



# City of Appleton

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

## Meeting Agenda - Final-revised Municipal Services Committee

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Monday, December 11, 2017

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  
[17-1932](#) Minutes from November 20, 2017.

**Attachments:** [Minutes from November 20, 2017.pdf](#)

### 4. Public Hearings/Apearances

### 5. Action Items

- [17-1936](#) Award 2018 Materials Testing Contract (M-18), to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

**Attachments:** [2018 Materals Testing Contract \(M-18\).pdf](#)

- [17-1937](#) Award 2018 Contract for Operation, Maintenance, Monitoring and Capital Improvements at the Closed City of Appleton Landfill to SCS Engineers in an amount not to exceed \$126,823.

**Attachments:** [2018 Contract for Operation, Maintenance, Monitoring and Capitol Improvem](#)

- [17-1940](#) Request from Emerald Valley Estates LLC to have the \$160 Warrant Fee waived for parcel 31-1-7509-03 located on Cherryvale Avenue.

**Attachments:** [Emerald Valley Estates LLC wave weed fee.pdf](#)

- [17-1941](#) Award Contract for design services for the Roemer Road Box Culvert, Ballard Road Box Culvert and Glenhurst Lane Bridge to OMNNI Associates in an amount not to exceed \$62,700.

**Attachments:** [Roemer Rd & Ballard RdBox Culvert.pdf](#)

- [17-1943](#) Approve traffic-related ordinance changes for the Lawrence Street/Elm Street/Eighth Street Reconstruction Project.

**Attachments:** [Lawrence, Elm, Eighth Street.pdf](#)

- [17-1947](#) Approve 2018 Sole Source Purchasing Request for various traffic equipment and technologies.

**Attachments:** [2018 Sole Source Purchasing traffic equipment.pdf](#)

- [17-1987](#) Request from Images Bar for a permanent street occupancy permit to construct an addition 5" into the S. Oneida Street right-of-way at 1200 S. Oneida Street.

**Attachments:** [1200 S Oneida St-Permanent Street Occ.pdf](#)

## 6. Information Items

- [17-1948](#) Inspection Division Permit Summary Report for November, 2017.

**Attachments:** [Inspection Div Permit Summary Report Nov 2017.pdf](#)

- [17-1944](#) Parking Utility Condensed Income Statement for November, 2017.

**Attachments:** [Parking Utility Income Statement November 2017.pdf](#)

- [17-1945](#) DPW Great Ideas Implemented in 2017 List.

**Attachments:** [Great Ideas Implemented in 2017.pdf](#)

- [17-1946](#) 2018 Sidewalk Poetry Program.

**Attachments:** [2018 Sidewalk Poetry Program.pdf](#)

## 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. Please contact Paula Vandehey at 832-6474 if you have any questions.*



# City of Appleton

100 North Appleton Street  
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## Meeting Minutes - Final Municipal Services Committee

---

Monday, November 20, 2017

4:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

2. Roll call of membership

**Present:** 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

3. Approval of minutes from previous meeting

[17-1841](#)

Minutes from November 6, 2017

**Attachments:** [Minutes from November 6, 2017.pdf](#)

Konetzke moved, seconded by Martin, that the minutes be approved. Roll Call.  
Motion carried by the following vote:

**Aye:** 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

4. **Public Hearings/Appearances**

5. **Action Items**

[17-1842](#)

Alvin Street, from Evergreen Drive to cul-de-sac, be reconstructed with concrete pavement and curb and gutter to a width of 33' from back of curb to back of curb. New 5' sidewalk to be constructed along entire length of project.

**Attachments:** [Alvin Street from Evergreen Dr to cul-de-sac.pdf](#)

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

**Aye:** 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

[17-1843](#)

Evergreen Drive, from Alvin Street to Haymeadow Avenue, be reconstructed with concrete pavement and curb and gutter to a width of 38' from back of curb to back of curb. In addition:

- a. Bike lanes to be incorporated as part of the project.
- b. New 5' wide concrete sidewalk to be constructed 3' north of the south right-of-way of Evergreen Drive.

c. New 10' wide concrete sidewalk/trail to be constructed 4' south of the north right-of-way of Evergreen Drive.

**Attachments:** [Evergreen Drive Questions and Responses.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

[17-1856](#)

Approve permanent street occupancy permit for Blue Sky Contractors to place a dumpster in the alley south of 423 W. College Avenue for the period beginning November 27, 2017 through February 23, 2018 for interior remodeling.

**Attachments:** [423 W College Avenue-Street Occupany.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

[17-1860](#)

Approve Amendment No. 2 to Patrick Engineering for additional services related to the Oneida Street Bridge over Jones Park for lighting design and additional sewer design.

**Attachments:** [Amendment No. 2 Patrick Engineering.pdf](#)

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

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker

[17-1754](#)

R/B- Approve Article V of Chapter 7 of the Municipal Code relating to Health in All Policies.

**Attachments:** [Article V of Chapter 7.pdf](#)

Croatt moved, seconded by Coenen, that the Report Action Item be recommended for denial. Roll Call. Motion carried by the following vote:

Aye: 4 - Croatt, Coenen, Konetzke and Dannecker

Nay: 1 - Martin

## 6. Information Items

[17-1845](#)

Parking Utility Condensed Income Statement for October, 2017.

**Attachments:** [Parking Utility Condensed Income Statement for October, 2017.pdf](#)

7. Adjournment

Konetzke moved, seconded by Dannecker, that the meeting be adjourned .

Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Coenen, Konetzke, Martin and Dannecker



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

## Department of Public Works – Engineering Division

### MEMO

**TO:** Municipal Services Committee

**FROM:** Paula Vandehey, Director of Public Works

**DATE:** December 1, 2017

**RE:** Award of 2018 Materials Testing Contract (M-18) to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

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The Department of Public Works recommends award of the 2018 Materials Testing Contract to OMNNI Associates, Inc. in an amount not to exceed \$100,000. Funding for this contract is from individual project budgets.

In November 2017, the Municipal Services Committee and Common Council approved delaying the RFP process for Materials Testing for one year and allowing negotiation of the 2018 contract with OMNNI Associates.

In addition to the on-going projects identified in November, this contract includes:

- Material testing for concrete, asphalt and soils,
- Contaminated material response, analysis, permitting and disposal,
- Performing Phase I and Phase II environmental assessments, and
- Performing geotechnical investigations for other DPW projects and for other departments, if needed.

