City of Sheboygan
spirit on the lake Water Utility

REPORT OF BILLING

JANUARY 2022

		2022	2021	Increase or (Decrease)
Quarterly Metered*				
(Dist II - between Union and Superior Ave.)	Residential	186,669.16	192,864.25	(6,195.09)
	Multi-Family	26,815.03	27,374.06	(559.03)
	Commercial	59,988.16	56,188.00	3,800.16
	Industrial	5,000.40	5,807.87	(807.47)
	Public	11,364.83	8,351.82	3,013.01
	Subtotal	**289,837.58**	**290,586.00**	**(748.42)**
Public Fire Protection		68,114.75	68,250.88	(136.13)
Monthly Metered		296,417.68	283,104.56	13,313.12
Sheboygan Net		**654,370.01**	**641,941.44**	**12,428.57**
Sheboygan Falls		48,751.40	46,551.65	2,199.75
Kohler		24,804.45	23,108.70	1,695.75
Total		**727,925.86**	**711,601.79**	**16,324.07**

* *Billing for scheduled district only for the three preceding months usage.*

Total accumulative billing for 2022 is $727,925.86. An increase of $16,324.07 from 2021 accounted for as follows:

	2022-Total Year to Date
Sheboygan	12,428.57
Sheboygan Falls	2,199.75
Kohler	1,695.75
	16,324.07

Total bills mailed January, 2022: 6,377

Residential	5,292		
Multi-Family	115	Multi-Family	7
Commercial	776	Commercial	21
Industrial	37	Industrial	66
Public	55	Public	8
Quarterly	**6,275**	**Monthly**	**102**

City of Sheboygan
spirit on the lake Water Utility

CASH RESERVE
January 31, 2022

Ending balance on report for December 31, 2021		8,962,734.88
Plus:	Receipts	430,221.81
	Misc Receipts	77,891.40
	Direct Pay Receipts	309,917.97
	Stop Loss Reimbursements	-
	Money Market/CDARs Investment Interest	338.21
Minus:		
	Disbursements - vendors and payroll	(1,047,926.05)
	Bank Service Fees	(865.66)
	Health & Dental Claims/Adm Costs	(116,188.37)
	NSF Checks & Customer Refunds	(489.88)
	Invoice Cloud/Paymentech Deposit Fees	(5,062.20)
	Reallocate Sewer/Garbage - payments	(3,862.92)
	Reallocate Sewer/Garbage - monthly	(463.58)
	Online Payments in Transit	6,014.80
	Automated Credit Card Payments	(1,811.75)
	Postage	(5,000.00)
	Utility Water Payments	(7,682.86)
Ending Balance	**January 31, 2022**	**$ 8,597,765.80**

Note: The above amount includes:

Bond Reserve Fund	668,413.54
LSL Revolving Loan Fund	113,683.49
Money Market Investment	3,982,692.55
Health Insurance Restricted Reserve	380,000.00
BAN Funds for Construction	540,103.93
Total	**$ 5,684,893.51**

General Unrestricted Operating Cash 2,912,872.29

City of Sheboygan
spirit on the lake Water Utility

APPROVAL OF VOUCHERS

January 31, 2022

Total Of The General Vouchers *	$	873,984.95
Gross Payroll	$	184,734.87
Net Payroll	$	113,934.32

*Payment of 1st half 2021 PILOT to City

BOARD OF WATER COMMISSIONERS

PRESIDENT

SECRETARY

MEMBER

SUPERINTENDENT

ANNUAL WATER TREATMENT OPERATIONS SUMMARY

COMPARISION 2021 VS 2020

PUMPING OPERATIONS

PUMPAGE	(MG)	% Change
Low Lift	4,556.071	6.66%
High Lift	4,522.647	6.51%

EXPENSES	($)	% Change
Electricity, Chemicals, Natural Gas	$752,792.00	0.14%
Sludge Disposal	$194,702.00	9.28%
Grand Total Cost	$947,494.00	1.89%

	($/MG)	% Change
Expenses and Pumpage	$209.50	-4.35%
Expenses and Pumpage (w/o sludge)	$166.45	-5.99%

ELECTRICAL USAGE AND EXPENSES (53%)

USAGE	(KWH)	% Change
Remote Site Pump Stations and Reservoirs	141,830	-10.94%
Plant Complex	6,233,070	5.07%
Grand Total	6,374,900	4.65%

EXPENSE	($)	% Change
Remote Site Pump Stations and Reservoirs	$107,780.71	-5.71%
Plant Complex	$392,435.77	4.41%
Grand Total Cost	$500,216.48	2.05%

