



City of Appleton

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

Meeting Agenda - Final Finance Committee

Monday, September 12, 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

[22-1153](#) Request to approve Meeting Minutes from the 8/22/2022 Finance Committee Meeting.

Attachments: [MeetingMinutes Aug 22-2022.pdf](#)

[22-1154](#) Request to approve Meeting Minutes from the 9/7/22 Special Finance Committee Meeting.

Attachments: [MeetingMinutes Sep-07-2022-03-32-28.pdf](#)

5. **Action Items**

[22-1155](#) Request to award the Aeration Tank #1 Repairs contract to Staab Construction Corporation in the amount of \$237,000 with a 5% contingency of \$11,850 for a project total not to exceed \$248,850.

Attachments: [Award Aeration Tank #1.pdf](#)

6. **Information Items**

[22-1152](#) Contract 1-22 was awarded to Van Ert Electric Company, Inc. for \$83,450 with a contingency of \$6,000 for WWTP Tunnel Lighting Replacement. Change orders were approved totaling \$4,241. Final contract amount is \$87,691 with a contingency of \$1,759. Payments issued to date total \$81,929.23. Request final payment of \$5,762.06.

[22-1157](#)

Contract 59-21 was awarded to Cardinal Construction for \$303,395 with a contingency of \$36,407 for WWTP Electrical E. Bldg. Change orders were approved totaling \$30,724. Final contract amount is \$334,119 with a contingency of \$5,683. Payments issued to date total \$317,413.42. Request final payment of \$16,705.98.

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 Jeri Ohman at (920) 832-5742.



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Meeting Minutes Finance Committee

Monday, August 22, 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

[22-1066](#)

August 8, 2022 Finance Committee minutes

Attachments: [MeetingMinutes Aug 08-2022-02-21-02.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**

5. **Action Items**

[22-1067](#)

Request to reject bids from Cardinal Construction Co, Inc and Frank O Zeise Construction Co, Inc for the 2022 Telulah Pavilion Renovation Project

Attachments: [2022 Telulah Pavilion Project \(Reject Bids\).pdf](#)

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

[22-1068](#)

Request to reject bid from Cardinal Construction, Inc in the amount of \$631,600 for the Appleton Wastewater Treatment Plant F1-Building Remodeling Project

Attachments: [2022 F1-Building Remodeling Project \(Reject Bids\).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

[22-1069](#)

Request to reject bids from Otis Elevator Company and Frank O Zeise Construction Co, Inc for the 2022 Appleton Red Ramp Elevator Upgrades Project

Attachments: [2022 Red Ramp Elevator Project \(Reject Bids\).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

[22-1070](#)

Request to reject bid from the Wilson Group, Inc in the amount of \$173,086 for the Appleton Wastewater Treatment Plant 2022 Asbestos Remediation Project

Attachments: [2022 AWWTP Asbestos Remediation Project \(Reject Bids\).pdf](#)

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

[22-1082](#)

Request to reject bids from B & P Mechanical, Inc, Great Lakes Mechanical, Inc, Rohde Brothers, Inc, August Winter and Sons, Inc and Belonger Corporation, Inc for the 2022 Appleton Wastewater Treatment Plant H & J Buildings HVAC Upgrades Project

Attachments: [2022 AWWTP H J Buildings HVAC Upgrades Project \(Reject Bids\).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

[22-1073](#)

Request to approve the Wastewater Treatment Plant's F-1 Building Remodeling Project Engineering Services Amendment #1 increasing the McMahon's total contract amount by \$20,000 from \$24,500 to \$44,500

Attachments: [2022 AWWTP F-1 Building Design Contract Ammendment.pdf](#)

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

[22-1083](#)

Request to award the ARPA Grant Administration contract to Booth Management Consulting, LLC for a project total not to exceed \$150,000

Attachments: [ARPA Grant Administration.pdf](#)

Fenton 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

[22-1100](#)

Request to approve the allocation of excess General Fund balance at December 31, 2021 and the following related 2022 Budget amendments:

General Fund

Transfer Out - IT Capital Projects Fund	+\$ 550,000
Public Works Department	+\$ 150,000
General Administration	+\$ 50,000
Public Works and Park & Recreation Departments	+\$ 150,000
General Fund Balance - Reserve for Contingencies	+\$ 275,000
General Fund Balance	-\$1,175,000

