



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Finance Committee

Monday, July 7, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[25-0711](#) Finance Committee Meeting Minutes June 9, 2025

Attachments: [MeetingMinutes09-Jun-2025.pdf](#)

5. **Public Hearing/Appealances**

6. **Action Items**

[25-0737](#) Request to award sole source Engineering Bidding and Construction Services Contract 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

Attachments: [250618_SoleSourceAward_McMahon_TowerPumpConstructionServices.pdf](#)

[25-0738](#) Request to award Unit DD-25 Mackville Quarry Grading & Capping contract to MCC, Inc., in the amount of \$131,126.25 with a 15% contingency of \$19,668.94 for a contract total not to exceed \$150,795.19

Attachments: [DD-25 Award-Funding-Bid Tab.pdf](#)

[25-0751](#) Request to approve 2026 sole source agreement with Baycom and Motorola Solutions for portable radios to receive promotional discount.

Attachments: [Radio Request to Committee \(002\).pdf](#)

[SoleSource.pdf](#)

[25-0779](#) Request to award sole source purchase of Appleton Wastewater Treatment Plant phosphorus analyzer to William Reid Ltd. for a total cost not to exceed \$49,845

Attachments: [250702_Finance Memo_Sole Source_Award_P Analyzer_William Reid.pdf](#)

[SoleSource William Reid.pdf](#)

[25-0780](#)

Request to award contract to Advance Construction, Inc. for the Summer Street Lift Station Replacement Project in the amount of \$1,194,000 with a 7.5% contingency of \$89,550 for a project total not to exceed \$1,283,550

Attachments: [250702_FinanceMemo_BidAward_AWWTP_Summer_LS_Advance_Contract.p](#)
[250702_FinanceMemo_Summer_LS_NoA_Bid_Tab.pdf](#)

7. Information Items

[25-0710](#)

Contract 126-24 was awarded to Rhode Bros for \$563,500 with a contingency of \$42,263 for the ORC Generator install. Change orders were approved totaling \$39,135. Final contract amount is \$602,635 with a contingency of \$3,128. Payments issued to date total \$587,569.12. Request final payment of \$15,065.88.

[25-0781](#)

Contract Unit H-25 was awarded to Norcon Corporation, Inc. for \$203,946.00 with a contingency of \$20,394.60 for Lawe Street Bridge over Fox River Repairs. Change orders were approved totaling an increase of \$5,961.38. Final contract amount is \$209,907.38. Payments issued to date total \$199,412.01. Request final payment of \$10,495.37

8. 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.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final Finance Committee

Monday, June 9, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Chair Firkus called the meeting to order at 5:30pm

2. Pledge of Allegiance

3. Roll call of membership

Aldersperson Van Zeeland joined at approximately 5:34 p.m. and appeared virtually

Present: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

4. Approval of minutes from previous meeting

[25-0613](#)

Finance Committee Meeting Minutes May 12, 2025

Attachments: [MeetingMinutes 05-12-25.pdf](#)

Croatt moved, seconded by Hartzheim, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Firkus, Hartzheim, Fenton and Croatt

Absent: 1 - Van Zeeland

5. Public Hearing/Appearances

6. Action Items

[25-0614](#)

Request to apply for 2026 a Safe Drinking Water Loan and to approve a Resolution declaring official intent to reimburse expenditures for loan disbursement payments

Attachments: [SDWL and Resolution Memo w Resolution.pdf](#)

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

Aye: 4 - Firkus, Hartzheim, Fenton and Croatt

Absent: 1 - Van Zeeland

[25-0678](#)

Request to approve two resolutions for the development of a corridor study and a comprehensive bike and pedestrian plan in support of SS4A Planning and Demonstration MPO Grant Applications

Attachments: [Memo SS4A resolution of support.pdf](#)
[Bike Ped Plan SS4A resolution of support.pdf](#)
[CTH KK SS4A resolution of support.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

[25-0618](#)

Request to award sole source purchase of AWWTP Polymer Make-Down Systems to Polydyne Inc for total cost not to exceed \$89,500