No specific Phase I or Phase II assessments are known at this time and, should the need arise, separate contracts will be negotiated for these services.

Based on an estimated number of concrete and asphalt tests, and an estimate of the testing protocols needed for the on-going projects, staff recommends a not to exceed budget of \$100,000 for this contract. Expenditures will be for services actually used and may be less than the awarded amount. A contract amendment would be brought to committee in the event that additional funding is necessary.





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

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TO: Municipal Services Committee

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

SUBJECT: Award 2018 Contract for Operation, Maintenance, Monitoring and Capital Improvements at the Closed City of Appleton Landfill to SCS Engineers, in an amount not to exceed \$126,823.

DATE: December 1, 2017

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The Department of Public Works requests award of the 2018 Contract for Operation, Maintenance and Monitoring at the Closed City of Appleton Landfill to SCS Engineers in an amount not to exceed \$67,823. This is the third year of a ten (10) year contract as approved in December 2015.

The scope of services includes the following:

- Routine operation and monitoring of the landfill, including monthly site visits and reporting to WDNR
- One additional emergency site visit
- Routine scheduled replacement of one monitoring well or leachate well
- Replacement of the gas blower
- Assist with review of any changes proposed by the Valley Aero Modelers
- Assist with review of any proposals or concerns related to the Mackville quarry site
- Up to three meetings, if needed, with City staff

In addition to the annual maintenance contract, we are recommending the Capital Improvements Contract also be awarded to SCS Engineers as these improvements are closely tied to the scheduled maintenance and SCS has detailed knowledge/experience with this facility. The Gas Control and Collection System Improvements, as outlined on page 636 of the 2018 Budget, including:

- Condensate sump and gas header evaluation, design drawings and specifications for replacement
- Replace 16 wellhead flow control valves
- Evaluation, design drawings and specifications for replacement of two monitoring stations
- Assistance with bidding and construction of replacement sumps and monitoring stations in 2019, if approved with the 2019 Budget

Therefore, based on the memo dated December 1, 2015 for the award of the 2016 contract requesting contract extensions through 2025, the 2015 RFP process associated with that award, and satisfactory performance by the consultant, the Department of Public Works recommends awarding the 2018 Contract for Operation, Maintenance, and Monitoring and the Capital Improvements Contract at the Closed City of Appleton Landfill to SCS Engineers in an amount not to exceed \$126,823.

## 2017 Weed Fee Appeals

ADDRESS	Complaint Received	Compliance Date	Re-inspection Date	Cut	Warrant Date	Fee	Council Action
12 Ramlen Court	24-May-17	29-May-17	31-May-17	Yes	N/A	\$50	Denied
1530 E. Calumet Street	1-Jun-17	9-Jun-17	21-Jun-17	Yes	N/A	\$50	Denied
6-6201-05, Flintrock	11-Aug-17	21-Aug-17	28-Aug-17	Yes	N/A	\$50	Denied
6-6200-91, Haymeadow	11-Aug-17	21-Aug-17	28-Aug-17	Yes	N/A	\$50	Denied
6-6202-21, Haymeadow	11-Aug-17	21-Aug-17	28-Aug-17	Yes	N/A	\$50	Denied
6-6202-27, Haymeadow	11-Aug-17	21-Aug-17	28-Aug-17	No	29-Aug-17	\$160	Denied
31-1-7509-03, Cherryvale	18-Oct-17	28-Oct-17	31-Oct-17	No	7-Nov-17	\$160	



STATE OF WISCONSIN

CIRCUIT COURT

OUTAGAMIE COUNTY

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AFFIDAVIT FOR SPECIAL INSPECTION WARRANT

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STATE OF WISCONSIN

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) ss

COUNTY OF OUTAGAMIE

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BLAYNE LANSER, being duly sworn, says that on November 1, 2017 in said County, in and upon certain premises in the City of Appleton, and more particularly described as follows:

**LOCATION:** 0 N CHERRYVALE AVE  
APPLETON WI

**LEGAL OWNER:** EMERALD VALLEY ESTATES LLC

**TAX KEY:** 31-1-7509-03

There now exists a necessity to determine if said premise complies with Chapter 12 of the *Municipal Code* of the City of Appleton. The facts tending to establish the grounds for issuing a *Special Inspection Warrant* are as follows:

1. That he is employed by the City of Appleton in the Department of Public Works - Inspection Division, as an inspector.

2. That the City of Appleton Department of Public Works - Inspection Division has the powers and duties enumerated in *Wisconsin Statutes* §66.0517 concerning weed control. Additionally, the City of Appleton has adopted §12-58(b) of the *Appleton Municipal Code* relating to long grass.

3. On October 20, 2017 affiant personally observed a violation of the *Appleton Municipal Code*, §12-58 relating to the Department's authority to control accumulations of growth of weeds, grass, brush or other rank or offensive vegetation which has grown to a height beyond that allowed by the §12-58(b) of the *Appleton Municipal Code*.

4. On October 20, 2017 a notice was sent to the above named property owner. See Exhibit 1 attached hereto and incorporated herein by reference.

5. On October 31, 2017 the affiant observed that the premises described above still does not comply with §12-58(b), *Appleton Municipal Code*.

STATE OF WISCONSIN

CIRCUIT COURT

OUTAGAMIE COUNTY

**SPECIAL INSPECTION WARRANT**

STATE OF WISCONSIN

)  
) ss  
)

COUNTY OF OUTAGAMIE

THE STATE OF WISCONSIN, to the Sheriff or any constable or any peace officer of said County:

WHEREAS, City of Appleton Inspector, BLAYNE LANSER, has this day complained in writing to the said court upon oath that on the November 1, 2017, in said County, in and upon certain premises in the City of Appleton and more particularly described as follows:

LOCATION: 0 N CHERRYVALE AVE  
APPLETON WI

LEGAL OWNER: EMERALD VALLEY ESTATES LLC


TAX KEY: 31-1-7509-03

THERE NOW EXISTS a necessity to enter upon, inspect, remove in compliance with sections 12-30(17) and 12-32(c) of the ordinances of the City of Appleton. The affiant prays that a Special Inspection Warrant be issued for the purpose to inspect and remove items from the premise :

"to cut or remove the accumulation or growth of weeds, grass, brush, or other rank or offensive vegetation", which has grown to a height beyond that allowed by the 12-58(b) of the Appleton Municipal Code.

