

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**
Regular Meeting – June 19, 2023
Council Chambers – City Hall

Present: President Schmeichel; Commissioners: Lang, Hemes, Bauman, and Steiner (via phone); and Director Mach

Also Present: Public Works Engineer Kummerow, Director of Human Resources and Safety Fairchild, Filtration Plant Electrical Technician Herbst, and Filter Plant Mechanical Technician Patton

President Schmeichel called the meeting to order at 4:31 p.m.

Approve Meeting Minutes for May 16, 2023 – Following discussion, **M.S.C. Bauman/Hemes to approve the May 16, 2023 Meeting Minutes.** All voting aye.

Approve the Invoices for May 2023 – Commissioners inquired about the charge from the American Waterworks Association. Director Mach explained that the Utility pays for memberships to this organization. Memberships are provided to Director Mach, Distribution Manager Jens, and Treatment Manager Gorges.

Following discussion, **M.S.C. Bauman/Schmeichel to approve the May 2023 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Storm Water Report – Public Works Engineer presented the annual Municipal Storm Water Permit Annual Report for comment. Highlights of the report include educational efforts to control and prevent illicit discharges, erosion control practices, and inspection and testing for oil and detergent discharges. Commissioners asked about the status of the Harrison Street Pond. PW Engineer Kummerow explained that there are a few delays due to a contractor falling ill and difficulties in obtaining electrical equipment.

Following discussion, **M.S.C. Hemes/Bauman to accept and place on file the Storm Water Report.** All voting aye.

Culture Team Presentation – Filter Plant Electrical Technician Herbst gave a presentation on the history and status of the Neenah Culture Team. Mr. Herbst detailed how the team is operationalizing values and has developed a mission statement and four core values to help foster a positive culture in the city. Mr. Herbst also presented the Water Utility culture survey. Per the survey, the Water Utility had the lowest culture score in the city due to a high level of employee frustration with compensation. Director Mach and FPET Herbst were looking for Commission feedback on the culture team as both feel as though this process is critical to increasing employee engagement and feedback. Commissioners thanked Mr. Herbst for his positive attitude, participation in the team. The Commission would like to see staff continue to participate in upcoming culture events.

Following discussion, **No action needed.**

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Salary Plan Discussion – Director Mach presented the memo from the city’s salary plan consultant, Carlson-Dettmann Consulting detailing the results of the Classification and Compensation Appeals process. The classification of three positions was appealed, resulting in one increase in grade (Water Department Administrative Assistant), with two positions remaining in their respective grades (Water Filtration Plant Mechanical Technician and Water Utility Director). Commissioners asked Director of Human Resources and Safety Fairchild if the consultant focused on municipal entities and/or private entities, what scoring process was used, what outside compensation information was available, and how neighboring municipalities were selected for the data set. Director Fairchild explained that both municipal and private salary data was used for the study and the consultant chose neighboring entities that it felt were comparable to ours. Director Fairchild was not able to obtain scoring information as the consultant considers this proprietary. She is currently gathering compensation information and hopes to use this data to help with future compensation studies and plans.

Following discussion, **No action needed.**

Award Contract 1-23W for Cecil Tower Painting and Refurbishment – Director Mach presented a memo, bid tab, and letter of recommendation from the engineer. The lowest responsible bidder for this contract was Fedewa, Inc. for a total bid of \$429,000.00. Per the approval authority process, the award recommendation was presented to the Board of Public Works for a recommendation of award. The Board provided this recommendation at the June 19, 2023 meeting. Commissioners asked how long the tower would be out of service. Director Mach explained that the process is scheduled to take about a month, assuming no issues arise.

Following discussion, **M.S.C. Hemes/Lang to award Contract 1-23W for Cecil Tower Painting and Refurbishment to Fedewa, Inc. for \$429,000.000.** All voting aye.