Attachments: [250603_Finance Memo_Sole Source PolymerMakedown_Polydyne.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

[25-0657](#)

Request to approve a resolution authorizing the Mayor and City Clerk to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the Safe Drinking Water Loan Program and award of \$510,523 for the Project

Attachments: [DNR SDWLP Resolution 2025.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

[25-0658](#)

Request to approve the following 2025 Budget amendment:

Water Utility Fund

Lead Service Replacement	+ \$510,523
Other Reimbursement Revenue	+ \$510,523

To record acceptance of the Principal Forgiven Financial Assistance Loan for private-side lead services replacements (2/3 vote of Council required)

Attachments: [Water Utility Fund 2025 Budget Amendment - LSL Program.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

[25-0644](#)

Approve Change Order #6 to Rohde Brothers, Inc. contract as part of the

AWWTP Sludge Piping and Digester Heat Exchanger Replacement Project totaling \$111,247 resulting in a decrease in contingency from \$134,357 to \$23,110

Attachments: [250603_Finance Info Memo AWWTP HEX ReplacementChangeOrderNo6-rev.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

[25-0677](#)

Request to approve amendment to increase ARPA Grant Administration contract with Booth Management Consulting, LLC by \$70,000 for an amount not to exceed of \$220,000

Attachments: [Memo_ARPA_BMContractAmendment_06052025.pdf](#)

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

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt

7. Information Items

[25-0656](#)

The following 2025 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

Park & Recreation

Ellen Kort Donations & Memorials	+ \$7,925
Park Maintenance Other Contracts/Obligations	+ \$7,925

To record grant funds to create a native habitat

Wastewater Utility

2024 Aeration Process Upgrades	- \$7,700
Midway Road Lift Station Valve Vault	+ \$7,700

For professional engineering services

[25-0620](#)

Change Orders #2, #3, and #4 to Staab Construction contract as part of the AWWTP Phase 2 Belt Filter Press Equipment Upgrade Project totalling \$84,851 resulting in a decrease in contingency from \$185,662 to \$100,811

Attachments: [250605_Finance Memo Phase 2 BFP Change Orders 2- 4 Staab.pdf](#)

[25-0660](#)

Change Order #1 to Contract 16-25 Unit H-25 Lawe Street Bridge over Fox River Repairs Project with Norcon Corporation totaling \$5,961.38 increase for a new not-to-exceed contract total of \$209,907.38 resulting in a decrease in contingency from \$20,394.60 to \$14,433.22

Attachments: [H-25 Contract Change Order 1_form.pdf](#)

8. Adjournment

Hartzheim moved, seconded by Croatt, that the be adjourned at 5:57pm. Roll Call. Motion carried by the following vote:

Aye: 5 - Firkus, Hartzheim, Van Zeeland, Fenton and Croatt



DEPARTMENT OF
UTILITIES

Department of Utilities
Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
p: 920-997-4200
f: 920-997-3240

www.appletonwi.gov/government/departments/utilities

MEMORANDUM

Date: June 18, 2025
To: Chairperson Brad Firkus and Members of the Finance Committee
CC: John Pogrant, Water Operations Supervisor
Kelli Rindt, Enterprise Accounting Fund Manager
From: Chris Stempa, Director of Utilities
Subject: **Action: Sole Source Engineering Bidding and Construction Services Contract 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**

BACKGROUND:

The City of Appleton water distribution system consists of a Appleton Water Treatment Facility (AWTF), four elevated storage tanks, one standpipe, one reservoir, two booster pumping stations, two valve stations and approximately 380 miles of transmission and distribution water mains. The water system is separated into three pressure zones to meet the service needs of the customers (Main, Ridgeway, and North). The distribution system is essential in providing fire flow capacities even during a power outage. Per Wisconsin Administrative Code NR 811, the minimum and maximum normal static pressure in the distribution system shall be 35 pounds per square inch (psi) and 100 psi, respectively. The distribution system pressure must also be maintained at a minimum of 20 psi under emergency conditions.