NOW THEREFORE, in the name of the State of Wisconsin, you are commanded forthwith to enter the said premises for said purposes.

Dated this 1 day of Nov., 2017.

By: 

**ENDORSEMENT ON WARRANT**

Received by me on Nov 8, 2017 at 10:00 o'clock A M.

  
BLAYNE LANSER  
City of Appleton, Inspector





10/31/2017 11:48

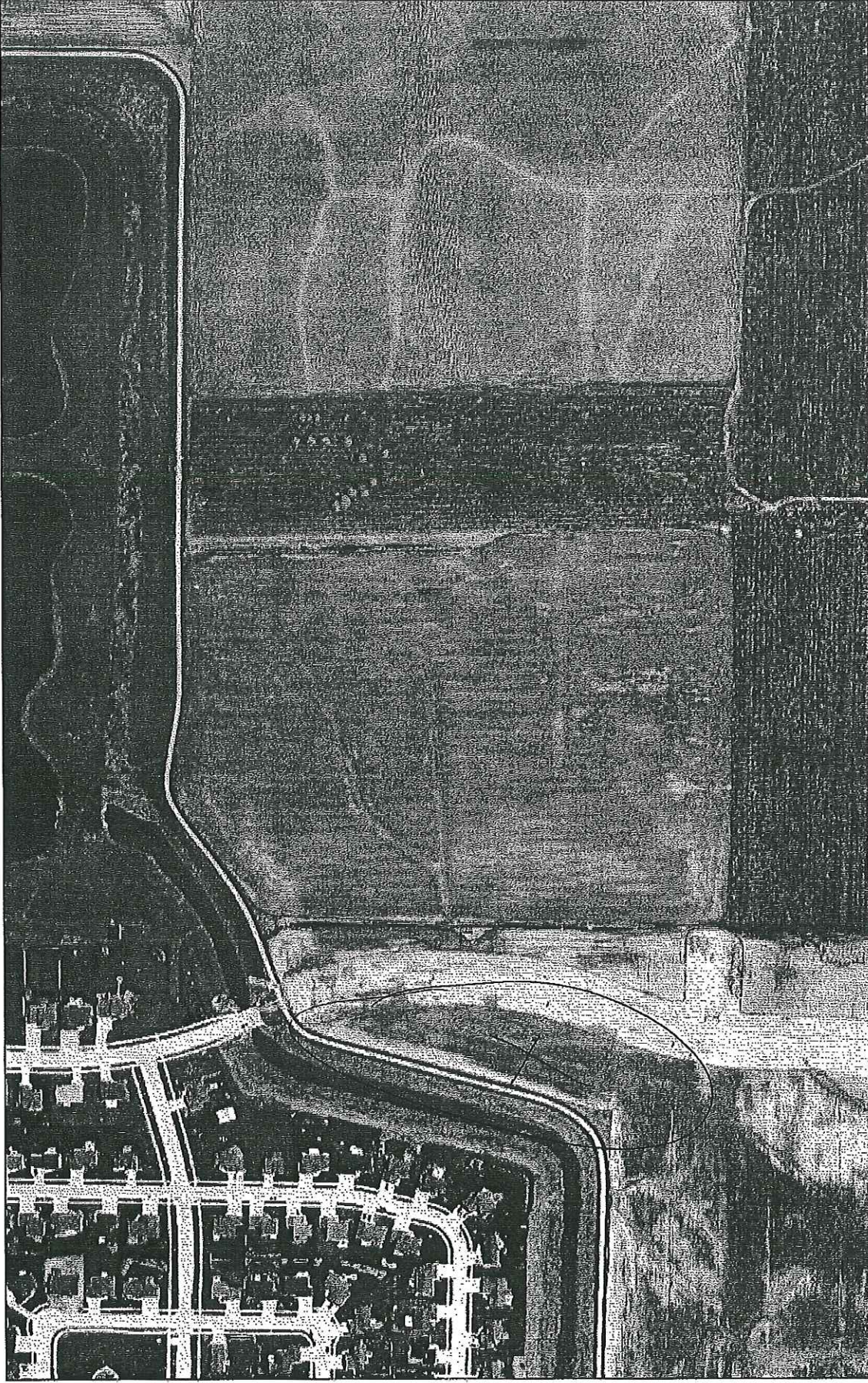




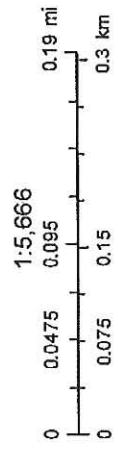
10/20/2017 10:21



# ArcGIS Web Map



October 18, 2017







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

## Department of Public Works – Engineering Division

### MEMO

**TO:** Municipal Services Committee

**FROM:** Chad M. Weyenberg, Project Engineer

**DATE:** December 11, 2017

**RE:** Award Contract for design services for the Roemer Road Box Culvert, Ballard Road Box Culvert and the Glenhurst Lane Bridge to OMNNI Associates, in an amount not to exceed \$62,700.

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The Department of Public Works is recommending to contract with OMNNI Associates, in an amount not to exceed \$62,700 to provide design services for the Roemer Road Box Culvert replacement as well as the Ballard Road Box Culvert and Glenhurst Lane Bridge maintenance projects. All design work will start in 2018 with tentative construction timeframes as follows. The Ballard Road Box Culvert maintenance work will be a 50/50 cost share with Outagamie County and will take place in 2018. The Glenhurst Lane Bridge maintenance is tentatively scheduled for 2019 while the Roemer Road Box Culvert has met its useful life and will be replaced in 2020.

The Department of Public Works received four qualified proposals from OMNNI Associates, Collins Engineering, AECOM and Graef USA.

OMNNI Associates demonstrated the related experience and personnel necessary to complete the required tasks. In addition, they also demonstrated a good project understanding and approach. Proposals received from the four firms were as follows:

OMNNI Associates = \$62,700  
Collins Engineering = \$125,132  
AECOM = \$128,591  
Graef USA = 133,270



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  
**From:** Eric S. Lom, City Traffic Engineer  
**Date:** November 30, 2017  
**Re:** Traffic-related ordinance changes for the Lawrence St/Elm St/Eighth St Reconstruction Project

The Lawrence St/Elm St/Eighth St Reconstruction Project was recently completed. This memo addresses the parking restrictions that are necessary to implement the Council-approved roadway plans.

