



City of Appleton

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

Meeting Agenda - Final Finance Committee

Monday, May 23, 2022

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-0710](#) May 9, 2022 and May 18, 2022 Finance Committee meetings minutes

Attachments: [MeetingMinutes May 9-2022-12-59-24.pdf](#)
[MeetingMinutes May 18-2022-01-02-51.pdf](#)
4. **Public Hearings/Appearances**
5. **Action Items**

[22-0711](#) Request to approve the 2023 Special Assessment Policy

Attachments: [2023 Assessment Policy.pdf](#)

[22-0712](#) Request to award Unit H-21 Redundant Raw Water Line to PTS Contractors, Inc in the amount of \$4,875,000 with a 10.3% contingency of \$500,000 for a project total not to exceed \$5,375,000

Attachments: [Award of Contract Unit H-21.pdf](#)

[22-0713](#) Request to approve Contract Amendment/Change Order No. 3 to contract 133-21, Unit U-21 Apple Creek Ct & Plamann Park S&W Construction for additional quantities of tree removal and gravel backfill to facilitate sewer construction in the amount of \$64,293 resulting in no change to contract contingency. Overall contract increases from \$3,999,181 to \$4,063,474

Attachments: [Unit U-21 Change Order No. 3.pdf](#)
6. **Information Items**

[22-0714](#) Contract 124-21 was awarded to Merit Construction Services, Inc for \$136,650 with a contingency of \$6,833 for Structural Repairs of the Green Ramp Northwest Stair Tower. Payments issued to date total \$129,817.49. Request final payment of \$6,832.50

[22-0715](#) Change Order No. 3 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$10,495 for the replacement of tank carbon steel header to stainless steel resulting in a decrease of contingency from \$13,115 to \$2,620

Attachments: [Change Order 3 DAF to Receiving Station 05-10-22.pdf](#)

[22-0716](#) Contract 6-21 was awarded to Great Lakes Mechanical, Inc for the MSB Garage HVAC Upgrades project in the amount of \$819,780 with a contingency of \$81,979. Three change orders were issued totaling \$53,696 to modify the roof framing structural steel, add data drops to all control panels, and install two additional IR heaters. Payments to date total \$860,233.47. Request to issue the final contact payment of \$13,242.41

[22-0717](#) Request to Over Hire Payroll Coordinator (appears on the Human Resources/Information Technology Committee agenda as an action item)

Attachments: [Payroll Coordinator - Over-Hire Request.pdf](#)

[22-0718](#) Request to Over Hire Purchasing Manager (appears on the Human Resources/Information Technology Committee agenda as an action item)

Attachments: [Purchasing Manager - Over-Hire Request.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 regarding this agenda, please contact Director Jeri Ohman at (920) 832-5742.



City of Appleton

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Meeting Minutes Finance Committee

Monday, May 9, 2022

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Roll call of membership

Present: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

3. Approval of minutes from previous meeting

[22-0620](#)

April 25, 2022 Finance Committee meeting minutes

Attachments: [MeetingMinutes Apr-25-2022-09-43-22.pdf](#)

**Siebers moved, seconded by Meltzer, that the Minutes be approved. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

4. **Public Hearings/Appearances**

[22-0621](#)

Brad Viegut from Baird presentation on the 2022 General Obligation Notes and the Sewerage System Revenue Bonds Sales

Attachments: [2022 Baird Finance Presentation 05.09.22.pdf](#)

Brad Viegut from Baird presented and discussed

5. **Action Items**

[22-0622](#)

Request for Finance Director to sell \$15,530,000 of General Obligation Promissory Notes

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[22-0623](#)

Request for Finance Director to sell \$11,460,000 Sewerage System Revenue Bonds

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[22-0624](#)

Request to approve application for fiscal year 2022 Federal 5339(b) funds in the amount of \$18,000,000 for the Whitman Avenue facility renovation project

Attachments: [FCTC 5339 Grant application memo 2022.pdf](#)

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[22-0641](#)

Request to approve purchase of CT cabinet and switchgear for the Appleton Public Library from Faith Technologies for a cost of \$156,075

Attachments: [2022 Library Electrical.pdf](#)

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[22-0642](#)

Request to approve Amended Relocation Order

Attachments: [0938 - Memo & Amended Relocation Order.pdf](#)

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

6. Information Items

[22-0626](#)

Contract 110-19 was awarded to Highway Landscapers for \$581,163 with a contingency of \$58,116 for Bear Creek Culvert & Spartan/Sommers Retaining Wall. Payments issued to date total \$547,056.60. Request final payment of \$20,234.96

This final contract payment request was presented

7. Adjournment

**Siebers moved, seconded by Fenton, that the meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton



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Meeting Minutes Finance Committee

Wednesday, May 18, 2022

6:30 PM

Council Chambers, 6th Floor

SPECIAL

1. Call meeting to order

Meeting called to order at 6:30pm

2. Roll call of membership

Present: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

4. **Public Hearings/Apearances**

[22-0676](#)

Brad Viegut from Baird presentation on the results of the 2022 General Obligation Notes and Sewerage System Revenue Bonds Sales

Brad Viegut presented and discussed

5. **Action Items**

[22-0677](#)

Request to approve a resolution authorizing and providing for the sale and issuance of \$15,530,000 General Obligation Promissory Notes, Series 2022 and all related details.

Attachments: [Appleton 2022 G.O. Promissory Notes - Award Resolution.pdf](#)

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

[22-0678](#)

Request to approve a resolution authorizing and providing for the sale and issuance of \$11,710,000 Sewerage System Revenue Bonds, Series 2022 and all related details

Attachments: [Appleton 2022 Sewer Revenue Bonds - Award Resolution.pdf](#)

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

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

6. Information Items

7. Adjournment

**Siebers moved, seconded by Firkus, that the meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 5 - Meltzer, Siebers, Firkus, Van Zeeland and Fenton

CITY OF APPLETON, WI
POLICY FOR SPECIAL ASSESSMENTS 2023

(Draft: For Finance Committee Approval)

I. STREET CONSTRUCTION AND RECONSTRUCTION

A. General Information

		R-1 Zoning		R-2 Zoning		All Other Zoning**	
		New	Rural to Urban Conversion	New	Rural to Urban Conversion	New	Rural to Urban Conversion
CONCRETE PAVEMENT	Max. Width	33'	33'	33'	33'	49'	49'
	Max. Thickness	7"	7"	7"	7"	9"	9"
	Assessed at (%)	75%	75%	100%	100%	100%	100%
	Multiple Frontage Reduction	Yes*	Yes*	Yes*	Yes*	None	None
	Base Assessment Rate	Calculated on an individual street basis using actual bid prices					
(Y=Assessed N=Not Assessed)							
Construction Items		New Concrete		Rural to Urban Conversion		Direct Assessments (in addition to Base Rate)	
Administrative Fees		Y		Y		-	
Property Owner Notification		Y		Y		-	
Concrete Pavement		Y		Y		-	
Curb & Gutter (Integral)		Y		Y		-	
Sawcutting		Y		Y		-	
Fine Grading		Y		Y		-	
Seed & Mulch/Sod		Y		Y		-	
Terrace Restoration		Y		Y		-	
Concrete Driveway Apron		Y		N *		Per bid price	
Trees		Y		Y		\$1.00-\$1.50/front foot	
Miscellaneous Asphalt		N		N		-	
Asphalt - Milling		N		N		-	
Curb & Gutter (miscellaneous)		N		N		-	
Geotextile Fabric		N		N		-	
Stone Base		N		N		-	
Unclassified Excavation		N		N		-	
Erosion Control		N		N		-	
Adjust MH/Inlet Tops		N		N		-	
Asphalt - Miscellaneous		N		N		-	
Asphalt Transitions		N		N		-	
Curb Thimbles		N		N		-	
Drill-in Tie Bars/Dowels		N		N		-	
Driveway Closure		N		N		-	
Inlet Leads		N		N		-	
Maintenance Hole / Inlet Reconstruction		N		N		-	
Maintenance Hole/Inlet Castings		N		N		-	
MH Chimney Seals		N		N		-	
Pavement Marking		N		N		-	
PVC Pipe for sump pumps		N		N		-	
Reinforcing Rods		N		N		-	
Removal - Asphalt		N		N		-	
Removal - C&G		N		N		-	
Removal - Concrete		N		N		-	
Removal - DW Aprons (Conc. & Asp.)		N		N		-	
Removal - Sidewalk		N		N		-	
Repair work from permits		N		N		-	
Repair work from Utility Permits		N		N		-	
Traffic Signals		N		N		-	

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

ASPHALT PAVEMENT (Not including New Subdivisions)		R-1 Zoning		R-2 Zoning		All Other Zoning**	
		After G&G	Rural to Urban Conversion	After G&G	Rural to Urban Conversion	After G&G	Rural to Urban Conversion
	Max. Width	33'	33'	33'	33'	49'	49'
	Max. Thickness	3"	3"	3"	3"	6"	6"
	Assessed at (%)	25%	0%	25%	0%	25%	0%
	Multiple Frontage Reduction	Yes*	Yes*	Yes*	Yes*	None	None
Base Assessment Rate	Calculated on an individual street basis using actual bid prices						