The 1.0-Million Gallon (MG) Matthias Street Water Tower is located in the southeastern portion of the City of Appleton. A booster pump was installed at the base of the tower following the 2001 construction of the AWTF. The booster pump was required to pump water from the water tower following the changes in hydraulics (e.g. higher pressure) which subsequently occurred when the treatment facility was relocated from West Water Street in Appleton to the current Manitowoc Road, Menasha location. The 1.0 MG Glendale Water Tower is located in the northern part of the city. The Glendale Water Tower is also impacted by the higher hydraulic grade which is required to pump water from the AWTF to the northern extents of the city's distribution system.

In 2021, McMahon Associates, Inc. (McMahon) recommended upsizing the booster pump at Matthias with two 1,000 gallon per minute pumps and adding new booster pumps at the Glendale Tower to restore the operational hydraulic profile. Those improvements would provide a more static pressure setpoint controlled at the AWTF in conjunction with the booster pump improvements to control bleed back into the distribution system that would match diurnal customer demands. It would also mitigate if not eliminate low pressure and high-pressure excursions throughout the distribution system that are currently required to fill and draw from water towers that fall outside of the current hydraulic grade.

On September 4, 2024, Common Council approved a sole source contract with McMahon engineering services to provide design services for the Water Tower Booster Pump Improvements Project which included drawings, specifications, and bid documents for Utilities Department staff review. In early May 2025, McMahon submitted the drawings and specifications for Wisconsin Department of Natural Resources (DNR) and Public Service Commission (PSC) for review and approval.

PROPOSAL

McMahon was asked to provide a proposal for public bidding and construction management services as part of the Water Tower Booster Pump Improvements Project. The McMahon proposal detailed tasks within each service phase from public bidding through final construction authorization. The proposed cost of design phase services totaled \$28,000.

JUSTIFICATION

The funding for the proposed \$28,000 in bidding and construction management services would come from the \$1.3M CIP project budget. The proposed bidding and construction services fees when coupled with the preliminary engineering contract work that McMahon has provided totals \$72,500 or 6% of the original CIP project budget. Typically, the total engineering services fees for these types of projects are closer to 15% of the overall budget. The 2025 CIP project budget identified \$130,000 for design and construction management services

McMahon has knowledge and experience dating back to the 1988 Mathias Water Tower construction and 2001 AWTF Construction. The McMahon project manager that is assigned to Matthias and Glendale booster station work was the lead engineer on the previously mentioned projects. This individual has extensive experience across the Midwest with hundreds of different municipal drinking water related projects. Most importantly, he has extensive knowledge of the City of Appleton distribution system and the AWTF that can be leveraged to identify the most cost-effective solution to meet the needs of the city's distribution system.

RECOMMENDATION:

I am recommending the approval of a sole source engineering service contract 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.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

Encl: Finance Department Sole Source Request Form

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 DD-25 Mackville Quarry Grading & Capping

Be awarded to:

Name: MCC, Inc.
Address: 2600 N Roemer Road
Appleton, WI 54912-1137

In the amount of : \$131,126.25

With a 15 % contingency of : \$19,688.94

For a project total not to exceed : \$150,795.19

**** OR ****

In an amount Not To Exceed : _____

Budget: \$250,000.00

Estimate: \$150,795.19

Committee Date: 06/23/25

Council Date: 07/16/25

DD-25 Mackville Quarry Grading and Capping (#9635427)

