

All Action Items

Finance Committee

Mon, Jul 07, 2025 5:30PM

Aldersperson Chris Croatt (District 14) 00:49

Okay, no scheduled public hearings or appearances. We'll take our action items in order, since there's no one in the audience tonight. 25-0737 is the request to—request to award sole source engineering, bidding, and construction services to McMahon as part of water tower booster pump improvements in the amount of \$28,000 with a 10% contingency of \$2,800 for a total not to exceed \$30,800.

Aldersperson Sheri Hartzheim (District 13) 01:17

Move to approve.

Aldersperson Denise Fenton (District 6) 01:18

Second.

Aldersperson Chris Croatt (District 14) 01:18

Motion and a second to approve. Director Stempa? District one, okay.

Director Chris Stempa (Utilities) 01:25

I can answer any questions if there's something not covered in the in the memo, or if you want some further detail.

Aldersperson Chris Croatt (District 14) 01:35

Okay. Are there any questions? Or does anybody want any more information than what was in the memo? Very detailed memo. So, okay. Alder van Zeeland.

Aldersperson Katie Van Zeeland (District 5) 01:45

If I could just ask, is this—this project has been on the books since I've been an aldersperson. It seems like it maybe fell behind a little bit. Can you just talk about the timeline? Is this going to resolve the issues?

Director Chris Stempa (Utilities) 01:58

In the original project that dates back to the—following the master distribution plan update in 2018 2019, there were some shortcomings to some of the pressure—low pressures in the southeast pressure zone, or what would be a new pressure zone. They, at the time, wanted to wait until some of the options were exhausted, which included potentially raising Matthias tower. That was one of the options.

Director Chris Stempa (Utilities) 02:23

The booster pump idea—I don't see it's a new concept. It was in there but was added later. And I mean, like, just like three years ago, as we were looking at what the costs would be to add a new pressure zone. The costs that were in that last update are not reflective of what the actual cost to construct a new elevated tower, a new ground reservoir, a new pressure release valve station, all the associated piping and large valves—significant capital investment. And so, what this project is going to do is going to at least give us a lot more time to more critically evaluate all the infrastructure that's going to be needed. And it's not a sunk cost, not a wasted cost. This this will provide some options down the road as well. To—so to answer your question, it—the booster

pump station is not, is not, does not date back as far as the last update, and probably some of your memories of this discussion are regarding the new pressure zone.

Aldersperson Katie Van Zeeland (District 5) 03:20

But this will extend things, and it will resolve the issues with the pressure that we have?

Director Chris Stempa (Utilities) 03:24

That is the intent, the intent of it. I don't want to over promise and [...]

Aldersperson Katie Van Zeeland (District 5) 03:29

This will at least mitigate it and—

Director Chris Stempa (Utilities) 03:31

It absolutely will.

Aldersperson Katie Van Zeeland (District 5) 03:31

—deal with a larger infrastructure project.

Director Chris Stempa (Utilities) 03:33

That's right.

Aldersperson Katie Van Zeeland (District 5) 03:33

Okay, great. Thank you.

Aldersperson Chris Croatt (District 14) 03:35

Good. Any other questions or comments? Seeing none? Okay, we'll take a vote. All those in favor of awarding the contract signify by saying, aye.

Alderspersons Van Zeeland, Fenton, and Hartzheim 03:45

Aye.

Aldersperson Chris Croatt (District 14) 03:45

All opposed? Four, zero.

Aldersperson Chris Croatt (District 14) 03:47

Okay, moving on to 25-0738, is a request to award unit DD-25 Macville quarry, grading, and capping contract to MCC Incorporated in the amount of \$131,126.25 with the—a 15% contingency of \$19,668.94 for a contract total not to exceed \$150,795.19

Aldersperson Sheri Hartzheim (District 13) 04:17

Move to approve.

Aldersperson Denise Fenton (District 6) 04:18

Second.

Aldersperson Chris Croatt (District 14) 04:18

Okay. Motion and a second to approve. Any anybody from staff want to start? Director—Deputy Director Neuberger, which? District two? Okay. Then we'll take some questions.

Deputy Director Pete Neuberger (Public Works) 04:28

Thank you. Thank you chair. So just a little bit of background on the purpose for this project. So, the—so this is the former northeast asphalt quarry site in Mackville that the that the city owns. It—there are some whole buildings located on this property, but this is really in reference to the west part of the property that, historically, the city has used for a leaf composting site. The city still has a permit with the DNR to compost leaves at this site, but it hasn't been used for that purpose for some years, because the site has instead been used as a disposal site for permeative, low hazard waste disposal for a number of city projects dating back several years, including, most recently, the library site, some pond sites, the Rocky Blier run and then the associated bridge works site.

