



City of Appleton

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

Meeting Agenda - Final Finance Committee

Wednesday, January 18, 2017

6:00 PM

Council Chambers, 6th Floor

Special

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[17-013](#) December 13, 2016 Finance Committee Minutes

Attachments: [MeetingMinutes13-Dec-2016-03-50-51.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [17-035](#) Request to award Unit I-17 CTH "JJ" and Lightning Drive Sewer & Water Main Construction to Vinton Construction Co. in the amount of \$224,134.50 with a 10% contingency of \$22,413.45 for a project total not to exceed \$246,547.95.

Attachments: [Award of Contract I-17.pdf](#)

- [17-039](#) Request the approval of the sole source purchase from Fire Apparatus & Equipment and the ordering of four replacement fire trucks in advance for future delivery and payment (this item also appears on the Safety and Licensing Committee agenda).

Attachments: [Sole Source Purchase and Ordering of Fire Apparatus for Cost Savings.pdf](#)

6. Information Items

[17-014](#)

Contract 45-16 was awarded to B&P Mechanical, Inc. for replacement of the HVAC system at the Municipal Services Building in the amount of \$338,800 with a contingency of \$8,400. Final contract amount is \$338,800 with no change orders issued. Payments issued to date total \$321,860. Request to issue the final contract payment of \$16,940.

Attachments: [2016 MSB HVAC Replacement Project Final Payment.pdf](#)

[17-042](#)

2016 Medical Claim Costs

Attachments: [Health Claims \(2\).pdf](#)

[17-043](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$17,000
Supplies - Public Services	+ \$3,412
Miscellaneous Equipment - Network Services	+ \$9,588
Software - Network Services	+ \$4,000

to record funds received from the Friends of the Appleton Public Library

General Fund - Police Department

Donations	+ \$2,500
Equipment	+ \$2,500

to record donation received from Keller, Inc.

[15-1138](#)

Request approval of ordinance permitting absent Alderpersons to appear by phone.

Attachments: [Sec 2-29 Alderperson Appearances \(created\) 01-04-2017.pdf](#)

Legislative History

7/7/15	Finance Committee	held
8/11/15	Finance Committee	recommended for approval <i>Motion to amend by Alderperson Lobner to use "electronically" in place of "by telephone" throughout the amendment; second by Alderperson Konetzke.</i>
8/19/15	Common Council	referred to the Finance Committee
8/25/15	Finance Committee	held
9/22/15	Finance Committee	held
12/8/15	Finance Committee	held <i>hold until January 26, 2016 meeting</i>
1/26/16	Finance Committee	held
12/13/16	Finance Committee	referred

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 this agenda, please contact Tony Saucerman at (920) 832-6440.



City of Appleton

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

Meeting Minutes Finance Committee

Tuesday, December 13, 2016

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 4:30pm.

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

3. Approval of minutes from previous meeting

[16-1890](#)

November 16, 2016 Finance Committee minutes

Attachments: [MeetingMinutes16-Nov-2016-12-54-45.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

4. Public Hearings/Appearances

5. Action Items

[16-1891](#)

Request to award contract to Unifirst Corporation for rental and cleaning of uniforms and related items.

Attachments: [Uniform Contract Recommendation.pdf](#)

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

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner,
Alderperson Martin and Alderperson Siebers

[16-1892](#)

Request to approve Change Order #1 to contract 50-16 for Erb Park and Pool renovation project for a separated recirculation system of slides in the amount of \$130,590.99 resulting in a decrease of the contingency from \$613,048 to \$482,457.01. No change to the overall contract amount.

Attachments: [2016 Erb Pool Construction Change Order #1.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1893](#)

Request to write off \$14,003.29 of accounts receivable invoices and \$19,481.52 of personal property taxes (outstanding over one year).

Attachments: [Written off accounts list.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1915](#)

Request to approve Bid Packages and project related expenses into the Guaranteed Maximum Price Amendment to Miron Construction for the Fox Cities Exhibition Center for a contract not to exceed \$5,585,083; and to reject bids from Applied Flooring Solutions, Braun Thyssen Krupp Elevator LLC and Schindler Elevator Corporation for not meeting and/or following bidding requirements.

Attachments: [2016 Expo Center Bid Package #2 - Guaranteed Maximum Price Amendment .pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1917](#)

Request to award Unit Y-16 Arbutus Park Stormwater Lift Station (rebid) to August Winter and Sons, Inc in the amount of \$213,775 with a 10% contingency of \$21,377.50 for a project total not to exceed \$235,152.50.