CHEMICAL USAGE AND EXPENSES (23%)

USAGE	(LBS)	% Change
ALUMINIUM SULFATE	648,488	-5.89%
SODIUM HYPOCHLORITE	69,741	-18.29%
HYDROFLUOSILIC ACID	22,233	5.39%
CATIONIC POLYMER	3,753	-25.84%
POTASSIUM PERMANGANATE	767	-35.11%
LIQUID PHOSPHATE	36,169	18.43%

EXPENSE	($)	% Change
ALUMINIUM SULFATE	$91,761.04	-5.89%
SODIUM HYPOCHLORITE	$48,121.29	-31.08%
HYDROFLUOSILIC ACID	$24,167.26	30.19%
CATIONIC POLYMER	$5,817.47	-25.83%
POTASSIUM PERMANGANATE	$2,798.68	-35.14%
LIQUID PHOSPHATE	$47,815.44	23.28%
GRAND TOTAL	$220,481.18	-6.90%

*Chemical expenses include suppliers price increase or decrease.

NATURAL GAS USAGE AND EXPENSES (3%)

HEATING USAGE	(CCF)	% Change
Remote Site Pump Stations and Reservoirs	11,361	-14.64%
Plant Complex	34,757	-10.57%
PUMPING USAGE		
Plant Complex	5,701	1.06%
GRAND TOTAL	51,819	-10.37%

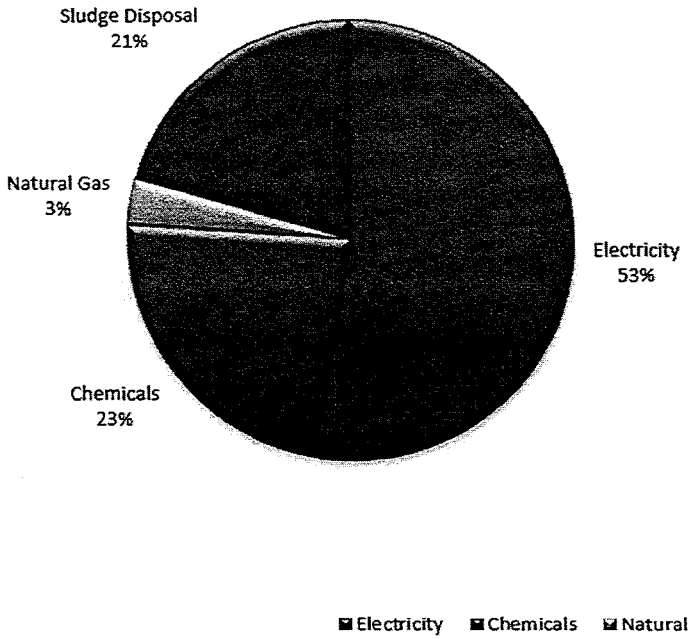
EXPENSE	($)	% Change
Remote Site Pump Stations and Reservoirs	$8,759.06	35.96%
Plant Complex	$23,335.62	27.36%
GRAND TOTAL	$32,094.68	29.60%

SLUDGE DISPOSAL AND EXPENSES (21%)

SLUDGE DISCHARGE	(Gallons)	% Change
Backwash and South Basin (WWTP)	4,225,349	-11.29%
Sludge Dewatering Operations (contractor services)	1,684,810	3.26%
	(Wet Tons)	% Change
Sludge Dewatering Operations (contractor services)	504	-4.17%
EXPENSE	($)	% Change
Backwash and South Basin (WWTP)	$45,410.11	35.91%
Sludge Dewatering Operations (contractor services)	$149,291.81	-3.25%
GRAND TOTAL	**$194,701.92**	**9.28%**

* Backwash and South Basin sludge disposal costs do not reflect the current actual monthly sludge discharge total to date due to billing cycles

2021 Production Expenses



Electricity $500,216.00
Chemicals $220,481.00
Natural Gas $32,095.00
Sludge Disposal $194,702.00

2021 PRODUCTION EXPENSE

5-year Comparison

	2016	2017	2018	2019	2020	5-year Average	2021	Difference
HL PUMPAGE (MG)	4,546.000	4,609.348	4,807.482	4,525.718	4,246.024	4,546.914	4,522.647	-0.53%
ELECTRICITY	$525,047	$514,942	$537,526	$529,091	$490,180	$519,357	$500,216	-3.69%
CHEMICALS	$219,255	$210,135	$241,903	$266,478	$236,831	$234,920	$220,481	-6.15%
NATURAL GAS	$21,177	$27,639	$29,043	$30,951	$24,765	$26,715	$32,095	20.14%
SLUDGE DISPOSAL	$174,497	$164,423	$183,578	$185,050	$178,175	$177,145	$194,702	9.91%
TOTAL	$939,976	$917,139	$992,050	$1,011,570	$929,951	$958,137	$947,494	-1.11%
$/MG	$206.77	$198.97	$206.36	$223.52	$219.02	$210.93	$209.50	-0.68%
$/MG (w/o sludge cost)	$168.39	$163.30	$168.17	$182.63	$177.05	$171.91	$166.45	-3.18%

