



City of Appleton

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

Meeting Agenda Finance Committee

Monday, November 22, 2021

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[21-1621](#) October 25, 2021 Finance Committee minutes

Attachments: [MeetingMinutesOct-25-2021-08-01-00.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[21-1622](#) Request to award the City of Appleton's 2021 Wastewater Lighting Upgrades project to Van Ert Electric Co, Inc in the amount of \$83,450 with a contingency of \$6,000 for a project total not to exceed \$89,450

Attachments: [2021 Wastewater Lighting Upgrades.pdf](#)

[21-1623](#) Request to award the City of Appleton's Green Ramp Light Fixture Installation project contract to Van Ert Electric Co, Inc in the amount of \$84,500 with a contingency of \$5,507 for a project total not to exceed \$90,007

Attachments: [2021 Green Ramp Light Fixture Installation rev 2.pdf](#)

[21-1624](#) Request to approve write-off of obsolete and no longer need parts from inventory

Attachments: [Inventory memo November 2021.pdf](#)

[WW Inventory Write off List.pdf](#)

[Water Inventory Write off List.pdf](#)

[21-1639](#) Request to approve Contract Amendment / Change Order No. 1 to contract 25-21, Unit W-21 Sewer and Water Reconstruction No. 1 for installation of a water quality storm structure at Reid Golf Course in the amount of \$16,300 resulting in no change to contract contingency. Overall contract increases from \$3,290,297 to \$3,306,597

Attachments: [Unit W-21 Contract Amendment & Change Order No. 1.pdf](#)

[21-1640](#) Request to approve Change Order No. 1 to contract 73-21, Unit E-21 Miscellaneous Concrete & Street Excavation Repair, for adjustments to project funding based on final measured quantities in the amount of \$12,977. The change order reduces contingency from \$33,000 to \$20,023. Overall contract amount remains unchanged

Attachments: [Unit E-21 Change Order No. 1.pdf](#)

6. Information Items

[21-1625](#) Contract 55-21 was awarded to Alfson Excavation LLC for \$200,000 for Mini Storm Sewer Construction. Payments issued to date total \$78,913.65. Request final payment of \$120,410.85

[21-1626](#) Contract 33-21 was awarded to Elmstar Electric Corporation for the 2021 Pierce Park Lighting Phase 2 project in the amount of \$113,679 with a contingency of \$11,368. One change order was issued in the amount of \$2,064 to add additional underground utility locates by means of hydro-excavation. Payments to date total \$67,010.78. Request to issue the final contract payment of \$48,731.57

[21-1627](#) Contract 110-21 was awarded to Northeast Asphalt, Inc for the 2021 Parks Hardscapes - AMP Roads Reconstruction Project in the amount of \$183,903 with a contingency of \$14,713. One change order was issued in the amount of \$14,388 to add drain tile underneath the pavilion along with additional stormwater connections. No payments have been issued to date. Request to issue the final contract payment of \$198,290.50.

[21-1631](#)

The following 2021 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$30,000
Administration Expenses	+\$ 6,100
Children's Services Expenses	+\$ 7,400
Public Service Expenses	+\$ 500
Community Partnership Expenses	+\$15,000
Materials Management Expenses	+\$ 1,000

to record funds received from the Friends of the Appleton Public Library

General Fund - Library

Reimbursements - OWLS	+\$ 1,909
Community Partners - Supplies	+\$ 844
Children's Services - Supplies	+\$ 1,025
Administration - Training	+\$ 40

to record expense reimbursements from OWLS

General Fund - Library

Grants and Donations	+\$ 2,000
Community Partners - Supplies	+\$ 1,000
Community Partners - Purchased Services	+\$ 1,000

to record WiLS Digital Readiness Grant

General Fund - Library

Grants and Donations	+\$ 1,000
Children's Services - Purchased Services	+\$ 1,000

to record UW-Madison East Asia in Wisconsin Grant

[21-1638](#)

Library Design Update

Attachments: [2021 Library Update \(November\).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.

Any questions regarding this agenda, please contact Tony Saucerman at (920) 832-6440.