Owner: Appleton WI, City of

Solicitor: Appleton WI, City of

06/16/2025 01:45 PM CDT

Section Title	Line Item	Item Description	UofM	Quantity	MCC, Inc.		River View Construction, Inc.		BEST Enterprises, LLC		Vinton Construction Company	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
DE-25 BASE BID						\$131,126.25		\$148,664.85		\$165,428.40		\$174,862.56
	1	Mobilization	LUMP SU	1	\$3,900.00	\$3,900.00	\$10,170.00	\$10,170.00	\$12,250.00	\$12,250.00	\$12,000.00	\$12,000.00
	2	Site Grading in Preperation for Cap	CU. YD.	5500.0000	\$4.40	\$24,200.00	\$4.85	\$26,675.00	\$5.47	\$30,085.00	\$6.27	\$34,485.00
	3	Installation of Cap/Compost Pad	CU. YD.	14400.0000	\$3.75	\$54,000.00	\$4.85	\$69,840.00	\$4.37	\$62,928.00	\$5.43	\$78,192.00
	4	Furnish and Install 12" Stone Base	SQ. YD.	775	\$9.20	\$7,130.00	\$9.45	\$7,323.75	\$14.87	\$11,524.25	\$9.22	\$7,145.50
	5	Furnish and Install Geogrid	SQ. YD.	775	\$1.75	\$1,356.25	\$3.50	\$2,712.50	\$2.28	\$1,767.00	\$2.00	\$1,550.00
	6	Furnish and Install No-Mow Fescue Seed Mix#5	SQ. YD.	28500.0000	\$1.00	\$28,500.00	\$0.55	\$15,675.00	\$0.75	\$21,375.00	\$1.00	\$28,500.00
	7	Furnish, Install, Maintain and Remove Erosion Control	LUMP SU	1	\$600.00	\$600.00	\$2,100.00	\$2,100.00	\$6,000.00	\$6,000.00	\$1,500.00	\$1,500.00
	8	Furnish, Install, Maintain and Remove Silt Fence	LIN. FT.	1070.0000	\$3.00	\$3,210.00	\$3.50	\$3,745.00	\$3.00	\$3,210.00	\$3.00	\$3,210.00
	9	Furnish, Install, Maintain and Remove 20" Curlex Sediment Lo	LIN. FT.	100	\$10.00	\$1,000.00	\$10.60	\$1,060.00	\$22.00	\$2,200.00	\$10.00	\$1,000.00
	10	Furnish, Install, and Maintain Trackout Control	EACH	1	\$800.00	\$800.00	\$1,750.00	\$1,750.00	\$1,600.00	\$1,600.00	\$0.01	\$0.01
	11	Furnish and Install Erosion Mat Class I Type B	SQ. YD.	3460.0000	\$1.00	\$3,460.00	\$1.16	\$4,013.60	\$1.65	\$5,709.00	\$1.00	\$3,460.00
	12	Furnish and Install Medium Rip Rap	CU. YD.	45	\$66.00	\$2,970.00	\$80.00	\$3,600.00	\$150.67	\$6,780.15	\$84.89	\$3,820.05
Base Bid Total:						\$131,126.25		\$148,664.85		\$165,428.40		\$174,862.56



APPLETON POLICE DEPARTMENT

COMPASSION * INTEGRITY * COURAGE

Appleton Police Department
222 South Walnut Street
Appleton, WI 54911
Phone: 920.832.5500
Fax: 920.832.5553
police.appletonwi.gov

TO: Finance Committee

FROM: Chief Polly Olson

DATE: June 26, 2025

RE: Portable Radio Replacement Request – Action Item

The Police Department is requesting approval to accept an agreement by July 31, 2025, with Baycom and Motorola Solutions to receive a 17.8% promotional discount for replacement of 115 portable radios. The current cost per radio is \$5,645. The promotion reduces the cost to \$4,640 per radio for an overall savings of \$115,575 if accepted by the July deadline.

Our existing radios, purchased in 2013, operate beyond the recommended lifecycle of 7-10 years. Portable radios are used extensively throughout the day and are essential for officers to maintain their safety, communicate with each other and with other agencies. To ensure compatibility, it is essential that the radios be replaced as a group rather than on an annual rotation basis.

A Capital Improvement Program (CIP) request was completed for consideration in the 2026 budget year based on the promotion price of \$4,640 per radio for a total of \$533,600. If not approved, the agreement with Baycom and Motorola would be voided. Accepting the agreement ensures the reduced pricing if approved through the budget process.