*NOTES:

Natural Gas: Based on most current 12 Mo. Ave. or best projections

Electrical & Chemicals: Based on most current 12 Mo. Average or best projections that includes H.L. & L.L.

Ultraviolent disinfection operating costs are included in 2016-2020 electricity totals

2016-2021 Sludge Disposal includes monthly backwash/blowdown, plus spring/fall filtrate and basin cleaning contractor charges

Power Usage as KwH / MG

	Pumpage MG	Pumping KwH	Other KwH	Total KwH	Pumping KwH/MG	Total KwH/MG
2001	5,570	6,606,797	117,603	6,724,400	1186	1207
2002	5,384	6,628,302	125,339	6,753,641	1231	1254
2003	5,119	6,512,464	135,518	6,647,982	1272	1299
2004	4,998	6,248,573	151,096	6,399,669	1250	1280
2005	4,904	6,276,858	139,500	6,416,358	1280	1308
2006	4,955	6,148,536	129,563	6,278,099	1241	1267
2007	5,210	6,714,171	127,077	6,841,248	1289	1313
2008	4,580	6,031,837	123,238	6,155,075	1317	1344
2009	4,130	5,276,484	116,583	5,393,067	1277	1306
2010	4,445	5,764,229	96,025	5,860,254	1297	1318
2011	4,499	5,901,327	116,520	6,017,847	1312	1338
2012	4,421	6,052,201	105,537	6,157,738	1369	1393
2013	4,426	6,122,050	115,333	6,237,383	1383	1409
2014	4,591	6,252,219	145,522	6,397,741	1362	1394
2015	4,524	6,052,990	114,358	6,167,348	1338	1363
2016	4,546	6,234,248	119,131	6,353,379	1371	1398
2017	4,609	6,269,480	131,791	6,401,271	1360	1389
2018	4,807	6,646,472	132,566	6,779,038	1383	1410
2019	4,525	6,264,464	186,986	6,451,450	1384	1426
2020	4,246	5,932,156	159,251	6,091,407	1397	1435
2021	4,522	6,233,070	141,830	6,374,900	1378	1410