Attachments: [Award of Contract Y-16.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1918](#)

Request to award Unit S-17 Spartan Drive Sanitary Lift Station to August Winter and Sons, Inc. in the amount of \$760,250 with a 10% contingency of \$76,025 for a project total not to exceed \$836,275.

Attachments: [Spartan Dr Lift Station.pdf](#)

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

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

[16-1898](#)

The Finance Committee will go into closed session according to State Statute §19.85(1)(e) for the purpose of discussions of real estate negotiations regarding the railroad trestles and conferring with legal counsel regarding pending litigation concerning the Fox River Cleanup and pending litigation concerning the Town of Harrison pursuant to §19.85(1)(g). Then reconvene into open session.

Alderson Lobner moved, seconded by Alderson Siebers, to convene in Closed Session. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

Alderson Lobner moved, seconded by Alderson Dannecker, to rise and report, returning into open session. Upon vote, motion carried unanimously.

Aye: 5 - Alderson Plank, Alderson Dannecker, Alderson Lobner, Alderson Martin and Alderson Siebers

6. Information Items

[16-1888](#)

Contract 10-16 was awarded to August Winter & Sons for \$380,008 with a contingency of \$38,000 for Digester Improvements. Change orders were approved totaling \$14,294. Final contract amount is \$394,302 with a contingency of \$38,000. Payments issued to date total \$384,444.45. Request final payment of \$9,857.55.

This Presentation was received and filed

[16-1889](#)

Change Order #2 to Caldwell Tank in the amount of (\$23,238) for the Glendale Water Tower Project resulting in the construction contract being reduced from \$2,467,000 to \$2,443,762.

Attachments: [Change Order 2 Glendale Project.pdf](#)

This Presentation was received and filed

[16-1894](#)

Contract 18-16 was awarded to Jossart Brothers, Inc. for \$2,547,865 with a contingency of \$93,135 for Sewer and Water (Re)Construction Project #1. Change orders were approved totaling \$36,204. Final contract amount is \$2,584,069 with a contingency of \$73,428. Payments issued to date total \$2,275,656.97. Request final payment of \$151,346.95.

This Presentation was received and filed

[16-1895](#)

Contract 16-16 was awarded to NuGen Johnson, LLC for \$143,989 with a contingency of \$5,000 for Prospect Ave and Jackman St Stairs. Change orders were approved totaling \$3,500. Final contract amount is \$147,489 with a contingency of \$1,500. Payments issued to date total \$141,459. Request final payment of \$5,730.

This Presentation was received and filed

[16-1944](#)

The following 2016 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Lost & Paid Items	+\$8,000
Library Materials and Supplies	+\$8,000

to record funds received from patrons to replace lost library materials.

Reimbursements - Friends of the Library	+\$24
Supplies - Childrens Services	+\$24

to record funds received from the Friends of the Appleton Public Library for labels.

General Fund - Parks & Recreation Department

Donations	+\$5,000
Equipment	+\$5,000

to record donation received from the Arbys Foundation for basketball hoops at Kiwanis and Schaefer Parks.

General Fund - Police Department

Donations	+\$5,320
Equipment	+\$5,320

to record donation received from the Fox Cities Marathon to be used to purchase jackets for crossing guards and a portable fingerprint scanner.

This Presentation was received and filed

[16-1903](#)

Director's Reports:
Finance
Legal Services

This Presentation was received and filed

[15-1138](#)

Request approval of ordinance permitting absent Alderpersons to appear by phone.

Attachments: [Sec 2-29 Alderperson Appearances \(amended\) .pdf](#)

Alderperson Martin moved, seconded by Alderperson Dannecker, that the Report Action Item be referred back to staff. To be discussed at January 10, 2017 Finance Committee meeting. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

7. Adjournment

Alderperson Dannecker moved, seconded by Alderperson Siebers, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Dannecker, Alderperson Lobner, Alderperson Martin and Alderperson Siebers

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: ☒ **Finance Committee**
☐ **Municipal Services Committee**
☐ **Utilities Committee**

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit I-17 Sewer and Water in CTH JJ and Lightning Drive

Be awarded to:

Name: Vinton Construction Company

Address: P.O. Box 1987

Manitowoc, WI 54221

In the amount of : \$224,134.50

With a 10% contingency of : \$22,413.45

For a project total not to exceed \$246,547.95

**** OR ****

In an amount Not To Exceed : _____

Budget: \$348,100.00

Estimate: \$390,000.00

Committee Date: 01/10/17

Council Date: 01/18/17

Item	Description	Qty./Unit	#1 - Vinton Construction Co.		#2 - Feaker & Sons Co.		#3 - Kruzcek Const., Inc.		#4 - PTS Contractors		#5 - Carl Bowers & Sons	
			Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$
1.	Furnish & Install 15" Sanitary Sewer	1,240 lin.ft.	\$40.50	\$50,220.00	\$49.00	\$60,760.00	\$52.00	\$64,480.00	\$59.70	\$74,028.00	\$54.00	\$79,360.00
2.	Furnish & Install 12" Sanitary Sewer	54 lin.ft.	\$37.50	\$2,025.00	\$46.00	\$2,484.00	\$72.00	\$3,888.00	\$87.00	\$4,698.00	\$51.00	\$2,754.00
3.	Furnish & Install 10" Sanitary Sewer	105 lin.ft.	\$35.50	\$3,727.50	\$44.00	\$4,620.00	\$66.00	\$6,930.00	\$80.40	\$8,442.00	\$48.00	\$5,040.00
4.	Furnish & Install Sanitary Manhole	86 vert.ft.	\$153.00	\$13,158.00	\$160.00	\$13,760.00	\$137.00	\$11,782.00	\$171.90	\$14,783.40	\$180.00	\$15,480.00
5.	Furnish & Install Sanitary Manhole Casting	5 ea.	\$454.00	\$2,270.00	\$385.00	\$1,925.00	\$580.00	\$2,900.00	\$383.00	\$1,915.00	\$650.00	\$3,250.00
6.	Furnish & Install 16" Water Main	1,130 lin.ft.	\$49.00	\$55,370.00	\$59.00	\$66,670.00	\$53.75	\$60,737.50	\$50.70	\$57,291.00	\$60.00	\$67,800.00
7.	Furnish & Install 12" Water Main	40 lin.ft.	\$43.00	\$1,720.00	\$49.00	\$1,960.00	\$84.00	\$3,360.00	\$49.60	\$1,984.00	\$50.00	\$2,000.00
8.	Furnish & Install 6" Hydrant Lead	50 lin.ft.	\$42.00	\$2,100.00	\$30.00	\$1,500.00	\$70.00	\$3,500.00	\$30.30	\$1,515.00	\$45.00	\$2,250.00
9.	Furnish & Install Hydrant	4 ea.	\$3,665.00	\$14,660.00	\$3,385.00	\$13,540.00	\$3,500.00	\$14,000.00	\$3,205.00	\$12,820.00	\$3,500.00	\$14,000.00
10.	Hydrant Relocation	1 ea.	\$800.00	\$800.00	\$750.00	\$750.00	\$700.00	\$700.00	\$515.00	\$515.00	\$1,200.00	\$1,200.00
11.	Furnish & Install Hydrant Extension	3 vert. ft.	\$745.00	\$2,235.00	\$620.00	\$1,860.00	\$530.00	\$1,590.00	\$640.00	\$1,920.00	\$600.00	\$1,800.00
12.	Furnish & Install 16" Gate Valve with Box	4 ea.	\$6,447.00	\$25,788.00	\$6,600.00	\$26,400.00	\$7,100.00	\$28,400.00	\$6,420.00	\$25,680.00	\$6,600.00	\$26,400.00
13.	Furnish & Install 12" Gate Valve with Box	1 ea.	\$2,350.00	\$2,350.00	\$2,400.00	\$2,400.00	\$2,432.07	\$2,432.07	\$2,370.00	\$2,370.00	\$2,500.00	\$2,500.00
14.	Furnish & Install 6" Gate Valve with Box	3 ea.	\$1,021.00	\$3,063.00	\$1,000.00	\$3,000.00	\$960.00	\$2,880.00	\$925.00	\$2,775.00	\$1,100.00	\$3,300.00
15.	Furnish & Install 16" Bend	4 ea.	\$1,347.00	\$5,388.00	\$950.00	\$3,800.00	\$1,375.00	\$5,500.00	\$1,140.00	\$4,560.00	\$900.00	\$3,600.00
16.	Furnish & Install Silt Fence	554 lin.ft.	\$2.50	\$1,385.00	\$1.50	\$831.00	\$2.00	\$1,108.00	\$3.00	\$1,662.00	\$1.50	\$831.00
17.	Furnish & Install Tracking Pad w/ Culvert	2 ea.	\$1,500.00	\$3,000.00	\$1,100.00	\$2,200.00	\$900.00	\$1,800.00	\$1,111.00	\$2,222.00	\$1,500.00	\$3,000.00
18.	Furnish & Install 20" Sediment Log	160 lin. Ft.	\$8.00	\$1,280.00	\$4.00	\$640.00	\$4.50	\$720.00	\$6.35	\$1,016.00	\$6.00	\$960.00
19.	Furnish & Install Rock Filter Bag Ditch Check	4 ea.	\$250.00	\$1,000.00	\$180.00	\$720.00	\$100.00	\$400.00	\$12.70	\$50.80	\$100.00	\$400.00
20.	Contaminated Soil Removal	100 cu.yds.	\$0.01	\$1.00	\$10.00	\$1,000.00	\$10.00	\$1,000.00	\$0.01	\$1.00	\$15.00	\$1,500.00
21.	Furnish & Install Stone Backfill	3,115 tons	\$9.80	\$30,527.00	\$12.00	\$37,380.00	\$10.00	\$31,150.00	\$9.04	\$28,159.60	\$10.00	\$31,150.00
22.	Furnish & Install Extra Stone Bedding	100 tons	\$10.92	\$1,092.00	\$10.50	\$1,050.00	\$15.00	\$1,500.00	\$19.00	\$1,900.00	\$0.01	\$1.00
23.	Mobilization & Traffic Control	1 Lump Sum	\$975.00	\$975.00	\$5,200.00	\$5,200.00	\$6,500.00	\$6,500.00	\$7,650.00	\$7,650.00	\$1,500.00	\$1,500.00
TOTAL ITEMS 1 THROUGH 24:				\$224,134.50		\$254,450.00		\$257,257.57		\$257,957.80		\$270,076.00

