



City of Appleton

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

Meeting Agenda - Final Utilities Committee

Tuesday, June 23, 2020

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[20-0755](#) Approval of the June 9, 2020 Utilities Committee Meeting Minutes.

Attachments: [June 9, 2020 Utilities Committee Meeting Minutes](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[20-0756](#) Award the Ridgeway Tower Project to TMI Inc., in the amount of \$174,000 with a 10% contingency of \$17,400 for a project total not to exceed \$191,400.

Attachments: [Ridgeway Tower Project 06-16-20.pdf](#)

[20-0757](#) Request to sole source contract to Patrick Engineering for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 4, for a contract fee of \$195,000 and a contingency of 5% to not exceed a total contract of \$204,750.

Attachments: [2020 Electrical Distribution System Upgrades Design for Substations and 5kv ca](#)

6. **Information Items**

[20-0778](#) Discussion on Service Lines Warranty of America recent mailing

[20-0787](#) Biosolids Compost discussion

[20-0758](#)

Monthly Reports - May 2020
-Water Distribution and Meter Team Monthly Report

Attachments: [Water Main Breaks May 2020.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.



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Meeting Minutes - Final Utilities Committee

Tuesday, June 9, 2020

5:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Roll call of membership

Present: 5 - Meltzer, Fenton, Otis, Prohaska and Smith

3. Approval of minutes from previous meeting

4. Public Hearings/Appealances

5. Action Items

[20-0630](#)

Elect a Vice-Chair for the Utilities Committee.

Aldersperson Smith was elected Vice Chairperson. 5-0

[20-0631](#)

Designate a "contact person" who can answer specific questions about agenda items for the Utilities Committee.

Directors Vandehey and Shaw were designated as contacts for questions on agenda items.

[20-0632](#)

Set a Meeting Date and Time for the Utilities Committee to meet.

The Utilities Committee will continue to meet the Tuesday following Common Council at 5:00pm. 5-0

6. Information Items

[20-0633](#)

2020 Water Treatment Facility Power Generation Test

Attachments: [200602 Utilities Memo - 2020 WPPI Test and Payment.pdf](#)

This item was presented.

[20-0634](#)

Biosolids Compost History Presentation

This item was presented.[20-0635](#)Monthly Reports - April 2020
- Water Distribution and Meter Team Monthly Report**Attachments:** [Water Main Breaks April 2020.pdf](#)*The report was reviewed.*[20-0640](#)

Update on Service Line Warranties of America mailing to Appleton residents.

Attachments: [Service Line Warranties of America.pdf](#)*This item was discussed.*

7. Adjournment

Smith moved, seconded by Otis, that the Utilities Committee meeting be adjourned at 5:58 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Fenton, Otis, Prohaska and Smith



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

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
920-832-5949 fax

TO: Chairperson Vered Meltzer and Members of the Utilities Committee

FROM: Chris Shaw, Utilities Director

DATE: June 16, 2020

RE: *Award the Ridgeway Tower Project to TMI Inc., in the amount of \$174,000 with a 10% contingency of \$17,400 for a Project Total not to exceed \$191,400*

BACKGROUND:

The Appleton Water Utility elevated storage inventory includes the Ridgeway Tower. This is the City of Appleton's smallest elevated tank with a capacity of 300,000 gallons. The tank was constructed in 1986. To date, the tank has had minimal maintenance costs other than scheduled cleanings and regulatory inspections. However, during the most recent regulatory inspection it was noted that several maintenance items needed to be attended to with the objective of preserving tank integrity.

The tank was last painted in 2005 and has recently seen isolated coatings failures and the formation of corrosion. To prevent the spread of corrosion, the tank needs to be properly prepared and spot painted. The tank electrical system is due for upgrades which include the replacement of the original cathodic protection system. Regulatory upgrades for this spheroid tank include the addition of a failsafe vent at the tower bowl. Modifications to the tower valve vault are suggested which include a blower to introduce air into the confined space. Other improvements include valving and insulation. A total of \$8,000 is allocated for allowances that correct any steel structure damages.