**The following ordinance action is required:**

1. **Create:** "Parking be restricted to 10 minutes on the south side of Lawrence Street from a point 40 feet east of Walnut Street to a point 62 feet east of Walnut Street."
2. **Create:** "Parking be restricted to two hours from 9 a.m. to 6 p.m. Monday through Saturday, except holidays, on the south side of Lawrence Street from a point 62 feet east of Walnut Street to a point 85 feet west of Elm Street (metered)."
3. **Create:** "Parking be prohibited on the south side of Lawrence Street from Appleton Street to a point 85 feet west of Elm Street."
4. **Create:** "Parking be prohibited on Elm Street from Lawrence Street to Eighth Street."
5. **Create:** "No Parking / Loading Zone be designated on the north side of Lawrence Street from a point 24 feet west of Elm Street to a point 125 feet west of Elm Street."
6. **Create:** "Parking be prohibited on the north side of Lawrence Street from Elm Street to a point 115 feet west of Superior Street."
7. **Create:** "No Parking / Loading Zone be designated on the north side of Lawrence Street from a point 30 feet west of Superior Street to a point 115 feet west of Superior Street."
8. **Create:** "Parking be restricted to two hours from 9 a.m. to 6 p.m. Monday through Saturday, except holidays, on the north side of Lawrence Street from Appleton Street to a point 65 feet east of Superior Street (metered)."
9. **Create:** "Parking be prohibited on the south side of Lawrence Street from Walnut Street to a point 40 feet east of Walnut Street."
10. **Create:** "Parking be restricted to two hours from 9 a.m. to 6 p.m. Monday through Saturday, except holidays, on the north side of Lawrence Street from Walnut Street to a point 135 feet east of Walnut Street (metered)."
11. **Create:** "Parking be prohibited on Eighth Street from Elm Street to a point 180 feet east of Elm Street."





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  
**From:** Michael Hardy, Assistant City Traffic Engineer  
**Date:** December 6, 2017  
**Re:** 2018 Sole Source Purchase Request – Various Traffic Equipment & Technologies  
**CC:** Jeffrey Fait, City Purchasing Manager

This sole source purchase request is reassessed and presented annually as required in the City procurement policy. It was last approved in 2017.

**Background:**

*Traffic Signal and Control Equipment*

Within the traffic signal control industry, there is a tremendous amount of proprietary functionality and limited interoperability. The number of vendors servicing traffic signal equipment is also very limited. For example, Traffic and Parking Control Company, Inc. (TAPCO), located in Elm Grove, Wisconsin, is the exclusive vendor in Wisconsin for Siemens signal cabinet and control equipment, which the City of Appleton uses. TAPCO is also the exclusive state vendor for Eberle Design Inc. (EDI) cabinet equipment, Iteris video detection systems, and other support equipment used in traffic signal control systems. Because TAPCO is designated as the exclusive rights vendor in the state by these manufacturers, they have exclusive knowledge for set-up, testing and servicing, beyond that which the City is capable of performing. There are other vendors in nearby states that carry these product lines, but their manufacturer-vendor relationships do not allow overlap with each other. Thus, the City cannot, for example, do business with Brown Traffic Products, Inc., which is TAPCO's equivalent in Illinois and Minnesota.

The next closest vendor that provides comparable products and services is a company called Traffic Control Corporation (TCC), with service currently provided out of Illinois and Minnesota. TCC's exclusive manufacturer-vendor relationship is very similar to TAPCO, with cabinets and control systems manufactured by both Econolite and Reno Traffic Products. Also, because TCC is the exclusive vendor for these product lines, they have exclusive knowledge for set-up, testing and servicing.

Due to the above circumstances, it is common in the traffic industry that complete traffic signal control assemblies are sole-source purchased as complete, functional systems. Another unfortunate reality is that each manufacturer's equipment has its own proprietary firmware and controls, which makes it nearly impossible to competitively procure comparable equipment. In this situation, TAPCO or TCC will assemble the cabinet, controller, vehicle detection equipment and any other integrated equipment, and perform functional testing prior to shipment and installation. The advantage to this approach is it helps manage compatibility issues, and puts responsibility on the sole source vendor to assure complete functionality of the system. The disadvantage is that procured equipment is not competitively bid in a formal process. The other common application in the traffic industry is that specifications are written to accept only one manufacturer's products. This gives the illusion of being competitive, but often only one vendor is able to meet the required specifications. There has been some implementation of equipment from both TAPCO and TCC, but the experiences are limited, along with the success stories. Here too, the City would need to stock significant additional equipment due to limited experience with compatibilities and functionality.



The good news is there are standards making gradual progress in the traffic control industry. The National Electrical Manufacturer's Association (NEMA) has developed standards that provide requirements for equipment interoperability. For example, the City has accepted NEMA, TS2, Type 1 specification for our traffic signal control cabinets. This provides control over how the cabinets are configured and how the control equipment is connected and integrated into the control functionality. The National Transportation Communications for Intelligent Transportation Systems (ITS) Protocol (NTCIP) is the next level of standards under development at the federal level, intended to limit the proprietary firmware and controls in the traffic industry.

#### Traffic Signal Preventative Maintenance

Preventative maintenance is another item that is currently sole sourced. A key component in preventative maintenance is performing a diagnostic test on a device called the Malfunction Management Unit (MMU). Performing this service is performed annually, and is common practice in the traffic signal industry to discourage legal action against the City for negligence if a signal malfunction is the suspected cause in a traffic incident. To date, the City has decided it is not in our best interest to perform this testing on our own. To replicate this service the City would have to purchase expensive test equipment, software and training. The current sole source vendor, TAPCO, has strong familiarity with our equipment since they are exclusive rights vendor in the state by the MMU manufacturer the City currently uses. Having considered this, we feel this is a reasonable cost and the best decision for the City at this time.

#### Decorative Street Lighting Equipment

Recent experiences have prompted the addition of decorative street lighting equipment to this sole source request. Specific items that apply are decorative lighting components involving steel poles, concrete poles, arms and fixtures.