BID TABULATION

Item	Qty./	Description	Unit	#6 -Globe Contractors		#7 -De Groot, Inc.		#8 Dornier, Inc.		#9 - Advance Const.	
				Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$	Unit Price/\$	Total/\$
1. Furnish & Install 15" Sanitary Sewer	1,240		lin.ft.	\$61.00	\$75,640.00	\$60.81	\$75,404.40	\$69.00	\$85,560.00	\$71.75	\$88,970.00
2. Furnish & Install 12" Sanitary Sewer	54		lin.ft.	\$58.00	\$3,132.00	\$47.95	\$2,589.30	\$142.00	\$7,668.00	\$75.00	\$4,050.00
3. Furnish & Install 10" Sanitary Sewer	105		lin.ft.	\$58.00	\$6,090.00	\$45.80	\$4,809.00	\$88.00	\$9,240.00	\$72.50	\$7,612.50
4. Furnish & Install Sanitary Manhole	86		vert.ft.	\$160.00	\$13,760.00	\$226.58	\$19,485.88	\$302.00	\$25,972.00	\$248.00	\$21,328.00
5. Furnish & Install Sanitary Manhole Casting	5		ea.	\$325.00	\$1,625.00	\$338.35	\$1,691.75	\$415.00	\$2,075.00	\$600.00	\$3,000.00
6. Furnish & Install 16" Water Main	1,130		lin.ft.	\$76.00	\$85,880.00	\$66.54	\$75,190.20	\$59.00	\$66,670.00	\$69.00	\$77,970.00
7. Furnish & Install 12" Water Main	40		lin.ft.	\$68.00	\$2,720.00	\$55.97	\$2,238.80	\$79.00	\$3,160.00	\$77.00	\$3,080.00
8. Furnish & Install 6" Hydrant Lead	50		lin.ft.	\$62.00	\$3,100.00	\$38.99	\$1,949.50	\$38.00	\$1,900.00	\$54.50	\$2,725.00
9. Furnish & Install Hydrant	4		ea.	\$3,300.00	\$13,200.00	\$3,545.10	\$14,180.40	\$3,600.00	\$14,400.00	\$3,240.00	\$12,960.00
10. Hydrant Relocation	1		ea.	\$525.00	\$525.00	\$1,212.00	\$1,212.00	\$950.00	\$950.00	\$1,950.00	\$1,950.00
11. Furnish & Install Hydrant Extension	3		vert. ft.	\$525.00	\$1,575.00	\$656.50	\$1,969.50	\$700.00	\$2,100.00	\$695.00	\$2,085.00
12. Furnish & Install 16" Gate Valve with Box	4		ea.	\$7,100.00	\$28,400.00	\$6,585.20	\$26,340.80	\$7,150.00	\$28,600.00	\$6,298.00	\$25,192.00
13. Furnish & Install 12" Gate Valve with Box	1		ea.	\$2,400.00	\$2,400.00	\$2,490.66	\$2,490.66	\$2,550.00	\$2,550.00	\$2,220.00	\$2,220.00
14. Furnish & Install 6" Gate Valve with Box	3		ea.	\$950.00	\$2,850.00	\$1,090.80	\$3,272.40	\$1,025.00	\$3,075.00	\$850.00	\$2,550.00
15. Furnish & Install 16" Bend	4		ea.	\$775.00	\$3,100.00	\$1,196.85	\$4,787.40	\$1,000.00	\$4,000.00	\$900.00	\$3,600.00
16. Furnish & Install Silt Fence	554		lin.ft.	\$2.50	\$1,385.00	\$3.03	\$1,678.62	\$2.15	\$1,191.10	\$1.50	\$831.00
17. Furnish & Install Tracking Pad w/ Culvert	2		ea.	\$1,400.00	\$2,800.00	\$858.50	\$1,717.00	\$1,600.00	\$3,200.00	\$900.00	\$1,800.00