Deputy Director Pete Neuberger (Public Works) 05:27

So, the city saved many, many hundreds of thousands of dollars over the years by placing low hazard waste here, rather than having to landfill it. And most of those projects, the permit from the DNR required that the material that was placed there after it had been placed to get a two-foot cap of clean material on top of it. But because—the pattern, generally, over the years, has been we would put a project out there, and then the DNR said, "Okay, you don't have to put the cap on yet, because here comes another project." So now we've, we've done these projects now, and now it's time for us to finally get that, get that cap on per the DNR permit to meet those requirements.

Deputy Director Pete Neuberger (Public Works) 06:13

So, this would involve about a two-foot cap of clean material to go on top of this this big area. So that's one of the main parts of getting this is meeting our DNR capping requirements. Then the second part of this would be to reestablish a compost pad so that DPW has the ability to resume composting activities out there.

Alderman Chris Croatt (District 14) 06:34

Okay, great. And that probably answered some questions. The 15% contingency, is that just because of the nature of the project, maybe some unknowns? It seems a little high.

Deputy Director Pete Neuberger (Public Works) 06:44

Right. Right. So, we, you probably saw from the award form that we've got some quite a bit of wiggle room below the budget here yet. So, we're just using that as an opportunity to try to—just as you said, a lot of times, grading activities, dealing with soil you're never quite sure what you're what you're going to get there. So, this is, this is a basically just taking advantage of a little bit of extra budget room to make sure that we can get the project done right, if we run into a few curve balls.

Alderman Chris Croatt (District 14) 07:14

Okay. And the budget was 250. All the bids were below that. There was four bidders. MCC was the lowest. Yeah, there was a range from 131 to 175-ish.

Deputy Director Pete Neuberger (Public Works) 07:25

Correct.

Alderman Chris Croatt (District 14) 07:26

Okay. Other questions? Alder Fenton and then Alder Hartzheim.

Alderman Denise Fenton (District 6) 07:31

Thank you, Chair.

Alderson Chris Croatt (District 14) 07:32

I'm not sure who was first.

Alderson Denise Fenton (District 6) 07:34

Related—my question is related to that budget amount, because all the bids were so much under the budget. So, did we overestimate? Did it turn out—did it turn out we needed to do less work than we had when we made the budget? Different—just some explanation of the difference between the budget amount and where the bids came in.

Deputy Director Pete Neuberger (Public Works) 07:55

I would say there's probably two main reasons for that. One reason for it is when the budget was originally developed we didn't have a final grading plan yet, so we weren't quite sure what we were going to need in terms of the quantities. That was part of it. And another thing is, anytime that you're dealing with a contract like that where you're importing material, you're never quite sure, like, what sources of material the contractors are going to have available to them, and what haul distances would be involved. Contractors are really good at finding ways to make use of the materials that they have on hand, so I think we were—I would chalk this up to us being fortunate enough to having some contractors that had material close by that they needed to get rid of.

Alderson Denise Fenton (District 6) 08:36

Thank you. Thank you, Chair.

Alderson Chris Croatt (District 14) 08:38

Thanks. Alder Hartzheim.

Alderson Sheri Hartzheim (District 13) 08:39

Thank you, Chair. Might I direct to deputy—

Alderson Chris Croatt (District 14) 08:41

Yes, you may.

Alderson Sheri Hartzheim (District 13) 08:45

Why is this under the stormwater capital budget?

Deputy Director Pete Neuberger (Public Works) 08:50

Most of the projects had a had a stormwater component of them to them. Pond project from several years ago, there was the—so I would say the stormwater utility was the first one to touch this, and the leaf composting activities are related to stormwater function. So, I would say those are probably the main reasons.

Alderson Sheri Hartzheim (District 13) 09:15

Okay, thank you.

Alderson Chris Croatt (District 14) 09:15

Maybe also the DNR permitting is tied to the stormwater in some way/

Deputy Director Pete Neuberger (Public Works) 09:20

It's—the DNR permitting, I would say is, like is most closely tied to the construction projects that that it was related to, which, again, there's the storm water storm water relevance that I mentioned earlier.

Alderson Chris Croatt (District 14) 09:33

All right. Other questions? Comments? All right, thank you. We'll take a vote. All right, all those in favor of awarding the contract to MCC signify by saying aye.

Aldersons Van Zeeland, Fenton, and Hartzheim 09:43

Aye.

Alderson Chris Croatt (District 14) 09:44

All opposed? Four Zero.

