



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Tuesday, February 27, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-0244](#) Approval of the February 13, 2018 Utilities Committee Meeting Minutes.

Attachments: [February 13, 2018 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[18-0175](#) A Resolution authorizing the Department of Public Works to enter an Urban Nonpoint Source & Storm Water Management Program Grant agreement with the Wisconsin Department of Natural Resources for construction of the Leona Street Stormwater Pond.

Attachments: [Leona St Pond UNPSSW Grant Resolution Memo for 02-13-2018 Util Cmte FIN Gov Responsibility Resolution Appleton Leona Pond final.pdf](#)

Legislative History

2/13/18 Utilities Committee recommended for approval

[18-0246](#) Award Unit K-18 Native Landscape Management Contract to Applied Ecological Services, Inc. in an amount not to exceed \$148,099.40.

Attachments: [K-18 contract award util memo final 02-19-2018.pdf](#)

6. **Information Items**

[18-0245](#)

Change Order #1 from LC United Painting Company, Inc. in the amount of \$11,175 for the Northeast Reservoir Painting Project resulting in the construction contract being reduced from \$569,000 to \$557,825. This item will also be an Information Item at the Finance Committee meeting.

Attachments: [Change Order 1 Northeast Reservoir 02-21-18.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.

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

Tuesday, February 13, 2018

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chairperson Dannecker called the Utilities Committee meeting to order at 5:00 p.m.

2. Roll call of membership

Present: 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

3. Approval of minutes from previous meeting

[18-0173](#)

Approval of the January 23, 2018 Utilities Committee Meeting Minutes.

Attachments: [January 23, 2018 Utilities Committee Meeting Minutes.pdf](#)

Baranowski moved, seconded by Dvorachek, that the Minutes be approved.

Roll Call. Motion carried by the following vote:

Aye: 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

4. Public Hearings/Appearances

5. Action Items

[18-0174](#)

A Resolution authorizing the Department of Public Works to enter a Municipal Flood Control Grant agreement with the Wisconsin Department of Natural Resources for construction of the Leona Street Stormwater Pond.

Attachments: [Leona St Pond MFC Grant Resolution Memo for 02-13-2018 Util Cmte FINAL.pdf](#)

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

Aye: 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

[18-0175](#)

A Resolution authorizing the Department of Public Works to enter an Urban Nonpoint Source & Storm Water Management Program Grant agreement with the Wisconsin Department of Natural Resources for construction of the Leona Street Stormwater Pond.

Attachments: [Leona St Pond UNPSSW Grant Resolution Memo for 02-13-2018 Util Cmte FINAL.pdf](#)

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

Aye: 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

6. Information Items

[18-0176](#)

Approve 2018 Budget adjustment for sanitary sewer lift station and forcemain design per North Edgewood Estates Development Agreement. This item will be an Action Item at the Finance Committee meeting of February 12, 2018.

Attachments: [Finance Memo - North Edgewood Estates.pdf](#)

This item was presented.

7. Adjournment

Baranowski moved, seconded by Dvorachek, that the Utilities Committee be adjourned at 5:02 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Dannecker, Baranowski, Meltzer, Reed and Dvorachek

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

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

DATE: February 6, 2018

RE: A Resolution authorizing the Department of Public Works to enter an Urban Nonpoint Source & Storm Water Management Program Grant agreement with the Wisconsin Department of Natural Resources for construction of the Leona Street Stormwater Pond.

The Department of Public Works intends to apply for a UNPS&SW with Wisconsin Department of Natural Resources for the Leona Street Stormwater Pond Construction in March, 2018. WDNR requires the grant application to be accompanied by the following resolution:

A RESOLUTION authorizing the submittal of a state grant application by the City of Appleton and the subsequent appropriation of City funds for an Urban Nonpoint Source & Storm Water Management Program – Construction Grant (UNPS&SW Grant), as administered by the Wisconsin Department of Natural Resources for the Leona Street Storm Water Pollution Control project.

WHEREAS the City of Appleton is qualified, willing and able to carry out all activities described in the state grant application; and,

WHEREAS in this action the City of Appleton City Council has declared its intent to conduct the UNPS&SW Grant project described in the application; and,

WHEREAS the City of Appleton will allow employees from the Department of Natural Resources access to inspect grant project sites; and,

WHEREAS the City of Appleton will maintain records documenting all expenditures made during the UNPS&SW Grant project; and,

WHEREAS the City of Appleton will submit a final report to the Department which describes the Leona Street Storm Water Pollution Control project activities, achievements and data collected, and documentation of the project costs.