MAIN PLANT
POWER SUMMARY - 2021

Read Date	SYS. DEL. Million Gallons For Month	TOTAL KW-HRS	SYS. DEL. KwH/MG	KW-HRS On Peak 8am-10pm	KW-HRS Off Peak 10pm-8am	RKVA HRS.	Measured Demand On Peak 8am-10pm	Measured Demand Off Peak 10pm-8am	Net Demand Charge	Net Energy Chg. Excl. Fuel Adj.	Credits (Fuel) (Pri. Met.)	Customer Demand Charges	Customer Charges	Fuel Adjustment	Total Net Bill	$/KWH
January 29, 2021	357.533	416,400	1,165	164,779	208,250	247,200	856	783	$10,695.52	$19,993.59	$995.43	$2,200.00	$314.47	$72.03	**$32,136.12**	$0.086149
February 19, 2021	329.758	301,200	913	131,307	122,995	177,600	844	844	$7,405.64	$14,963.26	$720.22	$1,540.00	$220.13	$0.00	**$23,408.81**	$0.092051
March 31, 2021	368.300	564,000	1,531	276,238	270,452	344,400	843	784	$14,093.08	$26,456.91	$1,283.84	$2,933.33	$419.29	$1,463.33	**$41,155.44**	$0.075281
April 30, 2021	344.733	420,000	1,218	224,043	195,690	253,200	777	784	$9,931.59	$19,500.07	$938.58	$2,200.00	$314.47	$2,874.85	**$28,132.70**	$0.067025
May 28, 2021	351.002	381,600	1,087	189,426	193,031	234,000	820	771	$10,347.40	$17,603.43	$903.98	$2,200.00	$302.01	$991.71	**$28,557.15**	$0.074668
June 30, 2021	419.571	518,400	1,236	139,796	265,086	321,600	847	1003	$10,608.49	$25,871.25	$1,109.09	$2,206.60	$333.16	$1,343.67	**$36,114.55**	$0.089198
July 29, 2021	422.264	458,400	1,086	126,389	217,069	279,600	826	1004	$10,405.42	$23,306.66	$1,044.05	$2,208.80	$308.24	$1,187.08	**$33,997.99**	$0.098987
August 31, 2021	447.941	558,000	1,246	150,424	276,066	342,000	826	1008	$10,405.42	$28,128.94	$1,159.03	$2,217.60	$333.16	$1,446.62	**$38,479.47**	$0.090224
September 29, 2021	405.178	447,600	1,105	226,054	216,506	282,000	815	815	$10,299.05	$20,840.78	$981.28	$2,217.60	$308.24	$1,162.19	**$31,522.20**	$0.071227
October 28, 2021	391.698	436,800	1,115	230,315	206,135	272,400	762	766	$9,786.54	$20,247.02	$954.39	$2,217.60	$308.24	$1,131.71	**$30,473.30**	$0.069821
November 30, 2021	344.495	454,800	1,320	214,372	240,839	277,200	789	798	$10,047.63	$20,827.90	$974.22	$2,217.60	$333.16	$1,180.36	**$31,271.71**	$0.068697
December 30, 2021	340.174	411,600	1,210	169,473	197,707	250,800	774	772	$9,902.58	$19,815.33	$948.15	$2,217.60	$314.47	$1,065.45	**$30,236.38**	$0.082348
Total	**4,522.647**	**5,368,800**	**14,232**	**2,242,616**	**2,609,826**	**3,282,000**	**9,779**	**10,132**	**$123,928.36**	**$257,555.14**	**$12,012.26**	**$26,576.73**	**$3,809.04**	**$13,919.00**	**$385,485.82**	
Ave.	376.887	447,400	1,186	186,885	217,486	273,500	815	844	$10,327.36	$21,462.93	$1,001.02	$2,214.73	$317.42	$1,159.92	$32,123.82	
Max.	447.941	564,000	1,531	276,238	276,066	344,400	856	1,008	$14,093.08	$28,128.94	$1,283.84	$2,933.33	$419.29	$2,874.85	$41,155.44	
Min.	329.758	301,200	913	126,389	122,995	177,600	762	766	$7,405.64	$14,963.26	$720.22	$1,540.00	$220.13	$0.00	$23,408.81	

Overpayment Refund $452.19

Total KW-HRS >>	**5,368,800**
Total COST-$ >>	**$385,485.82**
Ave. KwH / MG	**1,186**
Ave. Cost / MG	**$85.23**

Ave. Yearly Cost per KWH	**$0.0718011**
Fuel Adjustment Total	**$13,919.00**

Plant KwH usage and cost

Year	KwH	Cost	$ / KwH	% +/-
1999	6,183,600	$228,416	$0.036939	
2000	6,459,000	$260,595	$0.040346	9.22%
2001	6,144,000	$280,243	$0.045613	13.05%
2002	6,194,400	$290,848	$0.046953	2.94%
2003	6,088,800	$320,256	$0.052598	12.02%
2004	5,779,200	$321,486	$0.055628	5.76%
2005	5,791,200	$343,362	$0.059290	6.58%
2006	5,654,400	$360,610	$0.063775	7.56%
2007	5,629,600	$380,509	$0.067591	5.98%
2008	5,421,600	$366,806	$0.067656	0.10%
2009	4,746,000	$326,630	$0.068822	1.72%
2010	5,110,830	$363,165	$0.071058	3.25%
2011	5,240,400	$374,558	$0.071475	0.59%
2012	5,295,600	$379,948	$0.071748	0.38%
2013	5,288,400	$356,339	$0.067381	-6.09%
2014	5,430,000	$383,123	$0.070557	4.71%
2015	5,272,800	$392,347	$0.074410	5.46%
2016	5,396,400	$413,593	$0.076642	3.00%
2017	5,452,800	$407,458	$0.074725	-2.50%
2018	5,716,800	$424,952	$0.074334	-0.52%
2019	5,366,400	$405,715	$0.075603	1.71%
2020	5,061,600	$369,097	$0.072921	-3.55%
2021	5,368,800	$385,486	$0.071801	-1.54%

Natural Gas Usage for 2021

PLANT COMPLEX:

Date	Quantity		AMOUNT FOR PUMPING		AMOUNT FOR HEATING PLANT		Total	Cost Per.
2021	Used CCF	Billed	Quantity (CCF)	Cost/Use	Quantity (CCF)	Cost/Use	Bill	CCF
Jan	2,767	$1,347.30	1043	$507.85	1,724	$839.45	$1,347.30	$0.486917
Feb	2,694	$1,125.37	561	$234.35	2,133	$891.02	$1,125.37	$0.417732
Mar	1,806	$1,035.96	60	$34.42	1,746	$1,001.54	$1,035.96	$0.573621
Apr	1,196	$963.79	749	$603.58	447	$360.21	$963.79	$0.805844
May	491	$402.16	583	$477.51	-92	($75.35)	$402.16	$0.819063
Jun	491	$427.47	251	$218.52	240	$208.95	$427.47	$0.870611
Jul	371	$333.20	389	$349.37	-18	($16.17)	$333.20	$0.898113
Aug	371	$333.20	596	$535.28	-225	($202.08)	$333.20	$0.898113
Sep	2,594	$1,753.78	469	$317.09	2,125	$1,436.69	$1,753.78	$0.676091
Oct	373	$290.16	516	$401.40	-143	($111.24)	$290.16	$0.777909
Nov	1,324	$1,038.88	362	$284.04	962	$754.84	$1,038.88	$0.784653
Dec	1,266	$1,034.50	62	$50.66	1,204	$983.84	$1,034.50	$0.817141
Total	**15,744**	**$10,085.77**	**5,641**	**$4,014.07**	**10,103**	**$6,071.70**	**$10,085.77**	$0.640610
							Grand Total	

Heating =	**10,103**		**Pumping =**	**5,641**
	$6,071.70			**$4,014.07**

GEORGIA AVE. BOOSTER

Date	CCF	
2021	Used	Cost
Jan		
Feb	91	$107.85
Mar	110	$107.85
Apr	33	$42.09
May	29	$40.22
Jun	29	$40.22
Jul	31	$42.40
Aug	25	$31.93
Sep	26	$35.66
Oct	22	$31.97
Nov	26	$38.76
Dec	110	$104.31
Total	**532**	**$623.26**
		$1.171541

WILGUS AVE. BOOSTER

Date	CCF	
2021	Used	Cost
Jan	60	$45.61
Feb	63	$51.68
Mar	30	$30.84
Apr	4	$19.23
May	0	$17.33
Jun	0	$17.33
Jul	0	$17.88
Aug	0	$16.21
Sep	0	$17.88
Oct	0	$16.77
Nov	4	$19.91
Dec	4	$19.91
Total	**165**	**$290.58**
		$1.761091

OFFICE COMPLEX

Date	CCF	
2021	Used	Cost
Jan	1,302	$637.08
Feb	1,570	$868.60
Mar	950	$519.37
Apr	879	$671.51
May	588	$487.05
Jun	447	$429.89
Jul	252	$186.26
Aug	225	$181.90
Sep	288	$264.23
Oct	362	$292.93
Nov	791	$702.39
Dec	1,095	$862.25
Total	**8,749**	**$6,103.46**
		$0.697618

SOUTH BASIN

Date	CCF	
2021	Used	Cost
Jan	3,328	$1,620.41
Feb	3,694	$1,793.02
Mar	2,477	$1,361.11
Apr	2,196	$1,704.85
May	1,049	$935.40
Jun	273	$399.28
Jul	32	$172.17
Aug	10	$154.59
Sep	47	$193.45
Oct	370	$404.93
Nov	2,224	$1,911.20
Dec	3,313	$2,599.44
Total	**19,013**	**$13,249.85**
		$0.696884

ERIE AVE.BSTR.

Date	CCF	
0	Used	Cost
Jan	353	$193.49
Feb	486	$468.41
Mar	270	$179.44
Apr	111	$115.95
May	51	$70.06
Jun	51	$70.06
Jul	17	$38.87
Aug	0	$28.60
Sep	0	$28.60
Oct	4	$35.29
Nov	186	$188.99
Dec	386	$324.00
Total	**1,915**	**$1,741.76**
		$0.909535

TOTAL GAS COST = $32,094.68
TOTAL GAS (CCF)= 46,118
AVE. $/CCF= $0.695925
TOTAL GAS (THERM)= 46,810
AVE. $/THERM= $0.685641

Total Gas for Plant Heating(CCF) = 29,116
Total Gas for Plant Heating($) = $19,321.55

Month	KWH's	Cost
Jan	0	$0.00
Feb	0	$0.00
Mar	0	$0.00
Apr	0	$0.00
May	0	$0.00
Jun	0	$0.00
Jul	0	$0.00
Aug	0	$0.00
Sep	0	$0.00
Oct	0	$0.00
Nov	0	$0.00
Dec	0	$0.00
TOTALS	**0**	**$0.00**
	$/KwH	#DIV/0!