Alderson Chris Croatt (District 14) 09:46

Okay, 25-0751, request to approve 2026 sole source agreement with Baycom and Motorola Solutions for portable radios to receive promotional discount. Is there a motion to get it on the table?

Alderson Denise Fenton (District 6) 10:01

Move to approve.

Alderson Chris Croatt (District 14) 10:02

Is there a second?

Alderson Katie Van Zeeland (District 5) 10:04

I'll second.

Alderson Chris Croatt (District 14) 10:04

Okay, motion and a second. Chief Olson, thank you for coming. Are you off today?

Police Chief Polly Olson 10:09

No, I just have plans after the meeting.

Alderson Chris Croatt (District 14) 10:12

Okay. Thanks for coming. You want to just talk through the memo, and I know this will also be at Safety and Licensing on Wednesday.

Police Chief Polly Olson 10:19

That's correct, as an informational. So essentially, we became aware that the sheriff's department was also looking at adding or upgrading radios for next year, and we worked with them to basically do, not necessarily a joint purchase, but purchase at the same time, which is what we did back in 2013 when we last purchased our radios. As you can see by committing now and in getting through some of the purchase agreements early, we can save overall—what was it? I know it's like 150,000—\$115,000. Initially. The request was actually even a greater savings; however, we couldn't meet some of the initial deadlines, so we renegotiated with them, landing at the price point of \$4,640 per radio if we're able to sign an initial contract by July 31 committing to the purchase for next year.

Police Chief Polly Olson 10:19

Okay, thank you. That's a pretty substantial savings. 115—\$116,000

Police Chief Polly Olson 11:30

Yeah, well, and especially since it was already in my—planned on being in my CIP for next year. And so, once we learned that we could by moving just a little bit quicker on some of the commitments save that money, I thought that was well worth the time spent getting it on the agenda early.

Alderman Chris Croatt (District 14) 11:48

It's hard to believe 20—it was 2013 when they were last purchased.

Police Chief Polly Olson 11:52

Yeah, they're well beyond their normal life. So, yeah, it was an inevitable purchase, unfortunately, an expensive one, but one that's definitely needed.

Alderman Chris Croatt (District 14) 12:03

Okay. Other questions. Alder Hartzheim, go ahead.

Alderman Sheri Hartzheim (District 13) 12:07

Thank you. Chief Olson, I appreciate that you stated that this is going to be a future purchase. Director Ohman, how does this work as far as committing today versus actual cash from the CIP?

Alderman Chris Croatt (District 14) 12:21

District Four should be on.

Director Jeri Ohman (Finance) 12:23

Thank you. Thank you. My understanding is that we will sign a purchase agreement with them, but with the contingency that if it's not approved as part of the budget, then we walk away from the purchase.

Alderman Sheri Hartzheim (District 13) 12:35

And they will still honor that is what you're both saying. Excellent. The other—the other question I ask about is the sole source request. I understand continuity of design, but these are obviously not available elsewhere. Is that true? Is that—I mean, obviously we're getting a great price with them, and that's a reason to do this. But is it really a net necessity that we that this is a sole source?

Police Chief Polly Olson 13:03

I believe it is. We could—we've tried out actual—like last time we purchased we did try different radio models that were less expensive, and there's a clear difference in the quality of radio, how long it lasts. The fact that we were able to get as many years out of this radio to begin with, I think is well worth going with this company in this brand of radio.

Police Chief Polly Olson 13:24

The other thing is, is that the training curve is much less for my officers, because the buttons are all in the same place. There's very little change in design, just upgraded technology in terms of how the inside of the device is constructed, as I understand, but from an external perspective, again, the emergency buttons, the other buttons, are all located similarly, and then also the pouches and ways that we attach them to our belt or to our vest are specific to this radio as well. So, it does reduce the other—other added costs that would go along with changing a radio design.

Alderman Sheri Hartzheim (District 13) 14:03

Thank you. That's helpful, because that actually bolsters this sole sourcing. So, I appreciate that. Thank you.

Alderman Chris Croatt (District 14) 14:09

Chief, is there—are there—and I if I recall the County's discussion about this, the sheriff and the deputies were—spoke very highly of the features on these new radios compared to the old radios. Are there other benefits for the Appleton police department to be on the same radio as the county?

Police Chief Polly Olson 14:28

I believe so since we do share the same communication center, it does make it a lot easier when you're looking at streamlining communications between departments.