(Y=Assessed N=Not Assessed)				
Construction Items	Asphalt following G&G	Rural to Urban Conversion	Asphalt Reconstruct / Overlay	Direct Assessments (in addition to Base Rate)
Administrative Fees	Y	Y	N	-
Property Owner Notification	Y	Y	N	-
Asphalt Pavement	Y	Y	N	-
Milling	N	Y	N	-
Sawcutting	N	Y	N	-
Curb & Gutter (New/repair)	N	Y	N	-
Fine Grading	Y	Y	N	-
Seed & Mulch/Sod	N	Y	N	-
Terrace Restoration	N	Y	N	-
Concrete Driveway Apron	N	N *	N *	per bid price
Asphalt (miscellaneous)	N	N	N	-
Geotextile Fabric	N	N	N	-
Stone Base	N	N	N	-
Trees	N	N	N	-
Unclassified Excavation	N	N	N	-
Erosion Control	N	N	N	-
Adjust MH/Inlet Tops	N	N	N	-
Curb Thimbles	N	N	N	-
Drill-in Tie Bars/Dowels	N	N	N	-
Driveway Closure	N	N	N	-
Inlet Leads	N	N	N	-
Maintenance Hole / Inlet Reconstruction	N	N	N	-
Maintenance Hole/Inlet Castings	N	N	N	-
MH Chimney Seals	N	N	N	-
Pavement Marking	N	N	N	-
Removal - Asphalt	N	N	N	-
Removal - C&G	N	N	N	-
Removal - Concrete	N	N	N	-
Removal - DW Aprons (Conc. & Asp.)	N	N	N	-
Removal - Sidewalk	N	N	N	-
Repair work from permits	N	N	N	-
Repair work from Utility Projects	N	N	N	-
Traffic Signals	N	N	N	-

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

GRADING & GRAVELING (not including New Subdivisions)	R-1 Zoning		R-2 Zoning		All Other Zoning**		
	New Street	Rural to Urban Conversion	New Street	Rural to Urban Conversion	New Street	Rural to Urban Conversion	
	Max. Width	35'	35'	35'	35'	51'	51'
	Max. Thickness	-	-	-	-	-	-
	Assessed at (%)	100%	0%	100%	0%	100%	0%
	Multiple Frontage Reduction	Yes*	Yes*	Yes*	Yes*	None	None
Base assessment Rate	Calculated on an individual street basis based upon bid prices						
(Y=Assessed N=Not Assessed)		New Street		Rural to Urban Conversion		Direct Assessments (in addition to Base Rate)	
Construction Items							
Administrative Fees		Y		N		-	
Property Owner Notification		Y		N		-	
Fine Grading		Y		N		-	
Seed & Mulch/Sod		Y		N		-	
Erosion Control		Y		N		-	
Sawcutting		Y		N		-	
Unclassified Excavation		Y		N		-	
Stone Base		Y		N		-	
Geotextile Fabric		Y		N		-	
Removal - Asphalt		Y		N		-	
Removal - C&G		Y		N		-	
Removal - Concrete		Y		N		-	
Removal - Sidewalk		Y		N		-	
Miscellaneous Asphalt		N		N		-	
Miscellaneous Curb & Gutter		N		N		-	
Adjust MH/Inlet Tops		N		N		-	
Street Lighting		Y		N		-	
Traffic Signals		N		N		-	

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

B. Calculation Guidelines – Street Construction and Reconstruction

1. Assessments will be levied according to the front foot dimensions of abutting property except as noted.
2. The assessment rate will be the portion (%) of assessable construction costs in accordance with the charts above. Assessments will be reduced proportionately for pavements constructed less than the maximum widths.
3. Public owned property, including lands under the jurisdiction of the Board of Education, Parks and Recreation Committee and other branches of city, churches and private schools and other exempt properties will be assessed 100% of the “all other zoning” assessment rate regardless of the zoning. (BPW 2/2/94) All county, state and federal governments will be exempt from assessment charges. (City Attorney 1/23/14)

4. The assessment rate for alley pavement will be based on the full width of the pavement.
5. The City assumes the entire cost of permanent pavement for all intersections on new construction in areas platted prior to 1/1/04 or after 12/31/14.
6. Driveway approaches shall be constructed at property owner's expense **when**:
 - a. When permanent street surfaces are constructed.
 - b. Where a street has been permanently improved, driveway approaches shall be installed within six months of the completion of the adjacent structure.
 - c. When ordered **to be** installed by the Common Council.
 - d. When a property owner requests approach to be widened, rebuilt or closed.
7. The costs of closing unused driveway openings that are closed in conjunction with the paving program are not directly assessed to the property owner.

Any driveway approach without improved surface shall be paved with a permanent surface in conjunction with a street-paving project. The cost will be assessed to the property.
(S&S 3/3/93 and MSC 9/3/97)

8. The cost of the initial asphalt surface application on a new subdivision gravel street will be billed at the time of official street opening.
9. All asphalt maintenance exclusive of the initial application will be done as general maintenance and at no cost to the abutting property.
10. Assessments for asphalt pavements that are constructed without curb and gutter (City standard) will be calculated by dividing total project cost by assessable frontage.
11. Assessments for trees will be included with paving assessments.
12. If one person owns an entire block as one parcel and the block is zoned R-1 or R-2, the shortest side shall be assessed in full. The remaining sides shall receive up to a 120' discount.
13. On paving projects where there are other contributing sources of funding such as federal, state, or from other units of government, the City rates will be applied. If projected revenue (using the City rates) exceeds the City's share of project costs, then assessment rates will be reduced proportionately so that revenue equals City share of project cost. "City share" of project cost will include, in addition to normal construction costs, items such as right-of-way acquisition, relocation costs, consultant cost, all Department of Transportation administrative and review costs, and any other fees charged by the other participating units of government.
(BPW 1/7/97)
14. When the long side of a corner lot falls on the "bulb" or "mouse ear", the assessment shall be calculated as follows:
 - a. Determine a rate per foot by dividing the lump sum per lot charge by the actual footage of the long side.
 - b. The first 120 feet will be charged 25% of the rate calculated in "a" above. The balance of the frontage will be assessed at 100% of the rate calculated in "a" above. (BPW 1/21/98)

15. The requesting property owner, where permitted, shall pay all additional cost for indented parking.
16. When additional pavement width is required to accommodate on street bike lanes, the extra width beyond what would be required for a standard street design, will not be assessed.
17. Assessments will only be levied on partial or total street reconstruction for those streets that do not meet current City Street or Drainage standards prior to their reconstruction.
18. Calculation Guidelines:
 - a. On multiple frontage lots zoned R-1 or R-2, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet of each side will be assessed at 25% (R-2, 50%) of the assessment rate. The balance of the frontage will be assessed at 100% of the assessment rate.
 - b. On lots having multiple frontages, there will be NO assessment for the frontage to which access is legally precluded or fronts on a naturally occurring access barrier such as a steep incline.
 - c. On inside corner or multiple frontage lots, the side or sides precluded from access are not included in the assessment frontage determination.
 - d. On multiple frontage lots where all sides have equal frontage, the side to be considered the short side is the “Addressed” side.
 - e. On cul-de-sac lots, the abutting property owner shall be responsible for cul-de-sac pavement, overbuild costs including the straightaway portion of the affected property. The assessment will be calculated using total assessable cost divided by the number of properties fully or partially abutting the “bulb” according to the number of originally platted lots.
 - f. On “mouse ear” lots, defined as abutting lots to a widening in the road around a curve but not including lots on a cul-de-sac, the front foot dimensions for assessment calculation will be determined by dividing the square footage of the property by the average depth of the lots in the block.
 - g. For work abutting only part of a parcel’s total frontage, assessments will be calculated based on the partial frontage. The balance will be assessed as work is completed along the remaining frontage.
 - h. Definition of “addressed” side: The street with the house number.
 - i. No corner lot exception will be provided for combined properties that did not meet the corner lot criteria prior to their combination.
19. The Wheel Tax is used **only** for **sidewalk replacement**, reconstructed asphalt and concrete streets. ~~only~~. Not for rural to urban conversion to concrete pavement.
20. Portions of projects funded by TIF and IPLF are not assessable.

II. SIDEWALKS

A. General Information

		R-1 Zoning		R-2 Zoning		All Other Zoning**	
		New	Recon.	New	Recon.	New	Recon.
SIDEWALKS (Not including New subdivisions)	Max. Width	5'	5'	5'	5'	5'	5'
	Max. Thickness	5"	5"	5"	5"	7"	7"
	Assessed at (%)	100%	125%	100%	125%	100%	125%
	Multiple Frontage Reduction	Yes*	Yes*	Yes*	Yes*	None	None
	Base Assessment Rate	Calculated annually based upon the average bid prices for the sidewalk reconstruction, concrete paving reconstruction and asphalt paving reconstruction contracts.					
(Y=Assessed N =Not Assessed)							
Construction Items		New and Reconstruction not meeting replacement criteria		Reconstruction meeting replacement criteria		Individual Rates (if not included in current Rate above)	
Administrative Fees		Y		N		-	
Property Owner Notification		Y		N		-	
Concrete Sidewalk		Y		N		-	
Seed & Mulch (max. of 18" on each side of walk)		Y		N		-	
Terrace Restoration		Y		N		-	
Sawcutting		N		N		-	
Fine Grading		N		N		-	
Miscellaneous Asphalt		N		N		-	
Stone Base		N		N		-	
Driveway Aprons - Removal and Replacement		Y		n/a		-	
Unclassified Excavation		N		N		-	
Erosion Control		N		N		-	
Drill-in Tie Bars/Dowels/Rebar		N		N		-	
Removal - Sidewalk		N		N		-	

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

B. Calculation Guidelines - Sidewalks

1. Assessments will be levied according to the front foot dimensions of abutting property, except as noted.
2. Sidewalks on right-of-ways 60 feet or more will be a minimum of 5 feet wide. Sidewalks on right-of ways less than 60 feet will be a minimum of 4 feet.
3. There will be no assessment for sidewalk that meets the replacement criteria as defined in the Sidewalk Maintenance Policy.
4. Assessments will be levied when sidewalks not meeting replacement criteria are replaced at the property owner's request.