RESERVOIR : HORIZON TOWER

Month	KWH's	Cost
Jan	2927	$376.70
Feb	3287	$419.06
Mar	1688	$222.60
Apr	978	$124.14
May	312	$54.75
Jun	152	$38.42
Jul	140	$35.15
Aug	136	$34.06
Sep	151	$38.29
Oct	139	$34.42
Nov	1243	$167.50
Dec	1861	$247.65
TOTALS	**13014**	**$1,792.74**
	$/KwH	$0.137755

RESERVOIR : TAYLOR HILL TOWER

Month	KWH's	Cost
Jan	2,951	$361.05
Feb	2,579	$316.29
Mar	2,495	$304.69
Apr	1,638	$192.82
May	1,030	$1,334.53
Jun	487	$74.98
Jul	380	$60.38
Aug	415	$66.69
Sep	357	$58.31
Oct	329	$54.52
Nov	1,431	$182.92
Dec	1,746	$217.40
TOTALS	**15,838**	**$3,224.58**
	$/KwH	$0.203598

2nd Service 72 Park

Month	KWH's	Cost
Jan	1,000	$335.69
Feb	1,000	$488.37
Mar	1,200	$522.66
Apr	5,400	$1,139.66
May	1,000	$380.39
Jun	1,200	$522.66
Jul	1200	$519.11
Aug	1200	$394.29
Sep	1200	$519.11
Oct	1200	$393.40
Nov	6800	$1,356.49
Dec	800	$378.12
TOTALS	**23,200**	**$6,949.95**
	$/KwH	$0.299567

BOOSTER STATION : GEORGIA AVENUE

Month	KWH's	Cost
Jan	44,400	$4,322.00
Feb	52,800	$4,868.34
Mar	49,800	$4,521.58
Apr	51,300	$4,349.35
May	37,200	$3,793.15
Jun	44,700	$4,672.89
Jul	50,700	$4,878.04
Aug	50,100	$5,095.23
Sep	51,900	$4,595.26
Oct	54,000	$4,704.20
Nov	46,500	$4,297.29
Dec	45,900	$4,385.41
TOTALS	**579,300**	**$54,482.74**
	$/KwH	$0.094049

BOOSTER STATION : WILGUS AVENUE

Month	KWH's	Cost
Jan	3,100	$386.42
Feb	2,800	$349.21
Mar	3,100	$381.44
Apr	2,800	$332.49
May	2,700	$332.61
Jun	3,300	$403.76
Jul	2,800	$344.60
Aug	3,300	$403.76
Sep	3,000	$775.56
Oct	2,800	$344.60
Nov	3,100	$379.76
Dec	2,900	$356.60
TOTALS	**35,700**	**$4,790.81**
	$/KwH	$0.134196

PRESSURE PIT : EE PARK

Month	KWH's	Cost
Jan	5,857	$692.42
Feb	5,208	$614.81
Mar	6,397	$740.18
Apr	5,451	$608.63
May	4,611	$538.06
Jun	5,534	$643.86
Jul	4,935	$575.34
Aug	4,542	$532.59
Sep	4,851	$565.96
Oct	4,318	$505.92
Nov	3,473	$413.28
Dec	5,693	$659.94
TOTALS	**60,870**	**$7,090.99**
	$/KwH	$0.116494

PLANT COMPLEX :

Month	KWH's	Cost
Jan	416,400	$32,136.12
Feb	301,200	$23,408.81
Mar	564,000	$41,155.44
Apr	420,000	$28,132.70
May	381,600	$28,557.15
Jun	518,400	$36,114.55
Jul	458,400	$33,997.99
Aug	558,000	$38,479.47
Sep	447,600	$31,522.20
Oct	436,800	$30,473.30
Nov	454,800	$31,271.71
Dec	411,600	$30,236.38
TOTALS	**5,368,800**	**$385,485.82**
	$/KwH	$0.071801

RESERVOIR : E.E. TOWER

Month	KWH's	Cost
Jan	1636	$209.42
Feb	1510	$192.72
Mar	943	$127.39
Apr	719	$93.03
May	409	$63.14
Jun	230	$45.43
Jul	239	$44.74
Aug	253	$47.49
Sep	809	$158.23
Oct	1038	$136.02
Nov	1746	$219.12
Dec	1986	$245.57
TOTALS	**11,518**	**$1,582.30**
	$/KwH	$0.137376

PRV PIT: WASHINGTON AVE.

