



# City of Appleton

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

## Meeting Agenda - Final Utilities Committee

---

Wednesday, August 17, 2022

6:45 PM

Council Chambers, 6th Floor

---

### SPECIAL

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
[22-1003](#) Approval of the July 26, 2022 Utilities Committee Meeting Minutes.

**Attachments:** [July 26, 2022 Utilities Committee Meeting Minutes.pdf](#)

#### 4. Public Hearings/Appearances

#### 5. Action Items

- [22-1006](#) Award Engineering Contract to McMahon Associates for the Water Treatment Facility Optimized Corrosion Control Treatment (OCCT) Phosphoric Acid System Design in the amount of \$35,200 with a contingency of \$5,280.

**Attachments:** [OCCT Project 08-01-22.pdf](#)

#### 6. Information Items

#### 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.*



# City of Appleton

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

## Meeting Minutes - Final Utilities Committee

---

Tuesday, July 26, 2022

4:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

*Chairperson Meltzer called the Utilities Committee Meeting to order at 4:30 p.m.*

2. Roll call of membership

**Present:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

3. Approval of minutes from previous meeting

[22-0931](#)

Approval of the July 12, 2022 Utilities Committee Meeting Minutes.

**Attachments:** [July 12, 2022 Utilities Committee Meeting Minutes.pdf](#)

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

**Aye:** 4 - Meltzer, Doran, Firkus and Schultz

**Abstained:** 1 - Jones

4. Public Hearings/Appearances

[22-0932](#)

Chuck Boehm, P.E., Director of Client Services with Brown and Caldwell, presentation of the Citywide Stormwater Management Plant Update.

**Attachments:** [July 26 2022 SWMP presentation.pdf](#)  
[Appleton SWMP Final Report Combined NoFigs 20220303.pdf](#)  
[AppendixA-Figures.pdf](#)

5. Action Items

[22-0933](#)

Request to approve Lead and Galvanized Steel Water Service Replacement Program Eligibility and Participation Policy.

**Attachments:** [Attachment - Utilities Committee - 07-26-22 - Eligibility Policy for Private Lead Service Replacement Program.pdf](#)

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

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz

**6. Information Items**

[22-0934](#)

Monthly Reports for April, May, and June 2022:

-Wastewater Treatment Plant Synopsis and Receiving Station Revenue Report

-Water Treatment Facility Synopsis

-Water Distribution and Meter Team Monthly Report - June

**Attachments:** [2022 Qtr 2 Wastewater Treatment Plant Synopsis.pdf](#)

[2022 Qtr 2 Water Plant Synopsis.pdf](#)

[Water Main Breaks - June 2022.pdf](#)

*The reports were reviewed.*

**7. Adjournment**

**Schultz moved, seconded by Firkus, that the Utilities Committee be adjourned at 5:14 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Meltzer, Doran, Firkus, Jones and Schultz



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

Department of Utilities  
Water Treatment Facility  
2281 Manitowoc Road  
Menasha, WI  
920-832-5945 tel.  
920-832-5949 fax

**TO:** Chairperson Vered Meltzer and Members of the Utilities Committee

**FROM:** Utilities Director Chris Shaw

**DATE:** August 1, 2022

**RE:** *Award Engineering Contract to McMahon Associates for the Water Treatment Facility Optimized Corrosion Control Treatment (OCCT) Phosphoric Acid System Design in the amount of \$35,200 with a contingency of \$5,280*

**BACKGROUND:**

Corrosion in a water distribution system can lead to shortened service life of infrastructure components as well as reduced water quality at customers taps. Nationally, and at the State level, lead levels have become a concern amongst regulators and the general public. This concern is a result of corrosion where water systems water chemistry allows for the release of lead from pipes which can be above Federal regulatory limits.

Currently, the Appleton Water Treatment Facility meets all State and Federal requirements for lead. However, the Wisconsin Department of Natural Resources (WDNR) and the Appleton Water Utility completed an analysis of treatment options which resulted in a recommended change from the current polyphosphate/orthophosphate blend to phosphoric acid for optimized corrosion control.

This engineering project will provide for the development of bidding documents for a new phosphoric acid treatment system. Subsequently, shop drawing submittal reviews and approvals will be the responsibility of the selected firm. The engineering scope also includes field services for construction management and the firm will be responsible for contract administration.

**PROPOSALS:**

A Request for Proposal (RFP) team evaluated proposals from three firms. Proposal elements evaluated included resources of the firm, project understanding, project team experience, and ability to complete the work within schedule. The criteria for this recommendation is based on the Department of Utilities RFP Evaluation Tool, followed by an evaluation of sealed quotes. The team selects the proposal and cost quotation that represent the best value to the City.

For this project, the McMahon Associates proposal was selected by the team. The McMahon proposal had the overall highest ranking and the lowest cost. The team believes McMahon will accomplish a successful project based on their familiarity of chemical systems, a sound project approach, and a favorable project history with the Department.

The following table summarizes the individual proposal scores and company quotes.

<b>Firm</b>	<b>Quote</b>	<b>Proposal Points</b>	<b>Value Scoring</b>	<b>Overall Rank</b>
Strand and Associates	\$156,700	100	60	3
Jacobs	\$166,300	190	114	2
McMahon Associates	\$35,200	160	450	1

**RECOMMENDATION:**

Award Engineering Contract to McMahon Associates for the Water Treatment Facility Optimized Corrosion Control Treatment (OCCT) Phosphoric Acid System Design in the amount of \$35,200 with a contingency of \$5,280.

If you have any questions regarding this project please contact Chris Shaw at ph: 920-832-2362