



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, Deputy Director of Utilities  
Jeri Ohman, Enterprise Accounting Manager

**Re: Information: Change Orders #7, #8, and #9 to Rohde Brothers, Inc. contract as part of the AWWTP Sludge Piping and Digester Heat Exchanger Replacement Project totaling -\$8,001 resulting in an increase in contingency from \$23,110 to \$31,111**

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### BACKGROUND:

On September 6, 2023 Common Council approved a contract for the Appleton Wastewater Treatment Plant (AWWTP) Sludge Piping and Digester Heat Exchanger Replacement Base Bid with Alternate Bid to Rohde Brothers Inc. in the amount of \$1,612,000 with 15% contingency of \$241,800 for a project total not to exceed \$1,853,800. The change order task described below represents 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 ORDER SUMMARY

Change Orders summarized on the following page reflect the labor and material costs associated with several miscellaneous items that were not included in the original scope of work but were necessary to accommodate new equipment and building features, replace components found to be in deteriorated condition, address or improve work safety, or remove elements that were no longer required following project upgrades. Total change order amounts less than \$50,000 are defined as "informational" per the city's Procurement and Contract Management Policy. Change Orders greater than \$50,000 are brought forward to Finance Committee for recommendation then followed by Common Council for formal authorization.

**Table 1: Change Order (CO) Summary**

<b>CO#</b>	<b>Cost</b>	<b>Description</b>
CO#1	\$9,730	Provide and install three (3) additional plug valves
CO#2	\$33,220	Fabricate shell and tube primary digester heat exchanger in lieu of inner tube only.
CO#3	\$17,501	Demo existing fiberglass insulation and provide new rigid insulation (\$3,516); Replace 10 butterfly valves (\$13,985)
CO#4	\$31,269	Patch spalled concrete, inject cracks, and paint ceiling of MK Tunnel
CO#5	\$15,723	Replace Flushing valve (\$1,856); provide new replacement saddle (\$432), and replace existing ductile iron sludge pipe sections with new stainless steel spool sections between lower digester circulation pump room and lower elevation beneath each anaerobic digester (\$13,435).
CO#6	\$111,247	Provide disconnects for sludge recirculation pumps in MK tunnel; demolish unused sludge transfer pump and piping; provide new seal water booster pump, and replace heat exchanger hot water 3-way blend valves with new electric actuated valves; no cost change extend final completion.
CO#7	-\$14,280	DEDUCT: Provide fiberglass insulation instead of foam glass insulation on HEXs
CO#8	\$6,279	Provide and install SS disconnect for HEX pump
CO#9	\$0	Extend final completion to June 4, 2026.

**TOTAL \$210,689**

The final pay application was recently submitted for processing after reaching Final Completion which effectively closed this project out.

Please contact me at 920-832-5945 if you have any questions or require additional information regarding this project.