Month	KWH's	Cost
Jan	1343	$184.36
Feb	1643	$219.40
Mar	1423	$192.33
Apr	806	$109.00
May	531	$81.28
Jun	353	$62.74
Jul	232	$45.68
Aug	208	$45.19
Sep	228	$45.81
Oct	297	$56.56
Nov	587	$89.89
Dec	923	$129.97
TOTALS	**8,574**	**$1,262.21**
	$/KwH	$0.147214

ERIE AVE. BOOSTER

Month	KWH's	Cost
Jan	13,600	$2,074.24
Feb		
Mar	12,400	$1,901.06
Apr	14,800	$2,037.46
May	14,000	$2,036.10
Jun	18,000	$2,413.10
Jul	14,400	$2,180.87
Aug	15,600	$2,212.75
Sep	16,400	$2,116.03
Oct	15,600	$2,117.55
Nov	15,200	$2,100.72
Dec	15,200	$2,165.49
TOTALS	**165,200**	**$23,355.37**
	$/KwH	$0.141376

OFFICE / MAINTENANCE SHOP

Month	KWH's	Cost
Jan	5,437	$622.32
Feb	4,941	$574.56
Mar	4,026	$364.07
Apr	6,060	$501.65
May	7,202	$800.81
Jun	11,019	$1,252.93
Jul	9,553	$1,084.39
Aug	10,946	$1,238.33
Sep	11,994	$1,361.49
Oct	10,887	$1,219.16
Nov	5,671	$630.74
Dec	5,150	$548.52
TOTALS	**92,886**	**$10,198.97**
	$/KwH	$0.109801

2021 ELECTRICITY

$500,216.48	=	**GRAND TOTAL**
$107,780.71	=	**TOTAL WITHOUT PLANT COMPLEX & 2ND SERVICE**
$392,435.77	=	**TOTAL FOR PLANT COMPLEX & 2ND SERVICE**
6,233,070	=	**TOTAL KWH FOR PUMPING**
141,830	=	**TOTAL KWH ALL OTHERS**
6,374,900	=	**TOTAL KWH**
$0.078467	=	**AVE. COST OF ALL POWER PER KW**

Chemical Usage 2021

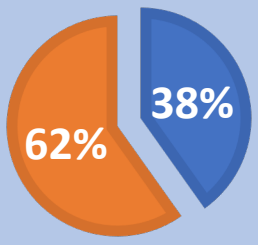
	Alum		NaOCl		Fluoride		Powdered Activated Carbon		Polymer		KMnO4		Liquid Phosphate		
2021	Lbs.	Cost $	Lbs.	Cost $	Lbs.	Cost $	Lbs.	Cost $	Lbs.	Cost $	Lbs.	Cost $	Lbs.	Cost $	Monthly Total $
Jan	51,481	$7,284.56	4,249	$2,931.81	1,649	$1,792.46	0	$0.00	52	$81.22	0	$0.00	2,609	$3,449.10	$15,539.15
Feb	53,349	$7,548.88	5,368	$3,703.92	1,439	$1,564.19	0	$0.00	44	$68.36	0	$0.00	2,409	$3,184.70	$16,070.05
Mar	70,862	$10,026.97	6,572	$4,534.68	1,731	$1,881.60	0	$0.00	1,208	$1,872.40	0	$0.00	2,789	$3,687.06	$22,002.71
Apr	55,540	$7,858.91	6,054	$4,177.26	1,572	$1,708.76	0	$0.00	1,431	$2,218.36	0	$0.00	1,572	$2,078.18	$18,041.47
May	41,202	$5,830.08	4,319	$2,980.11	1,553	$1,688.11	0	$0.00	769	$1,191.95	0	$0.00	2,983	$3,943.53	$15,633.78
Jun	42,576	$6,024.50	4,143	$2,858.67	1,814	$1,971.82	0	$0.00	249	$385.18	0	$0.00	3,528	$4,664.02	$15,904.19
Jul	50,723	$7,177.30	5,120	$3,532.80	2,349	$2,553.36	0	$0.00	0	$0.00	0	$0.00	3,549	$4,691.78	$17,955.24
Aug	46,459	$6,573.95	5,240	$3,615.60	2,621	$2,849.03	0	$0.00	0	$0.00	266	$971.27	3,876	$5,124.07	$19,133.92
Sep	53,077	$7,510.40	8,971	$6,189.99	2,130	$2,315.31	0	$0.00	0	$0.00	247	$901.73	3,523	$4,657.41	$21,574.84
Oct	57,256	$8,101.72	8,000	$5,520.00	1,917	$2,083.78	0	$0.00	0	$0.00	238	$868.70	3,398	$4,492.16	$21,066.36
Nov	59,811	$8,463.26	6,095	$4,205.55	1,669	$1,814.20	0	$0.00	0	$0.00	16	$56.98	2,945	$3,893.29	$18,433.28
Dec	66,152	$9,360.51	5,610	$3,870.90	1,789	$1,944.64	0	$0.00	0	$0.00	0	$0.00	2,988	$3,950.14	$19,126.19
Total	**648,488**	**$91,761.04**	**69,741**	**$48,121.29**	**22,233**	**$24,167.26**	**0**	**$0.00**	**3753**	**$5,817.47**	**767**	**$2,798.68**	**36,169**	**$47,815.44**	**$220,481.18**
Average	54,041	$7,646.75	5,812	$4,010.11	1,853	$2,013.94	0	$0.00	312.75	$484.79	64	$233.22	3,014	$3,984.62	$18,373.43
Maximum	70,862	$10,026.97	8,971	$6,189.99	2,621	$2,849.03	0	$0.00	1431	$2,218.36	266	$971.27	3,876	$5,124.07	$22,002.71
Minimum	41,202	$5,830.08	4,143	$2,858.67	1,439	$1,564.19	0	$0.00	0	$0.00	0	$0.00	1,572	$2,078.18	$15,539.15
$/LB		$0.1415		$0.6900		$1.0870		#DIV/0!		$1.5501		$3.6489		$1.3220	