Award Bid for Sodium Hypochlorite for the 3rd Quarter of 2023 – Director Mach presented the bids for Sodium Hypochlorite. Two bids were received with the low bid of \$0.220 per pound received from Hydrite Chemical Co. Commissioners asked if the Utility could bid for a longer time period. Director Mach noted that the annual bidding process takes place in October, and he is hoping to get yearly bids during that process.

Following discussion, **M.S.C. Bauman/Lang to award the Bid for Sodium Hypochlorite for the 3rd Quarter of 2023 to Hydrite Chemical Co. for \$0.220/lb.** All voting aye.

Approve Draft 2023-2027 CIP – Director Mach presented the CIP for Commission consideration. He explained that most of the construction projects are going well, but the Fox River Crossing 12” Water Main project has been stalled due to materials and staff time shortage. The Reed Street, Elm Street, and Lauan Boulevard project was moved to 2025 due to the uncertainty of the future of the Shattuck School redevelopment. Director Mach explained the CIP process and noted that this spring CIP is intended to be planning document and will be revisited in the fall.

Following discussion, **M.S.C. Hemes/Schmeichel to approve the Draft 2023-2027 CIP.** All voting aye.

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Director's Report –

1. Water Loss Report – Staff are continuing flushing operations.
2. Solar installation update – The solar array continues to perform well.
3. Private lead service line replacement funding and project update – The project is nearing completion.
4. Byrd Avenue emergency water main replacement update – The water main replacement is complete and online. Staff are soliciting bids for the replacement of concrete
5. The following items were approved at the June 13, 2023 Board of Public Works meeting:
 - Pay Request No.2, Contract 6-23, Sanitary & Storm Sewer, Water Main and Street Construction on Columbian Avenue to Don Hietpas & Sons, Inc., Little Chute, WI in the amount of \$44,954.10 for Water.
 - Pay Request No.2, Contract 1-23, Sanitary Sewer, Water Main and Street Construction on Burr Avenue, Chestnut Street, Dieckhoff Street and Laudan Boulevard to Don E Parker Excavating, Inc., Hortonville, WI in the amount of \$12,002.30 for Water on Burr Avenue, \$269,347.49 for Water on Chestnut Street, \$45,409.91 for Water on Dieckhoff Street, and \$79,140.80 for Water on Laudan Boulevard.
6. The next regular Waterworks Commission meeting is scheduled for Monday, July 17, 2023.

Following discussion, **M.S.C. Hemes/Bauman to accept and place on file the Director's Report.** All voting aye.

Any Other Business That May Legally Come Before the Commission – None.

Adjournment – **M.S.C. Hemes/Lang to adjourn at 5:51 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility



Neenah Water Utility

211 Walnut St. PO Box 426 Neenah, WI 54957-0426

Office: (920) 886-6182 Cell: (920) 858-6300

Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: June 19, 2023
TO: Board of Public Works and the Neenah Waterworks Commission
FROM: Anthony L. Mach
RE: Award Contract 1-23W for Cecil Tower Painting and Refurbishment

On June 15, 2023, Water Utility staff in conjunction with staff from Ruckert-Mielke opened and read aloud sealed bids for the Cecil Street Water Tower Repainting project. Eight bids were received and all were evaluated. Attached is the bid tabulation. The low bid was submitted by Fedewa, Inc. for \$429,000.00.

The budgeted amount for the project is \$520,000.00. There is currently \$603,995.00 in the Tower Painting reserve account.

Staff recommends the award of Contract 1-23W Cecil Street Water Tower Repainting and Refurbishment to Fedewa, Inc. in the amount of \$429,000.00 and to recommend said award to the Waterworks Commission.