18. Furnish & Install 20" Sediment Log	160		lin. Ft.	\$7.00	\$1,120.00	\$12.12	\$1,939.20	\$19.50	\$3,120.00	\$7.00	\$1,120.00
19. Furnish & Install Rock Filter Bag Ditch Check	4		ea.	\$70.00	\$280.00	\$75.75	\$303.00	\$175.00	\$700.00	\$100.00	\$400.00
20. Contaminated Soil Removal	100		cu.yds.	\$20.00	\$2,000.00	\$10.10	\$1,010.00	\$15.00	\$1,500.00	\$12.00	\$1,200.00
21. Furnish & Install Stone Backfill	3,115		tons	\$10.00	\$31,150.00	\$14.68	\$45,728.20	\$11.50	\$35,822.50	\$14.00	\$43,610.00
22. Furnish & Install Extra Stone Bedding	100		tons	\$20.00	\$2,000.00	\$14.14	\$1,414.00	\$12.50	\$1,250.00	\$15.00	\$1,500.00
23. Mobilization & Traffic Control	1		Lump Sum	\$6,000.00	\$6,000.00	\$4,545.00	\$4,545.00	\$15,000.00	\$15,000.00	\$13,560.00	\$13,560.00
TOTAL ITEMS 1 THROUGH 24:					\$290,732.00		\$295,947.01		\$319,703.60		\$323,313.50



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

**APPLETON FIRE DEPARTMENT
700 N. DREW STREET
APPLETON, WI 54911**

MEMORANDUM

To: Alderperson Kathy Plank, Finance Committee
Alderperson Kyle Loebner, Safety and Licensing Committee
Members of the Common Council

From: Len Vander Wyst, Fire Chief

Date: 1/5/2017

Re: Request to Order Four Firetrucks from Fire Apparatus & Equipment

In July 2016, the Appleton Fire Department received approval to sole source purchase the fire pumper that was approved in the 2017 Capital Improvement Program (CIP). Plans are currently underway to proceed with that order in the coming weeks to avoid a February 1st price increase.

Since the Fire Department has identical pumpers in the 2018 and 2019 CEA replacement plan along with an identical, longer rescue pumper in the 2020 CEA replacement plan, the department has discussed the ability to take advantage of additional cost savings by placing all four orders at this time with subsequent delivery in budgeted years. This would allow the City to get the current pricing plus an approximate 3% Producer Price Index (PPI) increase each year. This breaks down as follows:

Description	CEA Replacement Year	Purchased as Four-Truck Order	Purchased Separately	Savings
189" PUC Engine	2017	\$616,625*	\$625,000	\$8,375
189" PUC Engine	2018	\$634,100	\$650,000	\$15,900
189" PUC Engine	2019	\$653,200	\$676,000	\$22,800
214" PUC Engine	2020	\$758,800	\$793,030	\$34,230
Total Savings:				\$81,305

*This price does not include the prepayment discount.