One large contributing factor is the City has standardized on a specific appearance and quality using Stresscrete, King and Visco brands products for applications across the City, most notably College Avenue and Wisconsin Avenue. While there are other decorative brands on the market simulating a comparable look, the quality of these off-brands has been much lower, leading to increased maintenance costs and decreased life. When bidding this equipment in the past, we have specified a specific product or approved equal. To meet the City purchasing policy, we have been competitively bidding these decorative lighting brands through the electrical supply chains. It is our opinion, while this looks competitive and meets the spirit of the purchasing policy, it actually amounts to a mark-up on a product we ultimately know we are going to purchase. Having considered the above, we feel sole source offers the best value of the City's time and resources.

In 2017, we added a new pole, arm and fixture line in conjunction with the new Fox Cities Exposition Center (FCEC). The architect and project team of the FCEC has selected a unique lighting assembly to match the look and appeal of the building. We are adding this to the sole source list as we feel this will be a similar situation to the other decorative lighting equipment.

In 2018, we are adding another pole, arm and fixture line in conjunction with the Parks, Recreation, Facilities & Grounds expansion of trail lighting throughout the City. DPW is installing trail facilities with several upcoming projects, and will match the unique lighting assembly already selected for the trail system throughout the City. We are adding this to the sole source list as we feel this will be a similar situation to the other decorative lighting equipment.

#### LED Street Lighting

Recent experiences have prompted the addition of LED street lighting equipment to this sole source request. Specific items that apply are both standard and decorative LED street lighting fixtures. In 2010, the City authored a specification and released a bid to replace standard fixtures with LED fixture in the central business district. That experience evaluated products from eight (8) different manufacturers. As a result of that experience, we have identified products from Cooper and Philips as the preferred fixtures for future applications. To comply with the City's purchasing policy in future purchases, we would have to competitively bid these two brands thru the electrical supply chains. In our opinion, while this appears competitive and meets the spirit of the purchasing policy, it really amounts to a mark-up on a product we ultimately know we are going to purchase. We have established a relationship with the manufacturers and have been advised we can purchase from them directly. Where these two products are competitive with each other, we would be able to compare costs direct from the manufacturers which would meet the competitive spirit of the policy. However, three products would be needed to satisfy the policy as written. Having considered the above discussion, we feel a sole source exception offers the best value of the City's



time and resources.

#### Camera & Video Encoders

When the traffic camera program began its deployment in 2010, Pelco brand pan-tilt-zoom cameras were procured in accordance with City Policy, where at least three quotes were received. In light of the switch to Avigilon video management software by the City in 2013 and the increase in failures of recent Pelco brand cameras, the Traffic Section has transitioned to both AXIS and Avigilon brand cameras. The AXIS brand cameras can be purchased in accordance with City Policy as they are readily available through multiply suppliers. Avigilon cameras, however, can only be purchased thru a licensed State vendor. Thus, in instances where we feel an Avigilon camera is advantageous for a specific application and software integration for the City, a sole source approval is needed to satisfy the policy as written.

#### School Zone Flashers & Rapid Rectangular Flashing Beacon (RRFB) Control

In 2014 the City procured a new school flasher control system. Criteria specified in that procurement was the ability for remote access to set the flasher schedules and troubleshoot in case of maintenance. The City procured a product called DirecTime, which has its own proprietary web enabled service for remote access. The DirecTime product, installed at all school zone flashers across the City, is exclusively manufactured by Traffic and Parking Control Company, Inc. (TAPCO). In the event additional locations or replacement units are necessary, it is in our opinion that sole sourcing the DirecTime product line is the best value of the City's time and resources.

In 2015, the City installed the first RRFB control system since the 2012 Lawrence University crosswalks on College Ave. After a review of quotes, qualifications and compliance with our performance criteria, we selected a product manufactured by Traffic and Parking Control Company, Inc. (TAPCO). The Spot Device brand which is currently installed on College Ave has since been purchased by a competitor and the product line has been discontinued. The RRFB system from TAPCO uses the same remote access system as the DirecTime product described above. Thus, access to both School Flashers and RRFB control is together, which is a valuable feature to monitor performance and troubleshoot or perform maintenance. In the event additional locations or replacement units are necessary, it is in our opinion that sole sourcing the TAPCO RRFB product line is the best value of the City's time and resources.

#### **Summary:**

The City Traffic Section continues to pursue equipment and services to help improve competition in our purchases. We often have alternative vendors bring us equipment to familiarize with and test for compatibility. When we evaluate comparable products, we try to take a holistic approach, considering additional software, training, stocking, etc. We also stay in touch routinely with our counterparts in the traffic industry, like Wisconsin DOT, City of Green Bay, and Milwaukee County to help evaluate pricing when and where sole sourcing is performed. This, too, helps communicate between agencies on acceptance of alternative products. We also pursue alternative procurement options when available through the Wisconsin DOT procurement contract. Where equipment is consistent with Wisconsin DOT procurement contracts, a price match is pursued.



The following is the Traffic Section's current list of equipment and services we feel it is in the City's best interest to sole source for procurement:

#### Traffic Signal and Control Equipment

##### Signal Controller and Control Software:

- Siemens/Eagle (TAPCO)

##### Signal Control Cabinets:

- Siemens/Eagle (TAPCO)
- Econolite (TTC)

##### Signal Control Malfunction Management Unit:

- Eberle Design, Inc. (TAPCO)
- Reno A & E (TTC)

##### Loop Detector Amplifiers:

- Eberle Design, Inc. (TAPCO)
- Reno A & E (TTC)

##### Video Detection Systems

- Iteris, Inc. (TAPCO)
- Econolite (TTC)

##### Wireless Detection Systems

- MS Sedco / Intersector. (TAPCO)
- Wavetronix (TTC)

##### Preemption:

- GTT (TTC)

##### Wireless Radio Communications:

- Encom Wireless (TAPCO)

##### Control Cabinet Integration Set-up and Testing:

- TAPCO
- TTC

##### Radar Speed Signs

- Information Display Company
- TAPCO

#### Traffic Signal Preventative Maintenance

##### Traffic Signal Preventative Maintenance:

- TAPCO

#### Decorative Street Lighting Equipment

##### Concrete Poles & Arms

- Stresscrete / King Luminaire (Visual Impact Lighting, LLC)

##### Steel Poles & Arms

- Visco (Commercial Lighting)
- Spring City (Visual Impact Lighting, LLC)
- Structura Inc.
- Candela Series (Spectrum Lighting)

##### LED Fixtures

- Stresscrete / King Luminaire (Visual Impact Lighting, LLC)
- Beacon Viper
- Candela Series (Spectrum Lighting)