June 19, 2023

Mr. Anthony Mach
Utility Director
City of Neenah Water Utility
211 Walnut Street
Neenah, WI 54956

RE: Cecil Street Water Tower Repainting
Recommendation of Award

Dear Mr. Mach:

Bids for the above project were opened on June 15, 2023, at 2:00 p.m. at 211 Walnut Street, Neenah, WI 54956 and were as follows:

	BIDDER	BASE BID
1.	Fedewa Inc.	\$429,000.00
2.	O&J Coatings, Inc.	\$458,000.00
3.	Viking Painting LLC	\$489,100.00
4.	D & Six Sons Painting LLC	\$505,080.00
5.	Seven Brothers Painting, Inc.	\$544,060.00
6.	Classic Protective Coatings, Inc.	\$566,400.00
7.	MW Cole Construction LLC	\$567,000.00
8.	L.C. United Painting Co., Inc.	\$629,000.00

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder.
3. Low bidder has successfully completed similar projects over the last 15 years according to references we have contacted.
4. Low bidder acknowledged receipt of Addendum No. 1.

On these bases, we recommend that Fedewa Inc. be awarded the Cecil Street Water Tower Repainting contract, in the amount of \$429,000.00.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After City approval has been received, please have the appropriate official sign where indicated and forward a signed copy of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Mr. Anthony Mach
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Bids remain subject to acceptance until July 15, 2023, unless Bidder agrees to an extension. Please advise us of your award decision. Please contact me if you have any questions or if you need additional information.

Respectfully,

RUEKERT & MIELKE, INC.



Taryn S. Nall, P.E. (WI, MI)
Senior Project Manager
tnall@ruekert-mielke.com

TSN:cal

Encl: Notice of Award
Bid Tabulation

cc: Kevin Wagner, Ruekert & Mielke, Inc.
Shane Davis, Ruekert & Mielke, Inc.
Joe Hoban, Dixon Engineering
Kayla Mulcahy, Dixon Engineering

NOTICE OF AWARD

Contract: Cecil Street Water Tower Repainting	Date of Issuance:	June 19, 2023
Bidder: Fedewa, Inc.	Owner:	City of Neenah Water Utility
Address: 4315 E. M-79 Highway	Engineer:	Ruekert & Mielke, Inc.
Hastings, MI 49058	Engineer's Project No.:	8316-10006

TO BIDDER:

You are notified that your Bid dated June 15, 2023 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

Repairs, modifications, and painting of the 1,500,000 gallon composite Cecil Street Water Tower

The Contract Price of your Contract is: \$429,000.00

A copy of the proposed Contract Documents has been transmitted or made available to Bidder electronically.

Two copies of the Contract Documents will be delivered separately for execution by Fedewa, Inc.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer two fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Performance Bond and Payment Bond as specified in the Instructions to Bidders (Article 21).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: City of Neenah Water Utility

Signature: _____
Authorized Signature

Title: _____

Date: _____

Copy: Engineer
Dixon Engineering, Inc.

COST COMPARISON OF BIDDERS

OWNER: City of Neenah Water Utility
PROJECT: Cecil Street Water Tower Repainting
BID OPENING DATE: June 15, 2023 at 2:00 PM

BASE BID				Fedewa Inc.		O&J Coatings, Inc.		Viking Painting LLC	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Fall prevention devices	LS	1	\$4,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00
2	D-Bolt anchors	LS	1	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00
3	Swing gate	LS	1	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$2,300.00	\$2,300.00
4	Roof painters railing	LS	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$13,900.00	\$13,900.00
5	Exterior steel overcoating	LS	1	\$120,000.00	\$120,000.00	\$140,000.00	\$140,000.00	\$112,400.00	\$112,400.00
6	Wet interior steel coating	LS	1	\$280,000.00	\$280,000.00	\$280,000.00	\$280,000.00	\$330,000.00	\$330,000.00
7	Dry interior spot steel coating	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00
8	Script lettering	LS	1	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00
9	Exterior graphic logo	LS	1	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 9)					\$429,000.00		\$458,000.00		\$489,100.00