IT IS THEREFORE RESOLVED THAT:

The City of Appleton City Council requests the funds and assistance available from the Wisconsin Department of Natural Resources under the UNPS&SW Grant Program and will comply with state rules for the program, and,

HEREBY AUTHORIZES the authorized representative, the Director of Public Works, to act on behalf of the City to submit an application to the State of Wisconsin for financial aid for stormwater pollution control purposes, sign documents, and take necessary action to undertake, direct, and complete an approved pollution control control project.

Adopted this day _____ of _____, 20____

By a vote of : _____ in favor, _____ against, and _____ abstain

BY: _____ (*secretary/clerk*) of

City of Appleton.

City of Appleton, WI
GOVERNMENTAL RESPONSIBILITY RESOLUTION
FOR RUNOFF MANAGEMENT GRANTS

WHEREAS, the City of Appleton, WI is interested in acquiring a
(governmental unit applicant)

Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project:

THEREFORE, BE IT RESOLVED, that City of Appleton, WI
(applicant)

HEREBY AUTHORIZES the Director of Public Works, Public Works Department to act on
(position title) (department)

behalf of the City of Appleton, WI to:
(applicant)

Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
Sign and submit reimbursement claims along with necessary supporting documentation;
Sign and submit interim and final reports and other documentation as required by the grant agreement;
Sign and submit an Environment Hazards Assessment Form, if required; and
Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Appleton, WI shall comply with all state
(applicant)

and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this _____ day of _____, 20____.

I hereby certify that the foregoing resolution was duly adopted by _____ at a legal meeting on ____ day of __, 20____.

Authorized Signature: _____ **Title:** _____
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)

IMPORTANT NOTE: *The DNR expects the individual in the position authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, fulfilling the requirements of the grant agreement, carrying out acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting final report, grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance).*

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-18 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$148,099.40.

DATE: February 20, 2018

The Department of Public Works recommends award of the K-18 Native Landscape Management Contract to Applied Ecological Services, Inc. (AES), in an amount not to exceed \$148,099.40 (budget \$167,788).

The following tasks are included in this contract:

Native Vegetation Maintenance and New Installation at City Stormwater Ponds and Channels

- 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 areas and new sites.
- Maintain pond aerators.

In addition to work at DPW sites, the proposed contract amount includes \$3,787.71 of work at Facilities Department sites, to be paid by Facilities Department through interdepartmental agreement.

The Department of Public Works requests that the Utilities Committee approve a contract with AES, which was the 2017 contractor, for these services. This request is consistent with the approved 2018 stormwater budget, the March 15, 2017 Unit K-17 approval by the Common Council, and the March 2017 award memo by the Department of Public Works requesting use of AES as its consultant/contractor for native landscaping through 2021, subject to contractor performance in the prior year and annual contract approval.

AES performed well as the 2017 contractor, demonstrating good customer service, expertise, and cost-effectiveness. The proposed price for Unit K-18 represents a 2.4% price decrease compared to the contract price if AES's 2017 unit prices were applied.

Therefore the Department of Public Works recommends awarding Unit K-18 Native Landscape Management to Applied Ecological Services in an amount not to exceed \$148,099.40.



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

Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
920-997-4200 tel.
920-997-3240 fax

TO: Chairperson Kathy Plank and Members of the Finance Committee

CC: Chairperson Greg Dannecker and Members of the Utilities Committee

FROM: Utilities Director Chris Shaw

DATE: Wednesday, February 21, 2018

RE: *Change Order #1 from LC United Painting Company, Inc., in the amount of (\$11,175) for the Northeast Reservoir Painting Project resulting in the construction contract being reduced from \$569,000 to \$557,825*

BACKGROUND

The Northeast Reservoir Project consisted of painting the interior and exterior of the City's 3 million gallon reservoir in the North Pressure Zone. The project also provided mixing on either side of the interior curtain wall. This project has come to completion with the exception of minor landscape damage in the south lawn.

CHANGE ORDER #1

Change Order #1 is the final change order for the project. The credit allows for damage due to the grass area on the west side of the plant. The damage is a result of having large trailers and equipment located in that area during the project. In addition, not all allowances were used for items such as epoxy, pit welding, etc. As such, the City has reduced these items from the contract cost.

SUMMARY

The Northeast Reservoir Painting Project has come to completion. The warranty period has begun. If you have any questions, regarding this project please contact me at 997-4200.