#### Conventional LED Street Lighting

##### LED Street Light Fixtures

- Philips (Spectrum Lighting)
- Cooper Lighting (Enterprise Lighting)

#### Traffic Cameras

##### Pan-Tilt-Zoom & Fixed Zoom

- Avigilon (Lappen Security)

#### Warning Flashers & RRFB

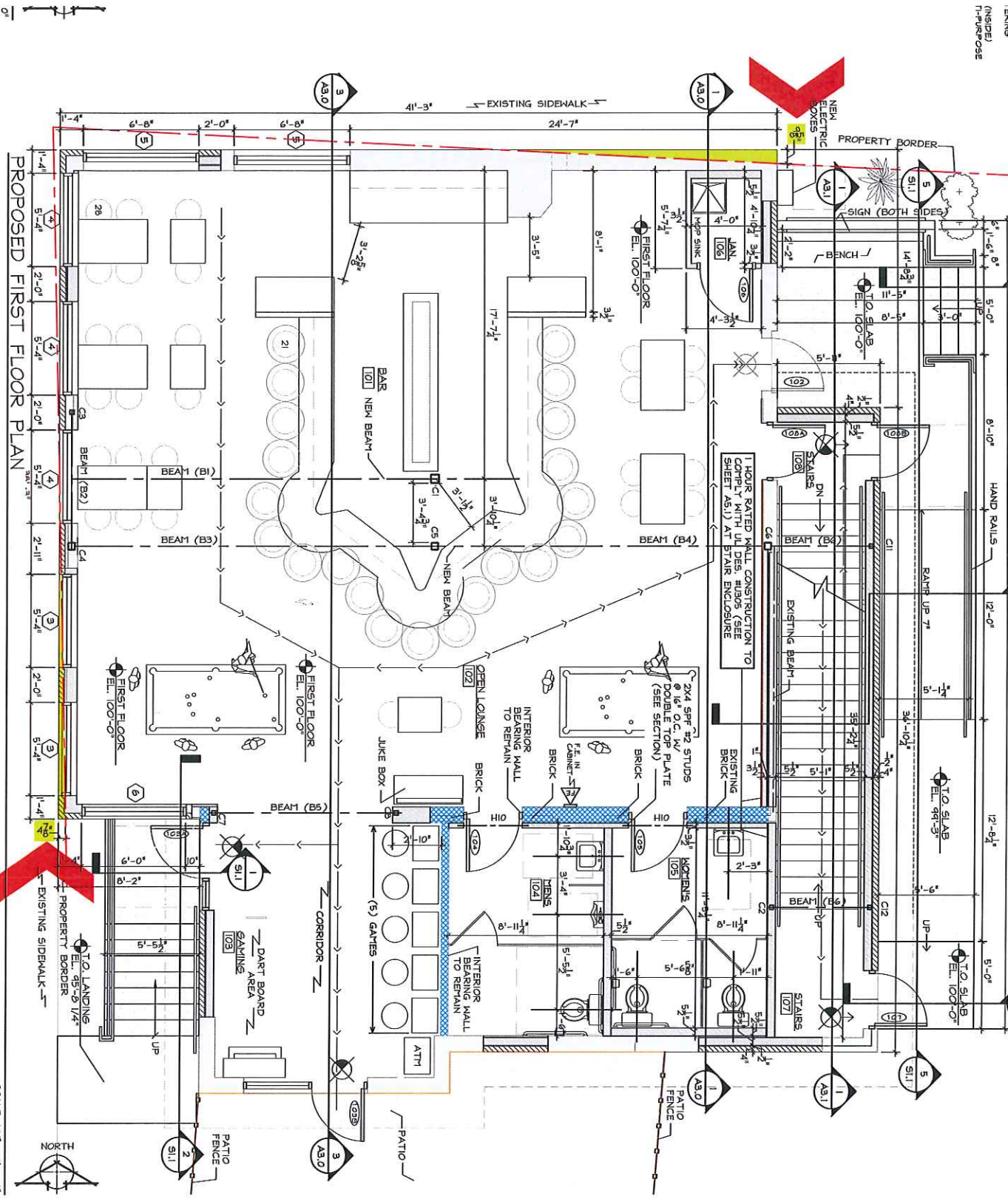
##### School Zone Flasher & RRFB Controls

- DirecTime (TAPCO)

- FIRE EXTINGUISHER  
CLASS A, 2.1 GALLON  
MULTI-PURPOSE DRY  
CHEMICAL, MODEL  
#MP20, 20B,  
EXTINGUISHER WITH  
BRACKET #1007
- FIRE EXTINGUISHER  
CLASS A, 2.1 GALLON  
MULTI-PURPOSE DRY  
CHEMICAL, MODEL  
#MP20, 20B,  
EXTINGUISHER WITH  
BRACKET #1007
- FIRE EXTINGUISHER  
CLASS A, 2.1 GALLON  
MULTI-PURPOSE DRY  
CHEMICAL, MODEL  
#MP20, 20B,  
EXTINGUISHER WITH  
BRACKET #1007

KEY	
	DEFO WALL
	EXISTING WALL
	NEW WOOD STUD WALL
	NEW BRICK VENEER
	PATH OF EGRESS
	FIRE EXTINGUISHER
	EXIT LIGHT

PLAN SCALE: 1/4" = 1' - 0"



PROPOSED FIRST FLOOR PLAN

PROPOSED ALTERATION FOR:  
**IMAGES BAR**  
APPLETON, WISCONSIN

**BIRSCHBACH ASSOCIATES, LTD.**  
architecture / construction management  
P.O. BOX 1216 Appleton, Wisconsin 54912-1216

DESIGNED BY  
DRAWN BY  
PROJECT NO.  
DATE  
SHEET TITLE

**A1.1**

"ISSUED FOR CONSTRUCTION"

# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

01/01/17 Thru 11/30/17

Report Date: 12/1/2017



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

Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
<b>BUILDING</b>				
	2016	933	79,065,738	310,905.33
	2017	911	173,358,136	295,059.11
		-2.36 %	119.26 %	-5.10 %
<b>DISPLAY SIGN</b>				
	2016	163	1,184,537	4,900.00
	2017	108	629,532	4,530.94
		-33.74 %	-46.85 %	-7.53 %
<b>ELECTRICAL</b>				
	2016	907	13,454,904	136,271.61
	2017	796	13,349,062	126,714.58
		-12.24 %	-0.79 %	-7.01 %
<b>EROSION CNTL</b>				
	2016	48		5,860.00
	2017	41		5,110.00
		-14.58 %	%	-12.80 %
<b>HEATING</b>				
	2016	699	14,356,992	58,476.63
	2017	772	19,279,253	65,361.92
		10.44 %	34.28 %	11.77 %
<b>PLAN REVIEW</b>				
	2016	108		37,895.00
	2017	120		40,087.85
		11.11 %	%	5.79 %
<b>PLUMBING</b>				
	2016	466	5,755,669	43,935.00
	2017	480	5,925,268	46,339.38
		3.00 %	2.95 %	5.47 %
<b>SEWER</b>				
	2016	205	1,782,270	17,261.00
	2017	191	1,871,698	21,566.95
		-6.83 %	5.02 %	24.95 %
<b>WELL</b>				
	2016	4		120.00
	2017	1		40.00
		-75.00 %	%	-66.67 %



# Department of Public Works Inspections Division

## Permit Summary Count YTD Comparison

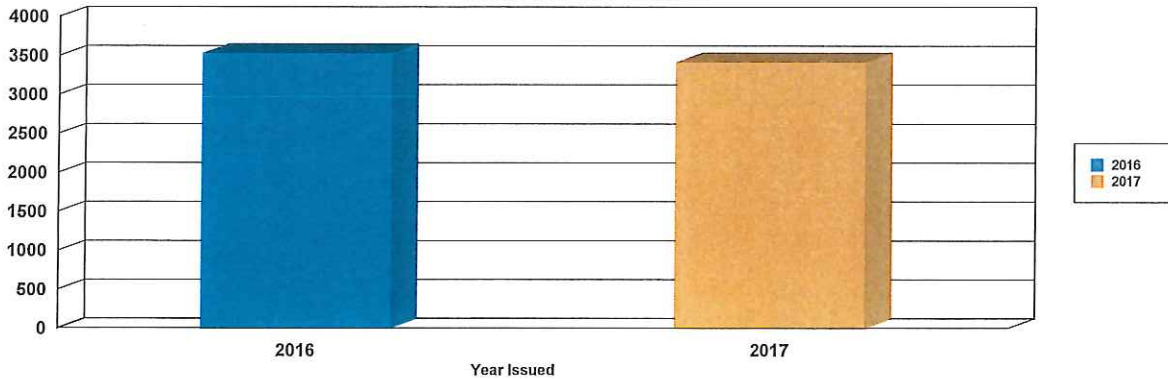
01/01/17 Thru 11/30/17

Report Date: 12/1/2017

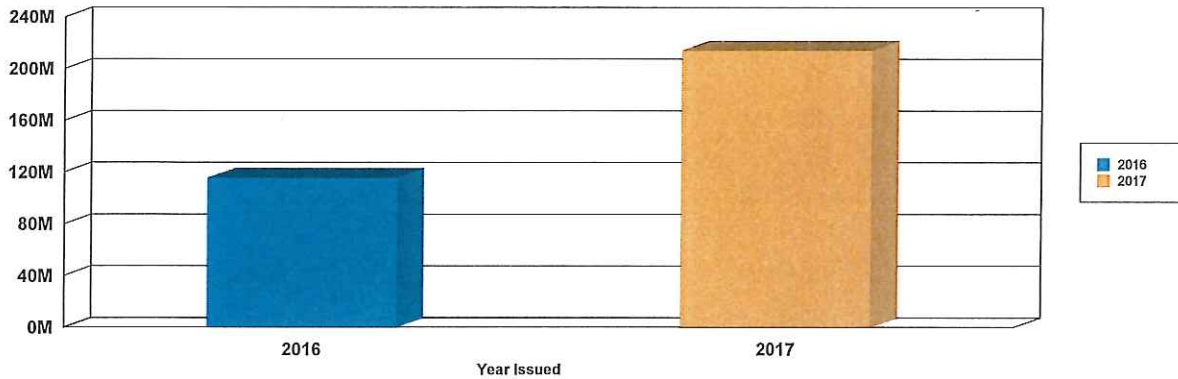


	2016	2017
Permits	3533	3420
Estimated Cost	115,600,110.00	214,412,949.00
Receipt Amount	615,624.57	604,810.73

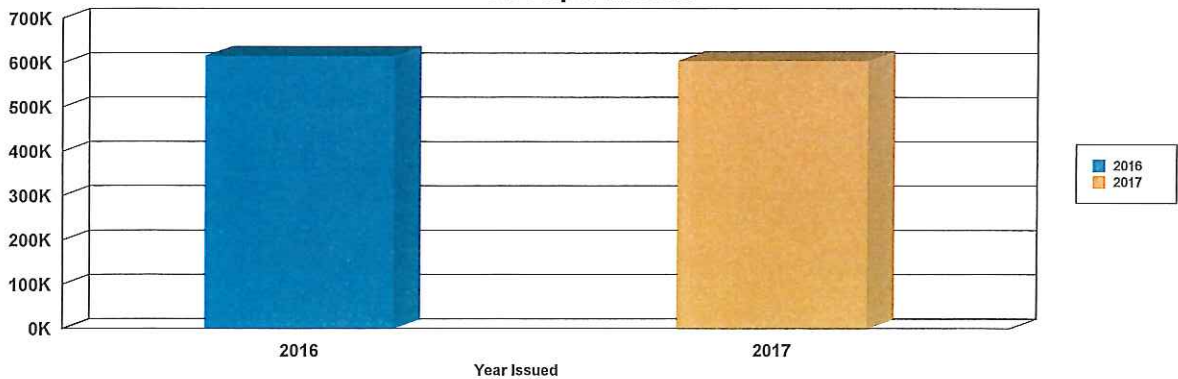
Number of Permits



Estimated Cost



Receipt Amount



City of Appleton  
Parking Utility  
Condensed Income Statement  
For the Eleven Months Ending November 30, 20171  
12/05/17  
16:30:55