5. Service walks between the curb and sidewalk will be assessed to the property owner when installed on new subdivision streets.
6. The extra expense of installing a sidewalk beyond the City's standard width or in an unusual manner at the request of the owner will be charged to the abutting property owner.
7. Public owned property, including lands under the jurisdiction of the Board of Education, Parks and Recreation Committee and other branches of city, state or county governments, churches and private schools and other exempt properties will be assessed 100% of the assessment rate regardless of the zoning.
8. To figure credit for useful life (20 years) of sidewalk: credit = divide age of sidewalk by 20. If less than 1.0, multiply that number by the current assessment rate.
9. For City contract installation, sidewalk assessments shall include a 6% administration fee.
10. Calculation Guidelines:
 - a. On multiple frontage lots zoned R-1 or R-2, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet of each side will be assessed at 25% (R-2, 50%) of the assessment rate. The balance of the frontage will be assessed at 100% of the assessment rate.
 - b. On inside corner lots where all sides have equal footage, the side to be considered the short side is the "Addressed" side.
 - c. On lots having multiple frontages, there will be NO assessment for the frontage to which access is legally precluded or fronts on a naturally occurring access barrier such as a steep incline.
 - d. On inside corner or multiple frontage lots, the side or sides precluded from access is not included in the assessment frontage determination.
 - e. For work abutting only part of a parcel's total frontage, assessments will be calculated based on the partial frontage. The balance will be assessed as work is completed along the remaining frontage.
 - f. Definition of "addressed" side: The street with the house number.

III. SANITARY SEWER

A. General Information

SANITARY SEWER (not including New Subdivisions)		R-1 Zoning		R-2 Zoning		All Other Zoning**	
		New	Recon.	New	Recon.	New	Recon.
	Max. Size (Diameter)	12"	12"	12"	12"	12"	12"
	Max. Depth	16'	16'	16'	16'	16'	16'
	% Assessed (Main/Laterals)	33%/50%	0%/50%	33%/50%	0%/50%	33%/50%	0%/50%
	Multiple Frontage Reduction	Yes*	N/A	Yes*	N/A	Yes*	N/A
Current (33% main) Rate	Actual Cost	N/A	Actual Cost	N/A	Actual Cost	N/A	
(Y=Assessed N =Not Assessed)		New		Reconstruction		Individual Rates (if not included in current Rate above)	
Construction Items		New		Reconstruction		Individual Rates (if not included in current Rate above)	
Administrative Fees		Y		N		-	
Property Owner Notification		Y		N		-	
Sanitary area assessment		Y		N		-	
Sanitary Sewer Main		Y		N		-	
Sanitary Maintenance Holes		Y		N		-	
Drop Maintenance Holes		Y		N		-	
Maintenance Hole Castings		Y		N		-	
Sanitary Laterals (50% Rate)		Y		Y		4" and 6" = \$52.00 > 6" = Actual Cost	
Private Lateral Televising		N		N		-	
Lateral Connections		Y		N		-	
Pipe Bedding		Y		N		-	
Pipe Backfill Material		Y		N		-	
Terrace Restoration		Y		N		-	
Seed & Mulch		Y		N		-	
Pavement Restoration		N		N		-	
Sawcutting		N		N		-	
Asphalt removal		N		N		-	
Concrete Removal		N		N		-	
Sidewalk Removal		N		N		-	
Erosion Control		N		N		-	

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

B. Calculation Guidelines – Sanitary Sewer

1. Assessments will be levied according to the front foot dimensions of abutting property, except as noted. The assessment rate for new sanitary sewers will be determined on the basis of actual construction cost up to and including 12" sanitary sewer main and maintenance holes. The assessment rate for new construction in an existing area will be based upon the rates shown in the chart above.
2. Area assessment, where applicable, will be levied in accordance with Section 18-116 of the Municipal Code of the City of Appleton.

3. Any lot or parcel within the corporate limits which has not paid a sanitary sewer assessment when the main was installed will, at the time the lateral permit is taken out, be required to pay a connection fee with the lateral permit fee. Payment of a connection fee must be made in full prior to connecting. The connection fee, equivalent to the front foot assessment and area assessment, will be based on the assessment rates the year the main was installed.
4. When utilities are installed in a street where one side is within the corporate limits but remains undeveloped, assessments will be levied for the utilities that benefit the parcel. The area assessment for sanitary sewer is calculated using a nominal lot depth of 120 feet. The balance of the area assessment will be assessed when the property is developed and charged a connection fee in lieu of assessments.
5. On sanitary relay, where existing laterals meet the sanitary lateral policy and are not re-laid, the cost of reconnecting (including short sections of connecting pipe, usually within the trench area) is absorbed by the City and not assessed to the property owner.
6. Calculation Guidelines (see chart for applicability):
 - a. On multiple frontage lots zoned R-1 or R-2, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet for each side will be assessed at 0% of the assessment. The balance of the frontage will be assessed at 100% of the assessment rate.
 - b. On multiple frontage lots where all sides have equal frontage, the side to be considered the short side is the “Addressed” side.
 - c. Where sewer exists across an entire parcel frontage, but sewer construction only occurs along part of a parcel’s total frontage, assessments will be calculated based on the partial frontage. The balance will be assessed as work is completed along the remaining frontage. Where sewer exists along only a portion of the parcel frontage, the entire frontage will be assessed.
 - d. Assessment for construction of sanitary sewer will be levied against all abutting property frontage regardless if laterals are present, provided that the property is not legally precluded from connecting to the sewer. Amount of assessment will be calculated according to existing policy.
 - e. Cost of sewer and maintenance hole construction deeper than 16 feet shall be borne by the city except where extra depth is required for development of adjacent property.
 - f. No corner lot exception will be provided for combined properties that did not meet the corner lot criteria prior to their combination.
 - g. For cul-de-sac lots, the assessable footage for each lot shall be the sum of frontages for all lots fully or partially abutting a cul-de-sac divided by the number of lots.
 - h. Assessable footage for sewers constructed within easements shall be equal to the centerline length of easement falling within the property. Assessments will be levied to only those properties with lateral connections to the easement sewer. The easement length will be considered as “frontage” for purposes of calculating multiple-frontage reductions (see 6a. above).
 - i. Sanitary main reconstruction will be borne by the Wastewater Utility.

IV. SANITARY SEWER LATERALS

A. General Definition

1. For new development funded by the City, the total cost of lateral installation will be assessed to the property.
2. The assessment rate for reconstruction of laterals and construction of new laterals in existing streets will be based upon the rates shown in the chart from Section III above.

B. Calculation Guidelines

1. Assessments for laterals will be based on the unit cost per foot as indicated in the chart in section III.A applied to the length of the lateral between the sanitary sewer and the property line. The length of lateral assessed shall not exceed $\frac{1}{2}$ the street right-of-way width.
2. Assessments for laterals within cul-de-sacs will be based on the actual length of lateral installed, but shall not exceed the right-of-way radius for the cul-de-sac bulb.
3. Assessments for laterals connected to sewers within easements will be based on actual length of lateral installed, but not to exceed $\frac{1}{2}$ the right-of-way width of the street for which the property is addressed.
4. Total Lateral Replacement Program Calculation Guidelines:
 - a. For properties electing to participate: No assessments will be levied for the portion of private lateral replaced within the public right-of-way. Property owners will be assessed 50% of the actual cost for lateral replacement on private property.
 - b. For properties declining to participate: City will only replace the portion of lateral within the public right-of-way. Property owners will be assessed 100% of the actual cost.

V. **STORMWATER FACILITIES**

A. General Information

STORM SEWER (not including New Subdivisions)		R-1 Zoning		R-2 Zoning		All Other Zoning**	
		New	Recon.	New	Recon.	New	Recon.
	Max. Size (Diameter)	-	-	-	-	15"	15"
	Max. Depth	-	-	-	-	10'	10'
	% Assessed (Main/Laterals)	0% / 0% [†]	0% / 0% [†]	0% / 0% [†]	0% / 0% [†]	33%/50%	33%/50%
	Corner Lot Reduction	Yes*	Yes*	Yes*	Yes*	None	None
	Current Rate	Actual Cost	\$36.00	Actual Cost	\$36.00	Actual Cost	\$36.00
(Y=Assessed N =Not Assessed)							
Construction Items		New		Reconstruction		Individual Rates (if not included in current Rate above)	
Administrative Fees		Y		Y		-	
Property Owner Notification		Y		Y		-	
Regional Stormwater Facilities (built prior to 1/1/02)		Y		Y		See rates Pg. 21	
Regional Stormwater Facilities (built between 1/1/02 and 3/1/06)		Y		Y		See rates Pg. 21	
Regional Stormwater Facilities (built after 3/1/06)		N		N		-	
Local Water Quality Practices		N		N		-	
Storm Sewer Main		Y		Y		-	
Storm Maintenance Holes		Y		Y		-	
Inlets		Y		Y		-	
Inlet Leads		Y		Y		-	
Drop Maintenance Holes		Y		Y		-	
Maintenance Hole Castings		Y		Y		-	
Storm Laterals		Y		Y		6" = \$33.00 8" = \$44.00 10" = \$47.00 12" = \$51.00 Greater than 12" actual cost	
Lateral Connections		N		N		-	
Pipe Bedding		Y		Y		-	
Pipe Backfill Material		Y		Y		-	
Terrace Restoration		Y		Y		-	
Seed & Mulch		Y		Y		-	
Pavement Restoration		N		N		-	
Sawcutting		N		N		-	
Asphalt removal		N		N		-	
Concrete Removal		N		N		-	
Sidewalk Removal		N		N		-	
Erosion Control		N		N		-	