A Request for Quotation (RFQ) was developed to invite contractors to propose on the project. A complete set of bidding documents were compiled including engineering drawings. The RFQ was sent to six contractors that complete water tower projects.

BIDDING PROCESS:

On June 11, 2020, a single bid was received for the project. The bid received from TMI Inc., with a cost of \$174,000. Their quote included a bidders proof of financial responsibility and a bid bond of 5% of the project quote.

FUNDING SOURCE:

The funding source for this project can be found in the 2020 Water Utility Operations and Maintenance Budget. The utility had identified \$350,000 for total project funding which includes both engineering (i.e., \$33,800 Strand Associates contract) and contractor costs. Due to the good condition of the interior wet portion of the tank, a full recoating will not be necessary until 2025.

RECOMMENDATION:

I recommend award of Ridgeway Tower Project to TMI Inc., in the amount of \$174,000 with a 10% contingency of \$ 17,400 for a Project Total not to exceed \$191,400. If you have any questions regarding this project, please contact Chris Shaw at ph: 832-5945



"...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: Utilities Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: June 23, 2020

Re: Action: Request to sole source contract to Patrick Engineering for professional services needed to complete the Wastewater Electrical Distribution Upgrades Phase 4, for a contract fee of \$195,000 and a contingency of 5% to not exceed a total contract of \$204,750.

This memo is a request to sole source a contract to Patrick Engineering to fully design and create construction documents for the Wastewater Electrical Distribution Upgrades Phase 4 project.

This project includes a complete upgrade of the electrical distribution at the Wastewater Plant. The current system is over 40 years old and the plant has experienced so many changes that an upgrade is necessary to continue operation and to ensure dependability of the plant.

Due to the size and complexity of this project it was broken into multiple phases over multiple years. The City of Appleton selected Patrick Engineering for the entire project. Phase 4 will cost \$195,000 for design and construction management fees which is competitive for this type of work which includes: Bid Review, Approval Drawing Review, Power System Study, Factory Acceptance Testing, Commissioning of all Components, Arch Flash Study, Assistance with Startup, and Onsite Construction Oversight Services. On a large complex multi-year project the process of issuing contracts is different than issuing a one-time contract. In this case PRFMD and the Utilities Department fully evaluated and selected a company from the beginning to see the City through the entire project. The City issues contracts as the work is being performed year to year to align with the City of Appleton's budget. Unless the design firm does not deliver, meet expectations, or their fees are not in alignment with previous contracts, the City will sole source the contracts until the work is completed. For the project to be successful it is necessary to only have one design firm involved from beginning to end.

Patrick Engineering has an unsurpassed knowledge of the current electrical system from the four previous projects and the design work completed to date. Based upon Patrick Engineering's previous experience along with the proposals and selection process from the two previous years, PRFMD is requesting sole sourcing. PRFMD believes that the department's choice of Patrick Engineering will ensure that the investment is fully maximized based on their past work and continued continuity throughout a highly complex and technical project.

RECOMMENDATION:

Award Wastewater Electrical Distribution Upgrades Phase 4 professional services to Patrick Engineering in the amount of \$195,000 with a contingency of 5% only to be utilized as needed.

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

WATER MAIN BREAK/JOINT LEAK REPORT MAY

YEARLY WATER MAIN BREAK COMPARISON

<u>MAY 19</u>	<u>MAY 20</u>	<u>YTD 19</u>	<u>YTD 20</u>
4	3	46	40

LOCATION	WORK ORDER	TYPE OF PIPE	SIZE	YEAR	BREAK	ESTIMATED DURATION	ESTIMATED WATER LOSS IN GALLONS	DOLLAR VALUE OF WATER REVENUE LOSS**
Witzke Blvd.	270417	CIP	8"	1971	12" Split	7 Days	316,660	\$1,925.29
3111 E. Rail Rd.	270973	DIP	12"	1978	4" Hole	4 Hours	572,568	\$3,481.21
Melrose & Helen	271400	CIP	6"	1953	3" Hole	4 Hours	317,914	\$1,932.92

**Water Loss is calculated at the residential rate of \$6.08 per 1000 gallons.