November Current Year	November Prior Year	Change From Prior Year	Description	Prior Year YTD Actual	Current Year YTD Actual	Full Year Amended Budget	(Over) Under Budget
31,474	33,894	2,420-	Revenues				
23,386	40,825	17,439-	Fines & Forfeitures	382,037	368,568	505,500	136,932
18,262	58,790	40,528-	Street Meters	456,332	425,641	509,000	83,359
25,352	14,432	10,920	Short-Term Parking	511,013	687,284	684,000	3,284-
324	600	276-	Permit Parking	862,527	988,921	870,000	118,921-
0	0	0	Meter Hoods	14,185	18,312	14,000	4,312-
233	0	233	Other Charges for Service	0	0	0	0
			Other Revenues	2,872	1,474	601	873-
99,031	148,541	49,510-	Total Revenues	2,228,966	2,490,200	2,583,101	92,901
57,731	71,509	13,778-	Expenditures				
1,565	8,009	6,444-	Labor & Benefits	614,856	639,809	755,755	115,946
35,395	30,819	4,576	Supplies & Expenses	44,928	61,987	84,150	22,163
5,791	4,642	1,149	Purchased Services	365,485	361,011	601,375	240,364
45,020	40,465	4,555	Fixed Charges	58,727	67,095	75,490	8,395
			Miscellaneous Expense	445,115	495,220	562,890	67,670
145,502	155,444	9,942-	Total Operating Expense	1,529,111	1,625,122	2,079,660	454,538
46,471-	6,903-	39,568-	Operating Income(Loss)	699,855	865,078	503,441	361,637-
0	4,062-	4,062	Other Revenues				
			Interest Income	9,881	14,021	25,000	10,979
0	4,062-	4,062	Total Other Revenues	9,881	14,021	25,000	10,979
55,297	326,511	271,214-	Other Expenses				
775	775	0	Capital Expenditures	673,335	102,271	182,153	79,882
			Other Financing Uses	1,408,525	1,208,525	1,209,300	775
56,072	327,286	271,214-	Total Other Expense	2,081,860	1,310,796	1,391,453	80,657
102,543-	338,251-	235,708	Change in Fund Equity	1,372,124-	431,697-	863,012-	431,315-



# Great Ideas Implemented in 2017

- Added a pre-wetting brine tank to the sidewalk tractor to help activate the salt and melt snow & ice more efficiently.
- Shared staff between multiple divisions to help cover MSB clerical workload while filling vacancy.
- Created an Employee Recognition Team to plan and organize various employee recognition events.
- Traffic Division loaned their aerial truck to the Forestry Division to help make the winter small tree pruning process safer and more efficient.
- Two operations supervisors studied to become Certified Tree Care Safety Professionals.
- Added additional safety latches to the new HSP snow plow lift chains to prevent the lift chains from coming unhooked during plowing.
- Added a loop hose to the hydraulic coupler at the front of the tri-axle trucks to reduce hydraulic system lockup, which helps make the re-connection process safer and more efficient.
- Labeled all APD Ford Interceptor wire harnesses during equipment installation to help make future repairs and servicing more efficient.
- Changed battery vendors which significantly reduced battery failures in CEA equipment.
- Installed carbide cutting edge plow blades to increase the life of the blades from a few weeks with the old style blades to 3 years with the carbide blades.
- Worked with Fire Department to develop procedures and conduct training for donning and doffing Blood Borne Pathogens PPE.
- Worked with PAC staff to implement Special Event Parking in the Green Parking Ramp.

- Added a liner and applied a snow release chemical to the semi-trailer to significantly improve the safety and efficiency of dumping snow and materials from the truck.
- Conducted a Trailer Safety and Load Securement Training to ensure we are meeting DOT regulations and operating in a safe manner.
- Created a street sweeping map to make the spring sweeping program more efficient and improve communication between the various shifts and divisions involved.
- Applied a "Mastik One" material around manholes that are sticking up above the pavement to help prevent plow damage and plow operator injury.
- Developed a custom curb box part ("slider") to help perform repairs more efficiently compared to digging and replacing the entire curb box.
- CEA fabricated custom water distribution valve parts that can no longer be purchased through a vendor, resulting in a cost savings to the City.
- Switched to a new vending machine service that offers a wider selection of products, healthier snack options and convenient payment methods.
- Added private lead water service information into the GIS map to make this information easily accessible for staff and available for customers.
- Starting using a custom squeegee for crack filling streets which has made the process more efficient and reduced material usage by over 35%.
- Started using detack spray on the crack filler tar which is cheaper and faster than using other materials (toilet paper) and also allows traffic to drive on the streets almost immediately after application.
- Utilized the concrete mill on Calumet Street to level out the raised concrete road panels. This process was an effective and very cost efficient method compared to hiring a contractor to make the repairs.
- Utilized the traffic line grinder to grind sidewalk trip hazards which is a more ergonomic, safer and efficient tool for this process.
- Attached carbide blocks on the nose of the Tink Claw buckets to reduce wear and extend the life of the unit.

- Installed strobe lights to all forklifts to make them more visible in low light areas.
- Installed strobe lights to the water constructions trailers and wired them to come on automatically when the truck warning lights are turned on.
- Fabricated a steel wedge to use when sawing concrete to prevent pinching and damaging the road saw blade.

# Appleton's 2018 Sidewalk Poetry Program

## PURPOSE

The City of Appleton's Department of Public Works is entering our fifth year of a new and exciting venture. The idea (created by Saint Paul's City Artist in Residence, Marcus Young) is to transform the city's sidewalks into an open poetry book. By using our current sidewalk maintenance program and stamping poems into sidewalk squares throughout the city, we can create everyday moments of open-air reading for our residents!

## PROCESS

Sidewalk poetry is stamped in sidewalks on city-owned property (adjacent to parks, city-owned buildings, etc.) and public sidewalks in neighborhoods throughout the City. A map of all current poem locations can be found on the City's webpage.

The City is once again soliciting original poetry from Appleton residents and will select up to 5 poems to install as part of the annual Sidewalk Poetry Program. Poems must be submitted by February 23, 2018 to [paula.vandehey@appleton.org](mailto:paula.vandehey@appleton.org). Selected poems will be announced on March 21, 2018.

## GUIDELINES

- All residents of Appleton and students of the Appleton Area School District are eligible to submit their original poetry.
- Poems can be previously published or unpublished, as long as it is original work by the entrant.
- Applicants may submit one poem per year.
- Subject matter must be appropriate for the general public.
- Poems must fit within a maximum of 10 lines (including title), 35 characters per line including spaces, and 225 characters overall including spaces.
- All poems are reviewed for appropriateness for this program.