BASE BID				D & Six Sons Painting LLC		Seven Brothers Painting, Inc.		Classic Protective Coatings, Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Fall prevention devices	LS	1	\$9,000.00	\$9,000.00	\$4,500.00	\$4,500.00	\$6,000.00	\$6,000.00
2	D-Bolt anchors	LS	1	\$7,000.00	\$7,000.00	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00
3	Swing gate	LS	1	\$2,000.00	\$2,000.00	\$4,500.00	\$4,500.00	\$1,200.00	\$1,200.00
4	Roof painters railing	LS	1	\$19,000.00	\$19,000.00	\$4,500.00	\$4,500.00	\$10,800.00	\$10,800.00
5	Exterior steel overcoating	LS	1	\$120,080.00	\$120,080.00	\$204,160.00	\$204,160.00	\$145,800.00	\$145,800.00
6	Wet interior steel coating	LS	1	\$322,000.00	\$322,000.00	\$295,900.00	\$295,900.00	\$376,600.00	\$376,600.00
7	Dry interior spot steel coating	LS	1	\$9,000.00	\$9,000.00	\$8,000.00	\$8,000.00	\$9,000.00	\$9,000.00
8	Script lettering	LS	1	\$8,000.00	\$8,000.00	\$12,000.00	\$12,000.00	\$9,000.00	\$9,000.00
9	Exterior graphic logo	LS	1	\$9,000.00	\$9,000.00	\$8,000.00	\$8,000.00	\$6,800.00	\$6,800.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 9)					\$505,080.00		\$544,060.00		\$566,400.00

COST COMPARISON OF BIDDERS

OWNER: City of Neenah Water Utility
PROJECT: Cecil Street Water Tower Repainting
BID OPENING DATE: June 15, 2023 at 2:00 PM

BASE BID				MW Cole Construction LLC		LC United Painting Co., Inc.			
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Fall prevention devices	LS	1	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00		\$0.00
2	D-Bolt anchors	LS	1	\$5,000.00	\$5,000.00	\$1,000.00	\$1,000.00		\$0.00
3	Swing gate	LS	1	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00		\$0.00
4	Roof painters railing	LS	1	\$17,000.00	\$17,000.00	\$6,000.00	\$6,000.00		\$0.00
5	Exterior steel overcoating	LS	1	\$110,000.00	\$110,000.00	\$192,000.00	\$192,000.00		\$0.00
6	Wet interior steel coating	LS	1	\$403,000.00	\$403,000.00	\$392,000.00	\$392,000.00		\$0.00
7	Dry interior spot steel coating	LS	1	\$8,000.00	\$8,000.00	\$7,500.00	\$7,500.00		\$0.00
8	Script lettering	LS	1	\$8,000.00	\$8,000.00	\$6,000.00	\$6,000.00		\$0.00
9	Exterior graphic logo	LS	1	\$6,000.00	\$6,000.00	\$14,000.00	\$14,000.00		\$0.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 9)						\$567,000.00		\$629,000.00	\$0.00

BID SUMMARY

Cecil Street Water Tower Repainting

City of Neenah Water Utility, Winnebago County, Wisconsin

Bids Open: June 15, 2023, 2:00 p.m.

CONTRACTOR	BID BOND	BASE BID
Fedewa Inc.	5%	\$429,000.00
O&J Coatings, Inc.	5%	\$458,000.00
Viking Painting LLC	5%	\$489,100.00
D & Six Sons Painting LLC	5%	\$505,080.00
Seven Brothers Painting, Inc.	5%	\$544,060.00
Classic Protective Coatings, Inc.	5%	\$566,400.00
MW Cole Construction LLC	5%	\$567,000.00
LC United Painting Co., Inc.		\$629,000.00

APPARENT LOW BID:	\$429,000.00
APPARENT LOW BIDDER:	Fedewa Inc.

RUEKERT & MIELKE, INC.
 1400 Lombardi Ave., Suite 101S
 Green Bay, WI 54304