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

[†] See Section V.B.3.b. for exceptions

B. Calculation Guidelines – Stormwater Facilities

1. Stormwater facilities shall be installed as needed to serve properties contributing to the need for, and benefiting from, such facilities. Storm main shall be installed to serve all properties on arterial streets prior to total reconstruction of the pavement.
2. Assessable stormwater facilities under this section include storm sewer, mains and piping, maintenance holes, inlets and inlet leads. Assessments shall also include overhead, property acquisition and financing costs attributable to the facilities.
3. Assessments for storm sewer will be levied according to the front foot dimensions of abutting property.
 - a. R-1, R-2, zoning
The cost of (re) constructing or relining in existing streets will be borne by the Stormwater Utility.
 - b. The cost of constructing or reconstructing storm sewers, mini-sewers or other drainage facilities in existing developed areas zoned R-1 and R-2 annexed after January 1, 1999 will be fully assessable to the abutting property owners.
 - c. All Other Zoning
The assessment rate for storm sewer (re) construction or relining in existing streets will be 33% of the actual construction cost, up to and including 15" storm main (not deeper than 10'), maintenance holes, inlets and inlet leads. Credit will be given for the remaining useful life of a reconstructed or relined sewer based on current cost of construction. For this purpose, the useful life of storm sewer will be 75 years.
4. Assessments for new developments will be based on the actual construction costs of facilities required by the subdivision and charged on a per lot basis. To calculate an equivalent lot cost for parkland, school properties or other atypical lots, use the average size of a new development lot that abuts the parkland, school property or atypical lot. Example, if a lot is 10,000 square feet and parkland, school property or atypical lot is 100,000 square feet; the charge for that land would be equivalent to 10 lots.
5. Any lot or parcel zoned other than R-1 or R-2, within the corporate limits which has not paid a storm sewer assessment when the main was installed will, at the time the lateral permit is taken out, be required to pay a connection fee with the lateral permit fee. This will be effective the same date as the initial Special Assessment policy for storm sewers. The connection fee, equivalent to the front foot and area assessment, will be based on the assessment rates the year the main was installed.
6. Public owned property, including lands under the jurisdiction of the Board of Education, Parks and Recreation Committee and other branches of city, state or county governments, churches and private schools and other exempt properties will be assessed 100% of the assessment rate regardless of the zoning.
7. Calculation Guidelines – (See chart for applicability):
 - a. On multiple frontage lots zoned R-1 or R-2, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet of each side will be assessed at 0% of the assessment rate. The balance of the frontage will be assessed at 100% of the assessment rate.
 - b. On multiple frontage lots where all sides have equal frontage, the side to be considered the short side is the “Addressed” side.

- c. At the completion of the improvements, where sewer exists across an entire parcel frontage, but sewer construction only occurs along part of a parcel's total frontage, assessments will be calculated based on the partial frontage. The balance will be assessed as work is completed along the remaining frontage. Where sewer exists along only a portion of the parcel frontage, the entire frontage will be assessed.
- d. Assessment for reconstruction or relining of storm sewer will be levied only when the work affects the main to which the property is connected. Amount of assessment will be calculated according to the existing policy.
- e. No corner lot exception will be provided for combined properties that did not meet the corner lot criteria prior to the combination.
- f. New Development - 100% of actual construction costs of facilities required by the development plus area assessment.
- g. For cul-de-sac lots, the assessable footage for each lot shall be the sum of frontages for all lots fully or partially abutting a cul-de-sac divided by the number of lots.
- h. Assessable footage for sewers (re)constructed within Easements shall be equal to the centerline length of easement falling within the property. Assessments will be levied to only those properties with lateral connections to the easement sewer. The easement length will be considered as "frontage" for purposes of calculating multiple-frontage reductions (see 7a. above).
- i. Rural to urban conversion shall be assessed as new.

VI. STORM SEWER LATERALS

A. General Information

1. For new development funded by the City, the total cost of lateral installation will be assessed to the property.
2. The assessment rate for reconstruction of laterals and construction of new laterals in existing developed streets will be 50% of the actual construction cost.
3. Street Reconstruction:
 - a. ~~Arterial Streets~~— Prior to total reconstruction of a street, **at locations where existing storm sewers are being replaced or new storm sewers are being installed**, storm laterals shall be installed to all properties that are not yet served.
 - b. ~~Non-arterial Streets~~— Prior to total reconstruction of a street, storm laterals shall be installed to all properties not zoned R-1 or R-2. **In addition, laterals shall be installed to residential properties based on needs identified under the mini-sewer and rehabilitation programs.**

B. Calculation Guidelines

1. Assessments for laterals will be based on the unit cost per foot as indicated in the chart in section V.A applied to the length of the lateral between the storm sewer and the property line. The length of lateral assessed shall not exceed ½ the street right-of-way width.
2. Assessments for laterals within cul-de-sacs will be based on the actual length of lateral installed, but shall not exceed the right-of-way radius for the cul-de-sac bulb.
3. The cost of installing new laterals to properties zoned R-1 or R-2 will be borne by the Stormwater Utility unless the property was annexed after January 1, 1999.
4. Assessments for laterals connected to sewers within easements will be based on actual length of lateral installed, but not to exceed ½ the right-of-way width of the street for which the property is addressed.

VII. WATERMAINS AND SERVICES

A. General Information

WATER MAIN (not including New Subdivisions)		R-1,R-2,R-3 Zoning		C-1, C-2 Zoning		All Other Zoning**	
		New	Recon.	New	Recon.	New	Recon.
	Max. Size (Diameter)	8"	8"	12"	12"	16"	16"
	Max. Depth	-	-	-	-	-	-
	Assessed at (%)	100%	0%*	100%	0%*	100%	0%*
	Multiple Frontage Reduction	Yes*	Yes*	Yes*	Yes*	None	None
Current Rate	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Actual Cost	Actual Cost	

(Y=Assessed N =Not Assessed)	New	Reconstruction	Individual Rates (if not included in current Rate above)
Construction Items			
Administrative Fees	Y	N*	-
Property Owner Notification	Y	N*	-
Local Water Main	Y	N*	-
Transmission Main	N*	N*	-
Valves	Y	N*	-
Hydrants	Y	N*	-
Hydrant Leads	Y	N*	-
1" - 1 1/4" Water Service (Including connection) In New Street(s)	Y	N*	Actual Cost
1" - 1 1/4" Water Service (Including connection) In Existing Street(s)	Y	N*	Actual Cost
1 1/2" - 2" Water Service (Including connection) In New Street(s)	Y	N*	Actual Cost
1 1/2" - 2" Water Service (Including connection) In Existing Street(s)	Y	N*	Actual Cost
Pipe Bedding	Y	N*	-
Pipe Backfill Material	Y	N*	-
Terrace Restoration	Y	N*	-
Seed & Mulch	Y	N*	-
Pavement Restoration	N	N	-
Sawcutting	N	N	-
Asphalt removal	N	N	-
Concrete Removal	N	N	-
Sidewalk Removal	N	N	-
Erosion Control	Y	N	-

* See Calculation Guidelines

** Residential Use Properties to be Assessed as R-2

B. Calculation Guidelines – Water Mains and Services

1. Assessments will be levied according to the front foot dimensions of abutting property, except as noted. The assessment rate will be determined on the basis of actual construction cost required by the city for development:
 - a. R-1, R-2 and R-3 zoning. All costs to construct water main up to and including 8” main, hydrants and valves.

- b. C-1 and C-2 zoning. All costs to construct water main up to and including 12” main, hydrants and valves.
 - c. Other zoning. All costs to construct water main up to and including 16” main, hydrants and valves.
 - d. Water main installed for transmission use shall not be assessed, except if no other main is available for service. The property shall be assessed at the rate of the year the main was installed based on zoning at the time of connection.
 - e. All costs to furnish and install hydrants, including leads and valves shall be assessed.
 - f. In-kind water main reconstruction, including hydrants and leads, is not assessed.
 - g. All additional costs to upgrade a water main, including additional valving due to a service and/or fire line, when requested, shall be borne by the property owner.
 - h. New, and/or additional water main(s) installed for circulation and/or looping in a developed area shall not be assessed, except in case of B1.d.
2. Permission to connect to the City water main prior to annexation must be obtained from the Common Council through the Utilities Committee.
 3. Any lot or parcel within the corporate limits which has not paid a water main assessment when the main was installed will, at the time the water lateral permit is taken out, be required to pay the connection fee with the lateral permit fee. Payment of a connection fee must be made in full prior to connecting. The connection fee, equivalent to the front foot water main assessment, will be based on the assessment rate the year the main was installed. Payment for connection fees may be made in accordance with Section XI.
 4. New Service Installation. The property owner or developer per Schedule Cz-1 (attached) shall pay all installation costs from the main through and including the curb shut-off.
 5. Replacement of Service. All additional cost to upgrade a service (example, 1” copper to 4” service line) shall be borne by the property owner or developer.
 6. Public owned property, including lands under the jurisdiction of the Board of Education, Parks and Recreation Committee and other branches of city & county governments, churches and private schools and other exempt properties will be assessed 100% of the C-1, C-2 assessment rate regardless of the zoning.
 7. Calculation Guidelines (see chart for applicability):
 - a. On multiple frontage lots zoned R-1, R-2 or R-3, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet of each side will be assessed at 0% of the assessment rate. The balance of the frontage will be assessed at 100% of the assessment rate.
 - b. No corner lot exception will be provided for combined properties that did not meet the corner lot criteria prior to their combination.
 - c. Where water main exists across an entire parcel frontage, but construction only occurs along part of a parcel’s total frontage, assessments will be calculated based on the partial frontage. The balance will be assessed as work is completed along the remaining frontage. Where water main exists along only a portion of the parcel frontage, the entire frontage will be assessed.
 - d. On multiple frontage lots where all sides have equal frontage, the side to be considered the short side is the “Addressed” side.
 - e. For cul-de-sac lots, the assessable footage for each lot shall be the sum of frontages for all lots fully or partially abutting a cul-de-sac divided by the number of lots.

- f. Assessable footage for water mains (re)constructed within Easements shall be equal to the centerline length of easement falling within the property. Assessments will be levied to only those properties with service connections to the easement main. The easement length will be considered as “frontage” for purposes of calculating multiple-frontage reductions (see 7a. above).
- g. Assessments for water services will be based on the unit cost per foot as indicated in the chart in section VII.A applied to the length of the service between the main and the property line. The length of water service assessed shall not exceed ½ the street right-of-way width.
- h. Assessments for water services within cul-de-sacs will be based on the actual length of service installed, but shall not exceed the right-of-way radius for the cul-de-sac bulb.
- i. Assessments for laterals connected to watermain within easements will be based on actual length of lateral installed, but not to exceed ½ the right-of-way width of the street for which the property is addressed.