Under this scenario, no payment would be required until delivery. However, pre-payment discounts are still available based on interest rates at the time of delivery. For example, the 2017 prepayment discount is 4.5% bringing the cost from \$616,625 to \$590,225. The department will save \$26,400 by prepaying for this vehicle.

The department has identified that standardizing our fleet will improve efficiencies and safety by providing consistency from one truck to the next for those personnel moving from station to station. Efficiencies will also be gained relating to maintenance of the vehicles. By ordering the same fire pumper for the next four years, the department will save significant staff time by eliminating the need to develop specifications for each truck. The department will also save significant staff time relating to training on the new truck.

The department has a long-standing relationship with Pierce Manufacturing and has seen the innovation, cooperation, improved pricing, as well as their commitment and direct involvement in the growth of our City. When the department has encountered issues with our firetrucks, Pierce Manufacturing has been extremely responsive to our needs including taking parts off the assembly line to assist us in keeping our trucks in service.

Therefore, the Appleton Fire Department respectfully requests the approval of both the sole source purchase from Fire Apparatus & Equipment, our local Pierce Manufacturing vendor, of the four fire pumpers along with the ability to order all four replacement firetrucks in advance for future year delivery and payment.

Please do not hesitate to contact me should you have any questions at 832-5810. Thank you!



"...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: December 27, 2016

Re: Informational: Contract 45-16 was awarded to B&P Mechanical, Inc. for replacement of the HVAC system at the Municipal Services Building in the amount of \$338,800 with a contingency of \$8,400. Final contract amount is \$338,800 with no change orders issued. Payments issued to date total \$321,860. Request to issue the final contract payment of \$16,940.

The 2016 Capital Improvement Plan includes replacing the HVAC system at the Municipal Services Building. Construction contract 45-16 was issued to B&P Mechanical, Inc. in the amount of \$338,800. The project has been completed. No change orders were issued. This contract is now complete as all punchlist items were completed.

The CIP budget is \$347,200. The final contract amount is \$338,800.

The Parks, Recreation and Facilities Management Department recommends issuing the final contract payment to B&P Mechanical, Inc. in the amount of \$16,940.

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



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

TO: Finance Committee
FROM: Tony Saucerman, Finance Director *TS*
DATE: January 5, 2017
RE: 2016 Medical Claim Costs

The City is self-insured for employee health care costs. In general, this means rather than paying health insurance premiums to a health insurance company, the City pays the cost of employee's health care (after applicable deductibles and discounts provided by United Health Care have been applied) directly to the providers. This arrangement has served the City well over the past several years and kept annual employee health care costs to a very manageable level. Unfortunately, 2016 saw a jump in costs caused mainly by five large claims. The City does purchase commercial stop-loss insurance which protects the City for individual claims exceeding \$225,000 annually. One such claim did exceed this limit in 2016 and the City was reimbursed approximately \$500,000. Additionally, originators of two of the other large claims have since left the City's health plan. So we do not see this increase as a trend but rather as an anomaly. The chart below shows the amount of health care costs paid (after stop-loss reimbursements) for 2016 as well as the previous five years for comparison purposes.

<u>Est. 2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
\$8,094,542	\$6,657,800	\$6,333,841	\$6,851,646	\$7,310,112	\$7,428,650

As can be seen, the 2016 costs were noticeably higher than any of the past five years. In terms of the budget, health care costs are grouped with other fringe benefit costs (WRS, FICA, dental insurance, life insurance, etc.) and allocated to each of the individual department budgets each payroll, with a final allocation done once all fringe benefit costs have been recorded for the year. This final allocation will be done in late January or early February, 2017.

If this final allocation causes any departments to be over-budget overall, we will look to two reserve funds to make up the difference. First, is the Wage Reserve which we anticipate to have a balance of approximately \$350,000 on December 31, 2016. This reserve is part of the 2016 Budget and was established to fund unanticipated employee labor costs. The second funding source is a reservation of general fund balance for health cost stabilization which has a projected balance of approximately \$700,000 as of December 31, 2016. If either of these funding sources is required, the budget request will be presented to the Finance Committee for approval in February once final 2016 operating results are recorded.

As always, if you have any questions on this matter or would like further clarification, feel free to contact me.

