brown and Caldwell in an amount not to exceed \$154,085.

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The Department of Public Works is requesting approval of the 2015C Stormwater Consulting Services Contract for Northland Avenue Pond Final Design Contract with Brown and Caldwell in an amount not to exceed \$154,085. After this contract, \$179,765 will remain in the 2015 stormwater consulting services budget.

Brown & Caldwell has nearly completed Preliminary Design work under December 4, 2013 Council authorization. Per that authorization as well as Brown & Caldwell's efficient and cost-effective performance during preliminary design, DPW is requesting permission to contract with Brown & Caldwell for final design services using a negotiated contract scope. The proposed scope includes the following work:

- Incorporate city design survey information into final design drawings.
- Conduct geotechnical investigation.
- Perform stormwater modeling for water quality and peak flow control under a variety of storm events.
- Prepare final construction drawings for the pond and inlet/outlet storm sewers to/from Weiland Lane, including design of the lift station/pump.
- Prepare final specifications and quantity estimates for bid documents.
- Develop permit applications and coordination with DNR and Corps of Engineers.
- Develop final engineer's estimate of probable cost.
- Hold coordination meetings with City staff as needed to efficiently manage design activities.

Therefore, the Department of Public Works recommends approval of the 2015C Stormwater Consulting Services Contract for Northland Avenue Pond Final Design Contract with Brown and Caldwell in an amount not to exceed \$154,085.

## Department of Public Works – Engineering Division

### MEMO

**TO:** Utilities Committee

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

**SUBJECT:** Award Unit K-15 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$133,294.93.

**DATE:** March 04, 2015

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The Department of Public Works recommends award of the K-15 Native Landscape Management Contract to Applied Ecological Services, Inc. (AES), in an amount not to exceed \$133,294.93 (budget \$170,460).

The following tasks are included in this contract:

New Native Vegetation Establishment at Ponds and Channels (\$12,835.36 Capital)

- Furnish and install woody shrub and tree species.
- Furnish and install herbivore protection fencing.

Native Vegetation Maintenance at Ponds and Channels (\$120,459.57 Maintenance)

- Provide vegetation inspections and recommendations.
- Provide invasive species and algae control through herbicide, mowing, brushing, and/or controlled burns.
- Provide preparation, seeding, planting, and erosion control at sparsely established and eroding areas.
- Maintain pond aerators.

The Department of Public Works requests that the Utilities approve a contract with AES, which was the 2014 contractor, for these services. This request is consistent with the approved 2015 stormwater budget, as well as the February 19, 2014 approval by the Common Council authorizing the Department of Public Works to request using AES as its consultant/contractor for native landscaping through 2016, subject to contractor performance in the prior year and annual contract approval.

AES performed well as the K-14 contractor, demonstrating good customer service, expertise, and cost-effectiveness. The proposed unit prices for K-15 represent a 2% increase over AES's 2014 unit prices, as AES had proposed in 2014.

Therefore the Department of Public Works recommends awarding Unit K-15 Native Landscape Management to Applied Ecological Services in an amount not to exceed \$133,294.93.

## Department of Public Works – Engineering Division

### MEMO

**TO:** Municipal Services Committee

**COPY TO:** Utilities Committee (Information Item)

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

**DATE:** March 4, 2015

**RE:** Award of Consultant Design Services Contract for County Trunk Highway JJ Roadway and Stormwater Improvements to OMNNI Associates in the amount of \$136,391 with a contingency of \$13,500 for a total not to exceed \$149,891.

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The Department of Public Works is requesting approval of the Consultant Design Services Contract with OMNNI Associates for CTH JJ Roadway and Stormwater Improvements in the amount of \$136,391 with a contingency of \$13,500 for a total not to exceed \$149,891 (Budget \$157,500). Project funding is through the General Funds (Concrete Paving) and Stormwater budgets, as well as cost sharing with Outagamie County.

DPW solicited proposals from six engineering firms. The City received two proposals, from R.A. Smith and OMNNI Associates. Proposals were rated on a 100-point scale on the following criteria: Project Experience, Project Team, Project Approach, and Schedule. Technical Proposals were evaluated by a review team consisting of Mike Hardy, Assistant City Traffic Engineer; Mark Lahay, Assistant City Engineer; Pete Neuberger, City Staff Engineer; and Andrew Rowell, Outagamie County Highway Department Engineer.

After technical scoring was completed, the team determined that both proposals demonstrated the minimum required technical qualifications for a successful project. The team then reviewed compensation proposals to verify that project deliverables will be provided cost-effectively. This was done by dividing each proposal cost by its Technical Score, to obtain a "Price per Point" for each proposal. After ranking the proposals by lowest Price per Point, the team identified OMNNI as the highest ranked proposal. Results are shown below:

#### Scoring Results

<u>Rank</u>	<u>Firm</u>	<u>Technical Score</u>	<u>Cost</u>	<u>Price Per Point</u>
1.	OMNNI	82.3	\$136,391	<b>\$1,657</b>
2.	R.A. Smith	92.5	\$224,126	\$2,423

CTH JJ Design Services Contract Award  
March 4, 2015

## **CONTRACT SCOPE**

The proposed contract is for the design and development of construction bid documents for a proposed roundabout with approaches at the intersection of Lightning Drive and County Trunk Highway JJ and associated modifications to CTH JJ roadway in the City of Appleton. Additional modifications to CTH JJ west of Lightning Drive through the CTH E (a.k.a. Ballard Road) intersection to the west are included to improve safety for motorists, bicyclists and pedestrians.

### Pavement/Traffic Improvements and Modifications Design

The Lightning-CTH JJ intersection is planned to be reconstructed with a roundabout. CTH JJ west of Lightning Drive through the CTH E intersection is proposed to be reconstructed with several anticipated modifications:

- Construct a raised median island separating east-bound lanes from west-bound lanes, to enforce right-in/right-out only driveways at Appleton North High School, the new Kwik Trip, and the Citgo station, all on CTH JJ.
- Construct a fence along the length of the raised median from CTH E to Lightning Drive as a way of eliminating mid-block pedestrian crossings.
- Provide a 10-foot multi-modal sidepath on the south side of CTH JJ.
- Provide a 5-foot sidewalk on the north side of CTH JJ.
- Provide bike lanes (width varies from 5 to 6 feet) both eastbound and westbound.

### Stormwater Improvements

Develop construction plans, specifications, and engineer's cost estimate for a stormwater collection and conveyance system, as well as stormwater treatment practices necessary to meet peak flow control, runoff quality control, and any other applicable stormwater permit requirements necessary for roadway construction.

The consultant will develop conceptual alternatives for different approaches to the above roadway and stormwater elements, then complete preliminary design, final design, permit applications, and bid documents. Included with these design tasks are the following related tasks:

- Perform design field survey.
- Perform field soil sampling and analysis.
- Develop a right-of-way plat map for acquisition of necessary right-of-way and easements by City.

A 10 % contingency of \$13,500 is included with the recommended award amount to address possible out-of-scope design costs that may arise during design, such as additional design work needed if unexpectedly poor soils are encountered during the geotechnical investigation.

## **CONCLUSION**

The Department of Public Works is requesting approval of the Consultant Design Services Contract with OMNNI Associates for CTH JJ Roadway and Stormwater Improvements in the amount of \$136,391 with a contingency of \$13,500 for a contract total not to exceed \$149,891.