VIII. STREET LIGHTING

A. Calculation Guidelines

1. Assessments for non-decorative streetlights will be levied according to the front foot dimensions of abutting property except as noted.
2. Assessments will be levied at the time of and in conjunction with the initial street light installation.
3. The assessment rate will be based on the actual cost of installation.
4. The assessment rate for replacement of existing streetlights will be based upon the additional cost of enhanced features beyond standard street light requirements.

B. Assessment Exceptions:

- a. On multiple frontage lots zoned R-1, R-2 or R-3, the shortest side will be assessed at 100% of the assessment rate. On the other sides, the first 120 feet of each side will be assessed at 0% of the assessment rate. The balance of the frontage will be assessed at 100% of the assessment rate.
- b. On inside corner or multiple frontage lots, the side or sides precluded from access is not included in the assessment frontage.

IX. NEW SUBDIVISIONS

A. General Information

NEW SUBDIVISION DEVELOPMENT		Subdivisions Platted prior to 1/1/04 or after 12/31/14	Subdivisions Platted between 1/1/04 and 12/31/14
	Funding Mechanisms	Private Contracts / City Funds (Assessable)	Private Contracts /Standby Lines of Credit
	Development Agreement Required?	No	Yes
	Assessed at (%)	100%	100%
	Assessment Rates	Actual Costs Incurred.	Actual Costs Incurred.
Construction Items		(Y=City Funded/Assessable D=Developer Financed)	(Y=City Funded/Escrow Draws D=Developer Financed)
	Platted Prior to 1/1/04	Platted After 12/31/14	
City Administrative Fees	Y	Y	Y
Area Assessment - Sanitary	Y	Y	Y
Regional Stormwater Facilities	Y	Y	Y
Sewer Televising	Y	Y	Y
Temporary Asphalt Pavement	Y	Y	Y
Concrete Pavement ⁺	Y	Y	D
Sidewalks	Y	Y	D
Boulevard Trees	Y	Y	D
Street Name Signs	Y	Y	Y
Traffic Control Signs	Y	Y	Y
Sanitary Sewer	D	D	D
Sanitary Overbuild	D	D	D
Storm Sewer	D	D	D
Storm Overbuild	D	D	D
Water Main	D	D	D
Water Main Overbuild	D	D	D
Sanitary Laterals	D	D	D
Storm Laterals	D	D	D
Water Services	D	D	D
Rear-yard Drains	D	D	D
Grading & Graveling (Right-of-way)	D	D	D
Lot Grading	D	D	D
Private Utilities (Gas, Electric, Telephone, Cable TV)	D	D	D
Seed & Mulch (Right-of-way)	D	D	D
Seed & Mulch (Lot areas)	D	D	D
Street Lights	D	D	D
Erosion Control	D	D	D

* See Calculation Guidelines

⁺ See Section IX.B.2 for exceptions

B. Calculation Guidelines – New subdivisions

1. The City does not provide funding for New Subdivisions platted between January 1, 2004 and December 31, 2014 except as indicated in the chart above. Escrow accounts or

irrevocable lines of credit will be required of developers for all items administered or installed by the City.

2. For subdivisions platted prior to 1/1/04 or after 12/31/14, assessments for concrete pavement shall be levied in accordance with Section I.A. of this policy.
3. Engineering fees for new subdivision developments shall be included in assessments. Included shall be preparation of plans and specifications, consultant fees, material testing fees, field survey, inspection and assessment preparation.
4. Individual lots within but not part of a new development when funded by the city shall be assessed at the current city interest rate.
5. Extraordinary sanitary sewer construction costs not to be assessed include pipes larger than 12" and depths greater than 16' when project funded by the city.
6. Typical residential street lighting will consist of LED cut-off style fixture, mounted 30-feet high on a wooden pole, spaced anywhere from 250 to 300 feet apart. **Decorative lighting beyond these standards will have on-going annual special assessments per development agreements.**
7. The effective date for interest to begin accumulating on new subdivision developments will be the date of invoice. This includes all city utilities and street work.
8. Storm sewer area assessment for regional facilities built prior to 3-1-2006 shall be based on the cost of storm sewer needed to serve the subdivision and the share of downstream trunk main.

X. SPECIAL CHARGES

A. General definition

1. Special charges shall accrue interest starting 30 days following the invoice date. Interest shall accrue at the same rate as for special assessments. (Board of Public Works, June 6, 1990).

XI. METHOD OF PAYMENT

A. General Definition

1. Lump sum payment to be paid at due date.
2. One installment if the assessment is \$1000 or less.
3. Five equal annual installments if the assessment is greater than \$1000.
4. Deferred payments will bear an interest at the rate of prime plus 3.00% per annum on the unpaid balance.
5. Separate current year special assessment bills may be combined to establish eligibility for the \$1000 limit for installment payment options. Finance Department must be notified prior to November 1.

XII. APPEAL PROCESS

1. If the governing body decides to reconsider and reopen any assessment, the body may, after giving a public notice as required for the initial assessment, and after a public hearing, amend, cancel or confirm the prior assessment. Any request for a change to the first assessment, must be made within 30 days of the passage of the original final resolution. The Clerk shall publish a notice of any resolution changing the assessment, as was done with the original assessment.

XIII. MISCELLANEOUS

1. Deferred payment of special assessments is not permitted. (See WI Statutes Chapter 74.)
2. Any construction project where right-of-way acquisition would contribute to 25% or more of the assessment rate shall be brought to the **Board of Public Works Finance Committee** for review and establishment of an appropriate assessment rate. In establishing this rate, the Board will consider assessment rates for similar projects and any other information it considers relevant.

XIV. REFERENCED ITEMS

1/17/83 Street and Sanitation Committee #3

The following policy concerning sump pump discharges adopted, “When streets are paved where storm sewer laterals exist, curb openings for sump pump discharges or surface drainage shall not be allowed.”

7/06/83 Street and Sanitation Committee #6

Most of this information has been put in Appendix IX Stormwater/Clear Water Discharges

3/03/93 Street and Sanitation Committee #10

Any driveway adjacent to a street paving project that is not used will be closed with curb and gutter and will have the terrace reseeded in conjunction with the street paving. The cost of this work is to be included with the assessment for curb and gutter on the project.

Any driveway aprons without improved surfaces shall be either paved with permanent surface or abandoned and closed in conjunction with a street paving project. The cost of either option will be assessed to the property.

2/02/94 Board of Public Works Report - This was adopted as part of the assessment policy.

“Publicly owned property, including lands under the jurisdiction of the Board of Education, Park Board, Water Department and other branches of city, state or county governments, and churches and private schools be assessed 100% of the assessment rate.

11/16/94 Municipal Services Committee #2 - “Resolved, that when a property asks for a second curb cut, the two neighboring properties to each side of the requesting property be notified and asked if they have any problems with the curb cut. If any of the four (4) properties are against the second curb cut, the request must be brought to Municipal Services Committee and Council for approval, thus all neighbors have an avenue for input.”

1/18/95 Board of Public Works #3 - The Board reaffirms its previous recommendation that: The special assessment policy for stormwater that recovers 75% of costs from new

developers and 40% from existing benefiting owners be approved. Existing is defined as that a building permit has been issued at the time of adoption of the policy by the Common Council.

1/17/96 Board of Public Works – This was adopted with the assessment policy.
Sidewalks B.2 – The assessment rate for reconstruction of sidewalks will be 125% of the rate of new sidewalks.

9/03/97 Municipal Services Committee – Amended Driveway Opening Policy “Any driveway adjacent to a street reconstruction project that is not used will be permanently paved or closed with curb and gutter and will have terrace reseeded in conjunction with the street work.

3/03/99 Board of Public Works – “Resolved, that the repair and replacement of existing sidewalks in the green dot program be paid by the general fund after green dot has gone through the City once. All hazardous sidewalks as defined by City criteria will be replaced at City cost.”

5/15/13 Board of Public Works – Prime plus 3% will be the rate set for the 5-year payment option.

XV. SPECIAL ASSESSMENT RATES

Sanitary Sewer Laterals Reconstruction	4” and 6” > 6”	\$52.00/ft actual cost
Storm Sewer Reconstruction up to & including 15" main:		\$36.00/ft
Storm Sewer Laterals Reconstruction	6" 8" 10" 12" > 12”	\$31.00/ft \$37.00/ft \$40.00/ft \$43.00/ft actual cost
New Water Main - Zoning R1, R2, R3	up to & including 8" main:	actual cost
Zoning C1, C2	up to & including 12" main:	actual cost
Other Zoning	up to & including 16" main:	actual cost

Rates for previous Stormwater Detention Basins (Cost per ERU’s)

SE Basin	75% of cost	\$173.25
AAL Basin	75% of cost	\$430.20
Meade Pond		\$797.04
Holland Pond		\$345.78
Ashbury Pond		\$593.76
Mud Creek South Pond		\$815.00 (2002 basin rate)

Cost for 2003 basins \$860.00
 Southpoint Commerce Park Pond North (K2a), Plank Road West

Cost for 2004 basins \$915.00
 Southpoint Commerce Park Pond South (K2B)

Cost for 2005 basins \$1,104.00
 Plank Road Northwest Pond

Sheet No. 1 of 1
Schedule No. Cz-1
Amendment No. 64

RATE FILE
Public Service Commission of Wisconsin
Appleton Water Department

WATER LATERAL INSTALLATION CHARGE

Subdivision developers shall be responsible, where the main extension has been approved by the utility, for the water service lateral installation costs from the main through the curb stop and box.

When the cost of a utility main extension is to be collected through assessment by the municipality, the actual average water lateral installation costs from the main through the curb stop and box shall be included in the assessment of the appropriate properties.

The initial water service lateral(s), not installed as part of a subdivision development or an assessable utility extension, will be installed from the main through the curb stop and box by the utility, for which the actual cost will be charged.

Billing: Same as Schedule Mg-1.