AN ORDINANCE CREATING SECTION 2-29 OF CHAPTER 2 ARTICLE II OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO ADMINISTRATION - COMMON COUNCIL.

(Finance Committee – _____)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 2-29 of Chapter 2, Article II, of the Municipal Code of the City of Appleton, relating to Administration, Common Council, is hereby created to read as follows:

Sec. 2-29. Alderperson absence; participation electronically.

(a) An alderperson, who is a qualified individual with a disability as defined in s. 35.104, Code of Federal Regulations, Title 28, Chapter 1, Section 3, unable to appear in person at a meeting of the Common Council may request in writing or by email at least twenty-four (24) hours in advance of the meeting the written or emailed permission from the President of the Common Council to participate in the meeting electronically. The participation by an alderperson electronically shall be permitted in cases where extreme temperatures would negatively impact adaptive equipment used by the person either on their person or as a mode of transportation. An alderperson's appearance electronically must be noted in the meeting minutes. Electronic participation must occur in the meeting room so that the physically absent member can hear and can be heard by all those who are present. An alderperson appearing electronically shall be entitled to participate and vote to the fullest extent possible.

(b) Notwithstanding paragraph (a) above, an alderperson participating electronically in a fact finding hearing shall not vote on any matter that may require observation of any part of the proceeding, including the demeanor of a witness or viewing exhibits not previously provided.

(c) An alderperson participating electronically shall not count towards a quorum.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication.

Dated: _____

Timothy M. Hanna, Mayor

Kami Lynch, City Clerk

Illegal use of drugs means the use of one or more drugs, the possession or distribution of which is unlawful under the Controlled Substances Act (21 U.S.C. 812). The term *illegal use of drugs* does not include the use of a drug taken under supervision by a licensed health care professional, or other uses authorized by the Controlled Substances Act or other provisions of Federal law.

Individual with a disability means a person who has a disability. The term *individual with a disability* does not include an individual who is currently engaging in the illegal use of drugs, when the public entity acts on the basis of such use.

Other power-driven mobility device means any mobility device powered by batteries, fuel, or other engines—whether or not designed primarily for use by individuals with mobility disabilities—that is used by individuals with mobility disabilities for the purpose of locomotion, including golf cars, electronic personal assistance mobility devices (EPAMDs), such as the Segway® PT, or any mobility device designed to operate in areas without defined pedestrian routes, but that is not a wheelchair within the meaning of this section. This definition does not apply to Federal wilderness areas; wheelchairs in such areas are defined in section 508(c)(2) of the ADA, 42 U.S.C. 12207(c)(2).

Public entity means—

- (1) Any State or local government;
- (2) Any department, agency, special purpose district, or other instrumentality of a State or States or local government; and
- (3) The National Railroad Passenger Corporation, and any commuter authority (as defined in section 103(8) of the Rail Passenger Service Act).

Qualified individual with a disability means an individual with a disability who, with or without reasonable modifications to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by a public entity.

Qualified interpreter means an interpreter who, via a video remote interpreting (VRI) service or an on-site appearance, is able to interpret effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary. Qualified interpreters include, for example, sign language interpreters, oral transliterators, and cued-language transliterators.

Qualified reader means a person who is able to read effectively, accurately, and impartially using any necessary specialized vocabulary.

Section 504 means section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112, 87 Stat. 394 (29 U.S.C. 794)), as amended.

Service animal means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition.

State means each of the several States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, the Trust Territory of the Pacific Islands, and the Commonwealth of the Northern Mariana Islands.

Video remote interpreting (VRI) service means an interpreting service that uses video conference technology over dedicated lines or wireless technology offering high-speed, wide-bandwidth video connection that delivers high-quality video images as provided in §35.160(d).

Wheelchair means a manually-operated or power-driven device designed primarily for use by an individual with a mobility disability for the main purpose of indoor or of both indoor and outdoor locomotion. This definition does not apply to Federal wilderness areas; wheelchairs in such areas are defined in section 508(c)(2) of the ADA, 42 U.S.C. 12207(c)(2).

[Order No. 1512-91, 56 FR 35716, July 26, 1991, as amended by AG Order No. 3180-2010, 75 FR 56177, Sept. 15, 2010; 76 FR 13285, Mar. 11, 2011; AG Order 3702-2016, 81 FR 53223, Aug. 11, 2016]

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