Alderman Chris Croatt (District 14) 14:38

Thank you. All right. Any other questions or comments? Okay. I'm going to ask this because I made myself a note. Is—and I know it's after the fact, and I know that contracts had to be in by the end of last year, but would this have been an ARPA eligible expense? I mean, I know we did probably have to consult with a consultant to be sure, but I'm guessing maybe possibly it could have been.

Director Jeri Ohman (Finance) 15:05

I feel like that would have been an allowable project, but again, we would have, like you said had to run it through the consultant.

Alderman Chris Croatt (District 14) 15:12

And the contract would have had to have been signed in December versus six months later. Okay, all right. Other comments, questions? All right, not seeing any. Okay. All those in favor of approving the sole source with Baycom and Motorola Solutions signify by saying aye.

Aldermen Van Zeeland, Fenton, and Hartzheim 15:12

Aye.

Alderman Chris Croatt (District 14) 15:13

All opposed? Four, zero. Okay.

Alderman Chris Croatt (District 14) 15:25

All right. 25-0779, request to award sole source purchase of Appleton Wastewater Treatment Plant phosphorus analyzer to William Reed limited for the tot—for a total cost not to exceed \$49,845. Is there a motion?

Alderman Denise Fenton (District 6) 15:47

Move to approve.

Alderman Sheri Hartzheim (District 13) 15:48

Second.

Alderman Chris Croatt (District 14) 15:48

Motion and a second to approve awarding the sole source. Are you going to make a sole source comment? Alderman Hartzheim, you have to.

Alderman Sheri Hartzheim (District 13) 15:57

I intend to. Actually, I surprised y'all by putting second on an actual sole source. This is a big thing. I appreciate that this is something that's been analyzed. I assume that this will be bolstered by the comment from Director

Stempa, but that this was bolstered by a group of folks that know how to use these things, and this is exactly what they're saying they want, and there's only one place to get it.

Director Chris Stempa (Utilities) 16:26

You're right. I even struggle with the sole source part. It feels like an RFP for consulting services, and so we went about the much in the same way. So rather than looking at it strictly on costs, given the necessity to make sure it helps us comply with future permit limits, it also needs to function. I'm not the guy taking care of this, right? So, we brought in staff that were taking care of it. So, we wanted to—and the—and the providers of this equipment were good enough to participate.

Director Chris Stempa (Utilities) 16:54

There was actually a third participant in this, and that was our existing analyzer equipment that we've been using for the last 10 years. Project I was involved with back in 2011, '12, '13, and '14. It functions well as hoc equipment, reliable. They've got a different business model, and so—and more so because it strictly wasn't based on cost. It was it was based on the factors that were involved with the staffing, that were involved in the in the evaluation. It's harder to maintain the replacement equipment. Our parts and pieces are much more expensive, so your ROI is a lot different. So that that opportunity that we had this time around was to look at all those extra things.

Director Chris Stempa (Utilities) 17:33

And so, Chemsan, although they all provide similar data, the equipment operates differently. It functions differently. It's maintained differently. The replacement parts and pieces are different. And so based on all those factors, the Chemsan was deemed the most appropriate fit for us. Hence, the sole source.

Aldersperson Sheri Hartzheim (District 13) 17:53

Yeah, I was pretty excited about the total score being substantially larger, not that I know anything about how they score these things.

Aldersperson Chris Croatt (District 14) 18:02

All right. Other comments, questions? Not seeing any. Let's take a vote. All those in favor of awarding the sole source to William Reed Limited, signify by saying aye.

Alderspersons Van Zeeland, Fenton, and Hartzheim 18:12

Aye.

Aldersperson Chris Croatt (District 14) 18:13

All opposed? Four Zero.

Aldersperson Chris Croatt (District 14) 18:15

Okay. That—one more action item. 25-0780, request to award contract to advance construction incorporated for the Summer Street lift station replacement project in the amount of \$1,194,000 with a 7.5% percent contingency for of \$89,550 for a project total not to exceed \$1,283,550. Is there a motion to award?

Aldersperson Denise Fenton (District 6) 18:45

Move to approve.

Aldersperson Sheri Hartzheim (District 13) 18:46

Second.

Aldersperson Chris Croatt (District 14) 18:46

Okay. Motion and a second to approve awarding. Director Stempa.

Director Chris Stempa (Utilities) 18:51

This is one we want to get moving on. So, we're looking forward to getting it getting it going.

Aldersperson Chris Croatt (District 14) 18:56

Okay. Questions from committee members? No questions. All right, all those in favor of awarding the contract signify by saying aye.

Alderspersons Van Zeeland, Fenton, and Hartzheim 19:06

Aye.

Aldersperson Chris Croatt (District 14) 19:06

All opposed? Four zero. All right, that takes care of the action items.