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition: Purchasing** solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern: When** a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design: Consistency** with current commodity or service.
- Emergency procurement: A** risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase: Purchase** from another governmental unit contract or state approved purchasing association.
- Other: Description** provided below

Compatibility of radios currently used that will be redistributed to CSO / internal use.
 Compatibility with radios used by Outagamie County.
 Other radios previously tested do not meet the requirements for department use.

PROPOSED DETAILS
Requesting dept: Police Department
Product/service: Portable radio replacement
Vendor name: Baycom & Motorola Solutions
Total cost: \$533,600

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

Janifer Huss
 Purchasing Manager

7/2/2025
 Date



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
2006 East Newberry Street
Appleton, WI 54915
p: 920-832-5945
f: 920-832-5949

www.appleton.org/government/utilities

MEMORANDUM

Date: July 2, 2025
To: Chairperson Brad Firkus and Members of the Finance Committee
From: Chris Stempa, Utilities Director
CC: Ryan Rice, Utilities Deputy Director
Kelli Rindt, Enterprise Fund Accounting Manager
Subject: **Award Sole Source Purchase of Appleton Wastewater Treatment Plant phosphorus analyzer to William Reid LTD. for a total cost not to exceed \$49,845.00.**

BACKGROUND:

Since 2014, the Appleton Wastewater Treatment Plant (AWWTP) has been operating online phosphorus analyzers to continuously monitor phosphorus concentrations in the treatment process and react to them accordingly in order to consistently comply with future WPDES permit limits. It is critical for process control instrumentation to have the ability to deliver consistent, accurate, and reliable data to effectively dose phosphorus removal chemicals, while providing acceptable lifecycle costs and ease of maintenance.

The current equipment installed in 2014 has reached its useful life, with increasing maintenance issues, outdated components, and a growing risk of operational failure that threatens process performance and compliance.

A multidisciplinary evaluation team consisting of staff from Operations, Laboratory and Maintenance completed a comprehensive technical review of available online phosphorus analyzers for potential procurement and integration at the Appleton Wastewater Treatment Plant. The goal of the evaluation was to identify equipment that delivers reliable, accurate monitoring with acceptable lifecycle costs and strong integration capabilities with the plant's SCADA infrastructure.

Online phosphorus analyzers from two vendors were evaluated:

- Chemscan miniOP (William Reid LTD)
- Xylem/YSI Alyza IQ (Mulcahy Shaw Water Inc)

Two analyzers were scored across eight weighted criteria:

- Consistency of Results (Meter Repeatability)
- Accuracy Compared to Lab Results
- Maintenance Frequency

- Maintenance Difficulty
- SCADA Connectivity / HMI Controls (Ease of Use)
- Expandability (Other Parameters)
- Initial Cost
- Annual Operation and Maintenance (O+M) Costs

JUSTIFICATION FOR SOLE SOURCE:

The Chemscan miniOP scored higher in multiple categories, notably in consistency, ease of maintenance, and total cost of ownership. The evaluation team noted that while both units are viable options, the Chemscan miniOP offered better performance and operational value for long-term use. Below is the sum of all members of the evaluation team.

Analyzer	Total Score
Chemscan miniOP	229
Xylem YSI / Alyza IQ	171

RECOMMENDATION:

Based on the total weighted scores and overall evaluation, the Chemscan miniOP is recommended for purchase. If you have any questions or require additional information regarding this evaluation and purchase, please contact Chris Stempa at 920-832-5945.

Encl: Finance Department Sole Source Request Form



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition: Purchasing** solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern: When** a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design: Consistency** with current commodity or service.
- Emergency procurement: A** risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase: Purchase** from another governmental unit contract or state approved purchasing association.
- Other: Description** provided below

William Reid LTD is the only local authorized distributor the Chemsan miniOP

PROPOSED DETAILS

Requesting dept: Wastewater Treatment Facility

Product/service: Phosphorus analyzers

Vendor name: William Reid LTD

Total cost: \$49,845

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.

