



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
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MEMORANDUM

Date: June 4, 2026

To: Chairperson Denise Fenton and Members of the Finance Committee

From: Chris Stempa, Utilities Director

CC: Ryan Rice, Utilities Deputy Director
Jeri Ohman, Enterprise Accounting Manager

Subject: Information: Change Orders #5 through #8 to August Winter & Sons, Inc. contract as part of the Appleton Wastewater Treatment Plant 2025 L-Building HVAC and Receiving Station Upgrades Project totaling \$116,526 resulting in a decrease in contingency from \$386,084 to \$269,558

BACKGROUND

On March 5, 2025 Common Council approved a contract to August Winter & Sons, Inc. for the Appleton Wastewater Treatment Plant (AWWTP) in the amount of \$3,969,472 with a 12% contingency of \$476,337 for a project total not to exceed \$4,445,809. The AWWTP L-Building HVAC and Receiving Station Upgrades Project replaces the aging 30-year-old HVAC system and integrates it with steel repairs and recoating of Dissolved Air Floatation Thickener (DAFT) Tank #3. It also includes major improvements to the hauled waste receiving area, including new tank covers, mixers, coatings, and added offloading redundancy. Because the HVAC design is directly tied to receiving station upgrades (e.g. odor control) both efforts were combined into a single project to improve efficiency, reduce duplication, and address longstanding operational needs.

CHANGE ORDERS

The change order tasks summarized within Table 1 on the following page represent work added to the original contract scope of work (per Section IV P of the Procurement and Contract Management Policy) or deleted from, which alters the original contract amount. Change Orders #1 through 4 were previously presented to the Finance Committee on January 12, 2026.

Table 1: Change Order (CO) Summary

CO#	Cost	Description
CO#1	\$486	Change louvers from a painted finish to an anodized finish.
CO#2	\$ 23,019	Provide new exhaust fan, removable cottonwood screens for louvers, and duct access door.
CO#3	\$49,727	The total cost to reline feed sludge well, remove and replace 18 2-1/2-inch diameter stiffener pipes, install plate steel in effluent wet well, and cut off drive assembly and patch hole in Receiving Station #1
CO#4	\$17,021	Added data drops for new equipment monitoring and control (\$4,930); addition of a louver and associated modifications for make-up air due to blocked section of existing opening (\$12,091), epoxy coat concrete pump bases (\$954), fabricate covering to close off area by sprockets (\$3,744).
CO#5	\$36,503	Back & front wiper modifications. Header replacement.
CO#6	\$44,396	Replace and raise roof drain piping section above the Receiving Stations and DAFs to allow for additional headroom under the ductwork (\$19,168). Provide additional surface preparation and painting of DAF #3, due to repairs and replacement of corroded steel members (\$25,228).
CO#7	\$9,096	Required coating repairs in DAF #2 following structural steel rehabilitation.
CO#8	\$26,531	Move ERV-1-L to the east to avoid buried electrical conduits (\$11,141). Fire alarm pull box changes at new aluminum entry (\$1,930). Provide three pipe bollards at north end of east side hauled waste unloading station (\$10,605). Provide three disconnect switches and junction boxes for the three motor-operated dampers in the Thickener Room L101 (\$2,855).

TOTAL \$206,779

If you have any questions or require additional information regarding this project, please contact Chris Stempa at 920-832-5945.