IT Capital Projects Fund

Transfer In - General Fund	+\$ 550,000
Machinery & Equipment	+\$ 550,000

to allocate excess general fund balance at 12/31/21 per City Fund Balance Policy (2/3 vote of Council required)

Attachments: [2022 Excess Fund Balance Memo.pdf](#)

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

6. Information Items

[22-1071](#)

Contract 59-21 was awarded to Cardinal Construction Co for the 2021 AWWTP Lower Substation Building Renovation Project in the amount of \$303,395 with a contingency of \$36,407. Two change orders were issued that total \$30,724 to lower the top elevation of the mixed liquor channel and installing new building windows. Payments to date total \$317,413.42. Request to issue the final contract payment of \$16,705.98

This final contract payment was presented

[22-1072](#)

Contract 153-21 was awarded to Van Ert Electric Company, Inc for the Green Ramp Lighting Upgrades Project in the amount of \$84,500 with a contingency of \$5,507. One change order was issued in the amount of \$5,000 to install additional lights on the third floor lobby, fourth floor lobby, and north exterior wall. Payments to date total \$80,275. Request to issue the final contract payment of \$9,225

This final contract payment was presented

[22-1074](#)

Contract 1-22 was awarded to Van Ert Electric Co., Inc for the 2021 Lighting Upgrades Project in the amount of \$83,450 with a contingency of \$6,000. One change order was issued in the amount of \$4,241 to install additional light fixtures in the S-Building basement and M-K tunnel. Payments to date total \$81,929.23. Request to issue the final contract payment of \$5,762.06

This final contract payment was presented

[22-1075](#)

Contract 59-21 was awarded to Cardinal Construction for \$303,395 with a contingency of \$36,407 for WWTP Electrical E Building. Change orders were approved totaling \$30,724. Final contract amount is \$334,119 with a contingency of \$5,683. Payments issued to date total \$317,413.42. Request final payment of \$16,705.98

This final contract payment was presented

7. Adjournment

**Siebers moved, seconded by Meltzer, 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

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Meeting Minutes Finance Committee

Wednesday, September 7, 2022

6:15 PM

Council Chambers, 6th Floor

SPECIAL

1. Call meeting to order

Meeting called to order at 6:15pm.

2. Roll call of membership

Present: 4 - Meltzer, Firkus, Van Zeeland and Fenton

Excused: 1 - Siebers

5. **Action Items**

[22-1123](#)

Request to approve the following 2022 Budget amendment:

General Fund - Fire

Federal Grant	+\$192,088
Overtime Wages	+\$142,984
Training/Conferences	+\$ 49,104

to record the acceptance of the Assistance to Firefighters Grant for the paramedic training program (2/3 vote of Council required)

Attachments: [AFG Paramedic Training Grant.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: 4 - Meltzer, Firkus, Van Zeeland and Fenton

Excused: 1 - Siebers

6. **Information Items**

7. Adjournment

A motion was made by Alderperson Van Zeeland, seconded by Alderperson Fenton, that this meeting be adjourned. Motion carried by the following vote:

Aye: 4 - Meltzer, Firkus, Van Zeeland and Fenton

Excused: 1 - Siebers



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

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

TO: Chairperson Brad Firkus and Members of the Finance Committee

FROM: Chris Shaw, Utilities Director

DATE: August 25, 2022

RE: *Award Aeration Tank #1 Repairs contract to Staab Construction Corporation in the amount not to exceed \$237,000 with a 5% contingency of \$11,850*

BACKGROUND:

The #1 Aeration Tank is one-million-gallon concrete tank that was constructed in 1964. The tank represents 20% of the wastewater treatment capacity. Structurally, the tank is in sound condition. However, the seal between the concrete floor and poured walls needs to be replaced. The tank has 32 pressure relief valves that allow ground water relief. Most of these valves have seized and are not functional. This construction project will correct these tank operating deficiencies.

BIDDING:

Construction bidding documents were developed by McMahon Associates and the project was publicly bid. A summary of the bids received in the table below.

Contractor	Bid
Staab Construction Corporation	\$237,000
Norcon Corporation	\$245,470
Lunda Construction Company	\$399,000

Staab Construction Corporation was the least cost bid and has provided successful construction services in the past for the Department of Utilities.

RECOMMENDATION:

Approval of award for the Aeration Tank #1 Repairs contract to Staab Construction Corporation in the amount not to exceed \$237,000 with a 5% contingency of \$11,850. If you have any questions or require additional information regarding this project, please contact Chris Shaw at 920-832-5945.