Jenifer Huss
Purchasing Manager

06/27/2025
Date



DEPARTMENT OF UTILITIES

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
920-832-5949 fax
www.appleton.org/government/utilities

MEMORANDUM

Date: July 2, 2025
To: Chairperson Brad Firkus and Members of the Finance Committee
From: Ryan Rice, Utilities Deputy Director
CC: Chris Stempa, Utilities Director
Kelli Rindt, Enterprise Fund Accounting Manager
Subject: **Finance Committee Action: Award Summer Street Lift Station Replacement Project Base Bid to Advance Construction, Inc., in the amount of \$1,194,000.00 with 7.5% contingency of \$89,550 for a project total not to exceed \$1,283,550**

BACKGROUND:

On November 6, 2024, the Common Council approved the award of an engineering services contract to McMahon Associates for Summer Street Lift Station Replacement project, following an evaluation of the current lift station which included: collection area capacity evaluation, equipment conditions assessment, and project alternatives analysis. That evaluation included feedback from the Utilities and Public Works departments pertaining to safety, reliability, and operational improvements. In McMahon’s evaluation, an opinion of probable cost for construction of a new station was \$1,493,000.

Based on the reviewed evaluation, McMahon proceeded to develop detailed construction plans and specifications. Utilities and Public Works staff provided input to McMahon to ensure final design elements aligned with applicable city engineering standards and ordinance requirements.

BIDS

On June 24, 2025, the city opened and reviewed the bids from three contractors which are summarized in Table 1. Each bid met the submittal requirements with Advance Construction INC. being the least cost-responsible bidder. The available construction budget to fund this project is \$1,391,690.

Table 1: Summer Street Lift Station Replacement Project Bid Tab Summary

Company	Advance Construction, Inc.	PTS Contractors, Inc.	Vinton Construction Company
Base Bid	\$1,194,000	\$1,358,600	\$1,523,586

RECOMMENDATION:

I am recommending the contract base bid award for the Summer Street Lift Station Replacement Project to Advance Construction, Inc., in the amount of \$1,194,000 with 7.5% contingency of \$89,550 for a project total not to exceed \$1,283,550.

If you have any questions or require additional information regarding this project, please contact Ryan Rice at 920-832-5945.

Encl: Bid Tab and Recommendation



June 25, 2025

Ryan Rice, Deputy Director of Utilities
City of Appleton, Department of Utilities
2006 E. Newberry Street
Appleton, WI 54915

Re: City of Appleton, Department of Utilities
Summer Street Lift Station Replacement Project
Letter of Recommendation
McM. No. A0005-09-24-00468

Ryan,

On June 24, 2025, bids were received via QuestCDN online bidding services for the above referenced project. Three (3) bids were received, ranging in price from \$1,194,000.00 to \$1,523,586.00 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract A0005-09-24-00468 to the low bidder, Advance Construction, Inc., in the amount of \$1,194,000.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return to our office for incorporation into the Contract Documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink that reads "Chad T. Olsen".

Chad T. Olsen, P.E., BCEES
Vice President / Senior Water & Wastewater Project Manager

CTO:jlh

Enclosures: Notice of Award
Bid Tabulation



BID TABULATION

Owner: City of Appleton Department of Utilities
Project Name: Summer Street Lift Station Replacement Project
Contract No.: A0005-09-24-00468
Bid Date: June 24, 2025
Bid Time: Bids Received until 1:45 p.m. and opened 2:00 p.m., local time
Project Manager: Chad T. Olsen, P.E., BCEES

Contract No. A0005-09-24-00468	ADVANCE CONSTRUCTION, INC. 2141 Wooddale Avenue Green Bay, WI 54313	PTS CONTRACTORS, INC. 4075 Eaton Road Green Bay, WI 54311	VINTON CONSTRUCTION COMPANY 1322 33 rd Street / PO Box 137 Two Rivers, WI 54241
BASE BID (Lump Sum)	\$1,194,000.00	\$1,358,600.00	\$1,523,586.00
Bid Security - 5%	Yes	Yes	Yes
Addenda - #1 & #2	Yes	Yes	Yes