EFFECTIVE: December 30, 2010
PSCW AUTHORIZATION: 190-WR-112

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: Finance Committee
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit H-21 Redundant Raw Water Line

Be awarded to:

Name: PTS Contractors Inc
Address: 4075 Eaton Road
Green Bay, WI 54311

In the amount of : \$4,875,000.00

With a 10.3% contingency of : \$500,000.00

For a project total not to exceed : \$5,375,000.00

**** OR ****

In an amount Not To Exceed : _____

Budget: \$8,280,000.00
Estimate: \$6,500,000.00
Committee Date: 05/23/22
Council Date: 06/01/22

Bid Tabulation

H-21 Redundant Raw Water Line

05/16/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	PTS Contractors, Inc		Advance Construction Inc.	
				Unit Price	Item Total	Unit Price	Item Total
1	Furnish & Install 56" (i.d.) Steel Casing (Tunneled)	100	LF	\$3,025.00	\$302,500.00	\$2,400.00	\$240,000.00
2	Furnish & Install 36" Water Main	7655	LF	\$415.00	\$3,176,825.00	\$452.00	\$3,460,060.00
3	Furnish & Install 10" Water Main	35	LF	\$225.00	\$7,875.00	\$222.00	\$7,770.00
4	Furnish & Install 8" Water Main	40	LF	\$207.00	\$8,280.00	\$204.00	\$8,160.00
5	Furnish & Install 36" Butterfly Valve w/box	6	EA	\$38,000.00	\$228,000.00	\$38,340.00	\$230,040.00
6	Furnish & Install 42" dia., 90 degree bend	1	EA	\$14,500.00	\$14,500.00	\$12,488.00	\$12,488.00
7	Furnish & Install 36" dia., 90 degree bend	5	EA	\$11,500.00	\$57,500.00	\$9,608.00	\$48,040.00
8	Furnish & Install 36" dia., 45 degree bend	12	EA	\$8,400.00	\$100,800.00	\$6,865.00	\$82,380.00
9	Furnish & Install 36" dia., 22.5 degree bend	2	EA	\$7,100.00	\$14,200.00	\$5,597.00	\$11,194.00
10	Furnish & Install 36" dia., 11.25 degree bend	1	EA	\$7,100.00	\$7,100.00	\$5,597.00	\$5,597.00
11	Furnish & Install 10" , 45 degree bend	12	EA	\$800.00	\$9,600.00	\$782.00	\$9,384.00
12	Furnish & Install 8" , 45 degree bend	12	EA	\$540.00	\$6,480.00	\$515.00	\$6,180.00
13	Furnish & Install 4" - 45 degree bends	4	EA	\$320.00	\$1,280.00	\$268.00	\$1,072.00
14	Furnish & Install 36" x 36" Tee	5	EA	\$10,500.00	\$52,500.00	\$7,069.00	\$35,345.00
15	Furnish & Install 36" x 6" Tee	2	EA	\$9,300.00	\$18,600.00	\$6,569.00	\$13,138.00
16	Furnish & Install 42" Cap	2	EA	\$8,900.00	\$17,800.00	\$11,032.00	\$22,064.00
17	Furnish & Install 36" Cap	2	EA	\$16,200.00	\$32,400.00	\$10,500.00	\$21,000.00
18	Furnish & Install 42"/36" Reducer	2	EA	\$12,000.00	\$24,000.00	\$9,394.00	\$18,788.00
19	Connection to existing 42" PCCP water main	1	EA	\$38,000.00	\$38,000.00	\$11,727.00	\$11,727.00
20	Furnish & Install 6" Hydrant Lead	85	LF	\$150.00	\$12,750.00	\$93.00	\$7,905.00
21	Furnish & Install Hydrant	5	EA	\$5,525.00	\$27,625.00	\$5,697.00	\$28,485.00
22	Furnish & Install 6" Gate Valve w/box	5	EA	\$1,830.00	\$9,150.00	\$1,786.00	\$8,930.00
23	Furnish & Install 8" Gate Valve w/box	1	EA	\$2,520.00	\$2,520.00	\$2,471.00	\$2,471.00
24	Furnish & Install 4' Standard MH/casting	1	EA	\$7,600.00	\$7,600.00	\$4,600.00	\$4,600.00
25	Furnish & Install Tracer Wire Valve Box Assembly	11	EA	\$525.00	\$5,775.00	\$450.00	\$4,950.00
26	Hydrant/Valve Removal - Natures Way	3	EA	\$1,060.00	\$3,180.00	\$3,000.00	\$9,000.00
27	Furnish & Install 4" Water Lateral	10	LF	\$138.00	\$1,380.00	\$93.00	\$930.00
28	Adjust Existing Water Service, size 2" or less	11	EA	\$900.00	\$9,900.00	\$800.00	\$8,800.00
29	Furnish & Install 4"/6" Sanitary Lateral	120	LF	\$200.00	\$24,000.00	\$89.00	\$10,680.00
30	Furnish & Install 4"/6" Sanitary 45 deg bend	22	EA	\$77.00	\$1,694.00	\$30.00	\$660.00
31	Remove & Replace Inlet, Reset casting	1	EA	\$1,700.00	\$1,700.00	\$2,500.00	\$2,500.00
32	Remove & Replace 30" Curb & Gutter	50	LF	\$54.00	\$2,700.00	\$52.00	\$2,600.00
33	Furnish & Install "D-M" Inlet Protection	44	EA	\$100.00	\$4,400.00	\$95.00	\$4,180.00
34	Furnish & Install Erosion Control Mat - Class I, Urban Type "A"	3500	SY	\$5.00	\$17,500.00	\$8.75	\$30,625.00
35	Furnish & Install Erosion Control Mat - Class II, Type "C" Organic	800	SY	\$8.25	\$6,600.00	\$11.80	\$9,440.00
36	Furnish, Install, & Maintain Amphibian Silt Fencing	3000	LF	\$2.00	\$6,000.00	\$1.95	\$5,850.00
37	Furnish, Install, & Maintain Silt Fencing	1600	LF	\$2.00	\$3,200.00	\$1.95	\$3,120.00
38	Furnish, Install, & Maintain 12" dia. Sediment Log - Class II	200	LF	\$9.50	\$1,900.00	\$9.00	\$1,800.00
39	Furnish & Maintain Dewatering	1	LS	\$80,091.00	\$80,091.00	\$50,000.00	\$50,000.00
40	Furnish & Install Tracking Pad	2	EA	\$1,720.00	\$3,440.00	\$2,000.00	\$4,000.00
41	Remove & Replace 9" Concrete Pavement (3 day HE)	1800	SY	\$86.00	\$154,800.00	\$84.17	\$151,506.00
42	Remove & Replace 4" HMA Asphalt	8100	SY	\$32.00	\$259,200.00	\$33.65	\$272,565.00
43	Sawcutting	21100	LF	\$3.00	\$63,300.00	\$2.50	\$52,750.00
44	Pavt Marking Epoxy, 4"	4200	LF	\$1.00	\$4,200.00	\$1.40	\$5,880.00
45	Pavt Marking Epoxy, 6"	50	LF	\$17.00	\$850.00	\$20.00	\$1,000.00
46	Pavt Marking Epoxy, 18"	15	LF	\$19.00	\$285.00	\$19.00	\$285.00
47	Pavt Marking Epoxy, Symbols	6	EA	\$320.00	\$1,920.00	\$350.00	\$2,100.00
48	Canadian National Insurance, Permitting, & Training	1	LS	\$1,800.00	\$1,800.00	\$20,000.00	\$20,000.00
49	Furnish & Maintain Traffic Control - Phase 1	1	LS	\$3,400.00	\$3,400.00	\$7,400.00	\$7,400.00
50	Furnish & Maintain Traffic Control - Phase 2	1	LS	\$4,750.00	\$4,750.00	\$4,400.00	\$4,400.00
51	Furnish & Maintain Traffic Control - Phase 3	1	LS	\$4,750.00	\$4,750.00	\$4,800.00	\$4,800.00
52	Furnish & Maintain Traffic Control - Phase 4	1	LS	\$5,200.00	\$5,200.00	\$7,200.00	\$7,200.00
53	Furnish & Maintain Traffic Control - Phase 5	1	LS	\$3,700.00	\$3,700.00	\$4,800.00	\$4,800.00
54	Furnish & Maintain Traffic Control - Phase A	1	LS	\$4,200.00	\$4,200.00	\$2,500.00	\$2,500.00
55	Furnish & Maintain Traffic Control - Phase B	1	LS	\$3,100.00	\$3,100.00	\$1,800.00	\$1,800.00
56	Furnish & Maintain Traffic Control - Phase C	1	LS	\$5,800.00	\$5,800.00	\$4,200.00	\$4,200.00
57	Removal of Contaminated Soil	100	CY	\$24.00	\$2,400.00	\$7.00	\$700.00

Base Bid Total:

\$4,875,000.00

\$4,989,839.00

Bid Tabulation

H-21 Redundant Raw Water Line

05/16/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	Vinton Construction Company		Superior Sewer and Water inc.	
				Unit Price	Item Total	Unit Price	Item Total
1	Furnish & Install 56" (i.d.) Steel Casing (Tunneled)	100	LF	\$2,682.00	\$268,200.00	\$3,139.00	\$313,900.00
2	Furnish & Install 36" Water Main	7655	LF	\$436.00	\$3,337,580.00	\$471.25	\$3,607,418.75
3	Furnish & Install 10" Water Main	35	LF	\$196.00	\$6,860.00	\$135.00	\$4,725.00
4	Furnish & Install 8" Water Main	40	LF	\$157.00	\$6,280.00	\$122.00	\$4,880.00
5	Furnish & Install 36" Butterfly Valve w/box	6	EA	\$38,226.00	\$229,356.00	\$25,600.00	\$153,600.00
6	Furnish & Install 42" dia., 90 degree bend	1	EA	\$14,403.00	\$14,403.00	\$30,400.00	\$30,400.00
7	Furnish & Install 36" dia., 90 degree bend	5	EA	\$15,278.00	\$76,390.00	\$20,700.00	\$103,500.00
8	Furnish & Install 36" dia., 45 degree bend	12	EA	\$9,788.00	\$117,456.00	\$15,900.00	\$190,800.00
9	Furnish & Install 36" dia., 22.5 degree bend	2	EA	\$8,840.00	\$17,680.00	\$14,300.00	\$28,600.00
10	Furnish & Install 36" dia., 11.25 degree bend	1	EA	\$6,626.00	\$6,626.00	\$13,000.00	\$13,000.00
11	Furnish & Install 10" , 45 degree bend	12	EA	\$1,433.00	\$17,196.00	\$915.00	\$10,980.00
12	Furnish & Install 8" , 45 degree bend	12	EA	\$1,176.00	\$14,112.00	\$650.00	\$7,800.00
13	Furnish & Install 4" - 45 degree bends	4	EA	\$960.00	\$3,840.00	\$440.00	\$1,760.00
14	Furnish & Install 36" x 36" Tee	5	EA	\$20,888.00	\$104,440.00	\$17,600.00	\$88,000.00
15	Furnish & Install 36" x 6" Tee	2	EA	\$17,070.00	\$34,140.00	\$15,100.00	\$30,200.00
16	Furnish & Install 42" Cap	2	EA	\$11,747.00	\$23,494.00	\$13,200.00	\$26,400.00
17	Furnish & Install 36" Cap	2	EA	\$8,232.00	\$16,464.00	\$8,605.00	\$17,210.00
18	Furnish & Install 42"/36" Reducer	2	EA	\$34,335.00	\$68,670.00	\$32,900.00	\$65,800.00
19	Connection to existing 42" PCCP water main	1	EA	\$19,757.00	\$19,757.00	\$17,500.00	\$17,500.00
20	Furnish & Install 6" Hydrant Lead	85	LF	\$97.00	\$8,245.00	\$50.00	\$4,250.00
21	Furnish & Install Hydrant	5	EA	\$5,547.00	\$27,735.00	\$4,900.00	\$24,500.00
22	Furnish & Install 6" Gate Valve w/box	5	EA	\$1,938.00	\$9,690.00	\$1,900.00	\$9,500.00
23	Furnish & Install 8" Gate Valve w/box	1	EA	\$2,692.00	\$2,692.00	\$2,600.00	\$2,600.00
24	Furnish & Install 4' Standard MH/casting	1	EA	\$6,422.00	\$6,422.00	\$3,000.00	\$3,000.00
25	Furnish & Install Tracer Wire Valve Box Assembly	11	EA	\$712.00	\$7,832.00	\$800.00	\$8,800.00
26	Hydrant/Valve Removal - Natures Way	3	EA	\$2,110.00	\$6,330.00	\$1,300.00	\$3,900.00
27	Furnish & Install 4" Water Lateral	10	LF	\$155.00	\$1,550.00	\$50.00	\$500.00
28	Adjust Existing Water Service, size 2" or less	11	EA	\$4,315.00	\$47,465.00	\$1,700.00	\$18,700.00
29	Furnish & Install 4"/6" Sanitary Lateral	120	LF	\$170.00	\$20,400.00	\$50.00	\$6,000.00
30	Furnish & Install 4"/6" Sanitary 45 deg bend	22	EA	\$58.00	\$1,276.00	\$50.00	\$1,100.00
31	Remove & Replace Inlet, Reset casting	1	EA	\$2,838.00	\$2,838.00	\$325.00	\$325.00
32	Remove & Replace 30" Curb & Gutter	50	LF	\$45.00	\$2,250.00	\$49.00	\$2,450.00
33	Furnish & Install "D-M" Inlet Protection	44	EA	\$130.00	\$5,720.00	\$90.00	\$3,960.00
34	Furnish & Install Erosion Control Mat - Class I, Urban Type "A"	3500	SY	\$10.00	\$35,000.00	\$4.85	\$16,975.00
35	Furnish & Install Erosion Control Mat - Class II, Type "C" Organic	800	SY	\$12.75	\$10,200.00	\$7.95	\$6,360.00
36	Furnish, Install, & Maintain Amphibian Silt Fencing	3000	LF	\$2.25	\$6,750.00	\$2.00	\$6,000.00
37	Furnish, Install, & Maintain Silt Fencing	1600	LF	\$2.00	\$3,200.00	\$2.00	\$3,200.00
38	Furnish, Install, & Maintain 12" dia. Sediment Log - Class II	200	LF	\$10.00	\$2,000.00	\$9.00	\$1,800.00
39	Furnish & Maintain Dewatering	1	LS	\$97,000.00	\$97,000.00	\$14,014.00	\$14,014.00
40	Furnish & Install Tracking Pad	2	EA	\$2,500.00	\$5,000.00	\$800.00	\$1,600.00
41	Remove & Replace 9" Concrete Pavement (3 day HE)	1800	SY	\$89.15	\$160,470.00	\$89.00	\$160,200.00
42	Remove & Replace 4" HMA Asphalt	8100	SY	\$31.18	\$252,558.00	\$29.41	\$238,221.00
43	Sawcutting	21100	LF	\$2.50	\$52,750.00	\$2.40	\$50,640.00
44	Pavt Marking Epoxy, 4"	4200	LF	\$5.25	\$22,050.00	\$1.00	\$4,200.00
45	Pavt Marking Epoxy, 6"	50	LF	\$7.95	\$397.50	\$16.00	\$800.00
46	Pavt Marking Epoxy, 18"	15	LF	\$22.95	\$344.25	\$18.00	\$270.00
47	Pavt Marking Epoxy, Symbols	6	EA	\$195.00	\$1,170.00	\$300.00	\$1,800.00
48	Canadian National Insurance, Permitting, & Training	1	LS	\$59,100.00	\$59,100.00	\$7,357.00	\$7,357.00
49	Furnish & Maintain Traffic Control - Phase 1	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
50	Furnish & Maintain Traffic Control - Phase 2	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
51	Furnish & Maintain Traffic Control - Phase 3	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
52	Furnish & Maintain Traffic Control - Phase 4	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
53	Furnish & Maintain Traffic Control - Phase 5	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
54	Furnish & Maintain Traffic Control - Phase A	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
55	Furnish & Maintain Traffic Control - Phase B	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
56	Furnish & Maintain Traffic Control - Phase C	1	LS	\$3,500.00	\$3,500.00	\$4,200.00	\$4,200.00
57	Removal of Contaminated Soil	100	CY	\$20.00	\$2,000.00	\$50.92	\$5,092.00

Base Bid Total:

\$5,271,378.75

\$5,358,187.75

Bid Tabulation

H-21 Redundant Raw Water Line

05/16/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	Dorner Inc.		Kruczek Construction Inc.	
				Unit Price	Item Total	Unit Price	Item Total
1	Furnish & Install 56" (i.d.) Steel Casing (Tunneled)	100	LF	\$2,664.00	\$266,400.00	\$1,500.00	\$150,000.00
2	Furnish & Install 36" Water Main	7655	LF	\$485.00	\$3,712,675.00	\$665.00	\$5,090,575.00
3	Furnish & Install 10" Water Main	35	LF	\$278.00	\$9,730.00	\$370.00	\$12,950.00
4	Furnish & Install 8" Water Main	40	LF	\$259.00	\$10,360.00	\$335.00	\$13,400.00
5	Furnish & Install 36" Butterfly Valve w/box	6	EA	\$42,728.00	\$256,368.00	\$46,500.00	\$279,000.00
6	Furnish & Install 42" dia., 90 degree bend	1	EA	\$14,014.00	\$14,014.00	\$17,500.00	\$17,500.00
7	Furnish & Install 36" dia., 90 degree bend	5	EA	\$10,484.00	\$52,420.00	\$19,000.00	\$95,000.00
8	Furnish & Install 36" dia., 45 degree bend	12	EA	\$7,207.00	\$86,484.00	\$23,000.00	\$276,000.00
9	Furnish & Install 36" dia., 22.5 degree bend	2	EA	\$5,693.00	\$11,386.00	\$12,500.00	\$25,000.00
10	Furnish & Install 36" dia., 11.25 degree bend	1	EA	\$5,693.00	\$5,693.00	\$12,500.00	\$12,500.00
11	Furnish & Install 10" , 45 degree bend	12	EA	\$934.00	\$11,208.00	\$1,500.00	\$18,000.00
12	Furnish & Install 8" , 45 degree bend	12	EA	\$618.00	\$7,416.00	\$1,200.00	\$14,400.00
13	Furnish & Install 4" - 45 degree bends	4	EA	\$347.00	\$1,388.00	\$600.00	\$2,400.00
14	Furnish & Install 36" x 36" Tee	5	EA	\$6,693.00	\$33,465.00	\$15,000.00	\$75,000.00
15	Furnish & Install 36" x 6" Tee	2	EA	\$6,374.00	\$12,748.00	\$12,000.00	\$24,000.00
16	Furnish & Install 42" Cap	2	EA	\$8,261.00	\$16,522.00	\$17,500.00	\$35,000.00
17	Furnish & Install 36" Cap	2	EA	\$8,197.00	\$16,394.00	\$17,400.00	\$34,800.00
18	Furnish & Install 42"/36" Reducer	2	EA	\$8,479.00	\$16,958.00	\$14,000.00	\$28,000.00
19	Connection to existing 42" PCCP water main	1	EA	\$13,392.00	\$13,392.00	\$22,000.00	\$22,000.00
20	Furnish & Install 6" Hydrant Lead	85	LF	\$148.00	\$12,580.00	\$160.00	\$13,600.00
21	Furnish & Install Hydrant	5	EA	\$6,369.00	\$31,845.00	\$6,500.00	\$32,500.00
22	Furnish & Install 6" Gate Valve w/box	5	EA	\$2,031.00	\$10,155.00	\$2,000.00	\$10,000.00
23	Furnish & Install 8" Gate Valve w/box	1	EA	\$2,818.00	\$2,818.00	\$3,000.00	\$3,000.00
24	Furnish & Install 4' Standard MH/casting	1	EA	\$6,787.00	\$6,787.00	\$7,500.00	\$7,500.00
25	Furnish & Install Tracer Wire Valve Box Assembly	11	EA	\$537.00	\$5,907.00	\$675.00	\$7,425.00
26	Hydrant/Valve Removal - Natures Way	3	EA	\$1,602.00	\$4,806.00	\$13,900.00	\$41,700.00
27	Furnish & Install 4" Water Lateral	10	LF	\$165.00	\$1,650.00	\$300.00	\$3,000.00
28	Adjust Existing Water Service, size 2" or less	11	EA	\$1,541.00	\$16,951.00	\$1,225.00	\$13,475.00
29	Furnish & Install 4"/6" Sanitary Lateral	120	LF	\$152.00	\$18,240.00	\$145.00	\$17,400.00
30	Furnish & Install 4"/6" Sanitary 45 deg bend	22	EA	\$134.00	\$2,948.00	\$125.00	\$2,750.00
31	Remove & Replace Inlet, Reset casting	1	EA	\$1,393.00	\$1,393.00	\$3,400.00	\$3,400.00
32	Remove & Replace 30" Curb & Gutter	50	LF	\$48.40	\$2,420.00	\$82.00	\$4,100.00
33	Furnish & Install "D-M" Inlet Protection	44	EA	\$140.00	\$6,160.00	\$100.00	\$4,400.00
34	Furnish & Install Erosion Control Mat - Class I, Urban Type "A"	3500	SY	\$10.80	\$37,800.00	\$4.00	\$14,000.00
35	Furnish & Install Erosion Control Mat - Class II, Type "C" Organic	800	SY	\$13.70	\$10,960.00	\$5.75	\$4,600.00
36	Furnish, Install, & Maintain Amphibian Silt Fencing	3000	LF	\$2.40	\$7,200.00	\$2.00	\$6,000.00
37	Furnish, Install, & Maintain Silt Fencing	1600	LF	\$2.20	\$3,520.00	\$2.00	\$3,200.00
38	Furnish, Install, & Maintain 12" dia. Sediment Log - Class II	200	LF	\$10.80	\$2,160.00	\$10.00	\$2,000.00
39	Furnish & Maintain Dewatering	1	LS	\$244,125.00	\$244,125.00	\$900,000.00	\$900,000.00
40	Furnish & Install Tracking Pad	2	EA	\$1,291.50	\$2,583.00	\$1,500.00	\$3,000.00
41	Remove & Replace 9" Concrete Pavement (3 day HE)	1800	SY	\$85.20	\$153,360.00	\$115.00	\$207,000.00
42	Remove & Replace 4" HMA Asphalt	8100	SY	\$30.10	\$243,810.00	\$23.50	\$190,350.00
43	Sawcutting	21100	LF	\$2.40	\$50,640.00	\$3.50	\$73,850.00
44	Pavt Marking Epoxy, 4"	4200	LF	\$1.10	\$4,620.00	\$0.25	\$1,050.00
45	Pavt Marking Epoxy, 6"	50	LF	\$17.20	\$860.00	\$10.00	\$500.00
46	Pavt Marking Epoxy, 18"	15	LF	\$19.40	\$291.00	\$125.00	\$1,875.00
47	Pavt Marking Epoxy, Symbols	6	EA	\$323.00	\$1,938.00	\$200.00	\$1,200.00
48	Canadian National Insurance, Permitting, & Training	1	LS	\$6,615.00	\$6,615.00	\$31,577.77	\$31,577.77
49	Furnish & Maintain Traffic Control - Phase 1	1	LS	\$3,444.00	\$3,444.00	\$7,500.00	\$7,500.00
50	Furnish & Maintain Traffic Control - Phase 2	1	LS	\$4,843.00	\$4,843.00	\$4,500.00	\$4,500.00
51	Furnish & Maintain Traffic Control - Phase 3	1	LS	\$4,843.00	\$4,843.00	\$5,000.00	\$5,000.00
52	Furnish & Maintain Traffic Control - Phase 4	1	LS	\$5,327.00	\$5,327.00	\$7,300.00	\$7,300.00
53	Furnish & Maintain Traffic Control - Phase 5	1	LS	\$2,744.00	\$2,744.00	\$5,000.00	\$5,000.00
54	Furnish & Maintain Traffic Control - Phase A	1	LS	\$4,251.00	\$4,251.00	\$2,500.00	\$2,500.00
55	Furnish & Maintain Traffic Control - Phase B	1	LS	\$3,175.00	\$3,175.00	\$1,800.00	\$1,800.00
56	Furnish & Maintain Traffic Control - Phase C	1	LS	\$5,946.00	\$5,946.00	\$4,200.00	\$4,200.00
57	Removal of Contaminated Soil	100	CY	\$35.00	\$3,500.00	\$100.00	\$10,000.00

Base Bid Total:

\$5,488,236.00

\$7,877,777.77

CONTRACT AMENDMENT & CHANGE ORDER

Change Order No. 3

Date 05/19/22

Contract No. 133-21 for the following public work : Unit U-21, Apple Creek Ct & Plamann Park S&W Construction

between Superior Sewer & Water 1801 Deer Trail Ct, Luxemburg, WI 54217
 (Contractor Name) (Contractor Address)

and the City of Appleton dated: 20-Oct-21 is hereby changed in the following particular wit:

Item No.	Account No.	Current Contract Amount	Current Contingency	C.O. Amount (+/-)	Contingency (+/-)	New Contract Total	New Contingency Total
1	<u>5431.690803</u>	<u>\$2,823,201.08</u>	<u>\$20,845.73</u>	<u>\$37,494.48</u>		<u>\$2,860,695.56</u>	<u>\$20,845.73</u>
2	<u>53206730.680905</u>	<u>\$1,134,709.72</u>	<u>\$18,044.77</u>	<u>\$26,798.73</u>		<u>\$1,161,508.45</u>	<u>\$18,044.77</u>
3	<u>5230.6809.4</u>	<u>\$1,540.00</u>	<u>\$839.50</u>			<u>\$1,540.00</u>	<u>\$839.50</u>
4							
5							
6							
7							
8							
9							
10							
	Total	<u>\$3,959,450.80</u>	<u>\$39,730.00</u>	<u>\$64,293.21</u>	<u>\$0.00</u>	<u>\$4,023,744.01</u>	<u>\$39,730.00</u>

Reason for Change: * Extra Tree Removal: Needed more clearance to install sanitary main & water main. Bid for estimated 400 inch dia. at \$31/inch. Actual was 2,134 inch dia. (\$53,597.45 split between sanitary and water)

* Extra gravel backfill needed at Pop Warner lot: location of sanitary lateral was changed. (\$10,695.76)

Funding for this contract amendment will be through approved 2022 "Plamann Park Phase II" budget allocations.

The Contract Time will be (increased / decreased / unchanged) by this Change Order: 0 Days

The Date of Completion as of the date of this Change Order therefore is: 16-Jun-22

Finance Committee Agenda Date: 05/23/22

Date approved by Council: 06/01/22



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

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915-3128
920-832-5945 tel.
920-832-5949 fax

TO: Chairperson Brad Firkus and Members of the Finance Committee

FROM: Utilities Director Chris Shaw

DATE: Thursday, May 19, 2022

RE: *Information Item: Change Order #3 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$10,495 for the replacement of tank carbon steel header to stainless steel resulting in a decrease of contingency from \$13,115 to \$2,620*

BACKGROUND

The #2 Dissolved Air Flootation (DAF) Tank has been identified as an additional hauled waste receiving tank. The tank will provide an additional 35,000 gallons or a 50% increase in receiving station capacity. The DAF will also be able to revert to a DAF should the need arise. As a receiving station tank, a protective coating on all carbon steel components is required.

CHANGE ORDER #3

Change Order #3 is for both the replacement of deteriorated carbon steel header in the tank and for the fabrication and installation of a new 316 stainless steel header. The project cost includes all materials and labor to accomplish the objectives.

SUMMARY

Change Order #3 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$10,495 for the replacement of the carbon steel header with a fabricated stainless-steel header resulting in a decrease of contingency from \$13,115 to \$2,620



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

TO: Human Resources/Information Technology Committee, and Common Council
FROM: Jeri Ohman, Finance Director
DATE: May 25, 2022
RE: Request Approval of Over Hire for Payroll Coordinator

The City of Appleton Payroll Coordinator has provided notice of retirement effective September 2, 2022. This position has been performed by the incumbent for over 20 years.

This position is critical to the organization and works independently on bi-weekly payroll processing, payments related to payroll withholdings, and monthly/quarterly/annual reporting requirements. It is responsible for knowing and applying federal and state regulations pertaining to payroll. This position is also responsible for maintaining the payroll module of Tyler Munis.

In order for us to have a successful transition, I believe the City would benefit from having the incumbent provide training over a six week period. This would allow for three pay periods and one monthly reporting period during the over hire timeframe.

The hiring process has started and our hope is to have a successor start on July 25, 2022. The financial impact is expected to be approximately \$9,000. This cost can be absorbed within the current 2022 Finance Department budget.

Thank you for your consideration of this request. Please feel free to contact me if you have questions.



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

TO: Human Resources/Information Technology Committee, and Common Council
FROM: Jeri Ohman, Finance Director
DATE: May 25, 2022
RE: Request Approval of Over Hire for Purchasing Manager

The City of Appleton Purchasing Manager has provided notice of retirement effective August 5, 2022. This position has been performed by the incumbent for 20 years.

This position is responsible for managing centralized purchasing and the procurement card program for the City, including monitoring compliance with established policies and procedures. This position also assists departments with contract and procurement-related questions.

In order for us to have a successful transition, I believe the City would benefit from having the incumbent provide training over a three week period. This would allow time to train on the different aspects of the position, as well as transfer knowledge of current issues.

The hiring process has started and our hope is to have a successor start on July 18, 2022. The financial impact is expected to be approximately \$5,000. This cost can be absorbed within the current 2022 Finance Department budget.

Thank you for your consideration of this request. Please feel free to contact me if you have questions.