	2020	2021	
	Lbs.	Lbs.	Difference
Alum	689,048	648,488	-5.89%
NaOCL	85,357	69,741	-18.29%
Fluoride	21,095	22,233	5.39%
Polymer	5,061	3,753	-25.84%
KMNO4	1,182	767	-35.11%
Phosphate	30,541	36,169	18.43%

Year To Date of all Chemicals: 2021 **$220,481.18**

Customer Relations & Fiscal Summary

Payment Transactions



6,760
Total # of January Payments Processed

Collections

District 2

$1,085,704
Billed

$245,093
Outstanding After Due Date

1653
Past Due Letters Mailed

14
Disconnection Letters Mailed

4
Properties Disconnected

$83,004
Outstanding At Month End

Payments By Source

	Jan 2021	**Jan 2022**
Payment Window	199	**342**
Drop Box Payments	415	**290**
Electronic Payments	4117	**4208**
Cash/Check Payments	2179	**1920**
Total Payments	6910	**6760**

Payments Returned NSF **10**

Utility Bills

Mailed 5,234

Paperless 1055

January 2022

Customer Relations & Fiscal Summary

Property Transactions

	January 2021	**January 2022**
Account Transfers *(Finals)*	187	**172**
Property Data Requests	82	**49**

PSC Complaints

0 PSC Complaint(s) Filed

Accounts Payable

196 Invoices Paid

Customer Service

165 Customer Service Email Requests Completed

1,459 USS Calls Answered

62:00 USS Hours On the Phone

383 Lead ST Calls Completed *(Incoming & Outgoing)*

17:56 Lead ST Hours On the Phone

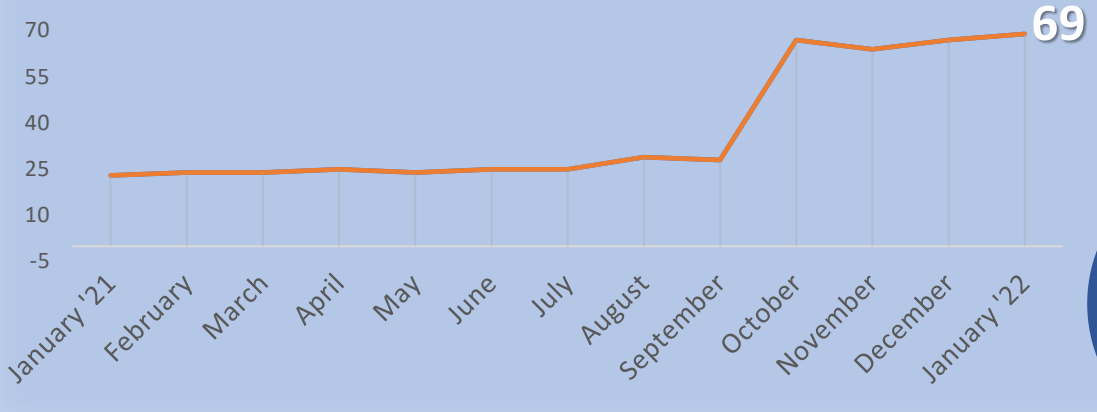
Customer Assistance Payments

Number of Payments Received: **9**

Total Dollars: **$1,793.13**

*Payments received from Wisconsin Emergency Rental Assistance Program, LIHEAP, Salvation Army, and St. Vincent DePaul for customer benefit.

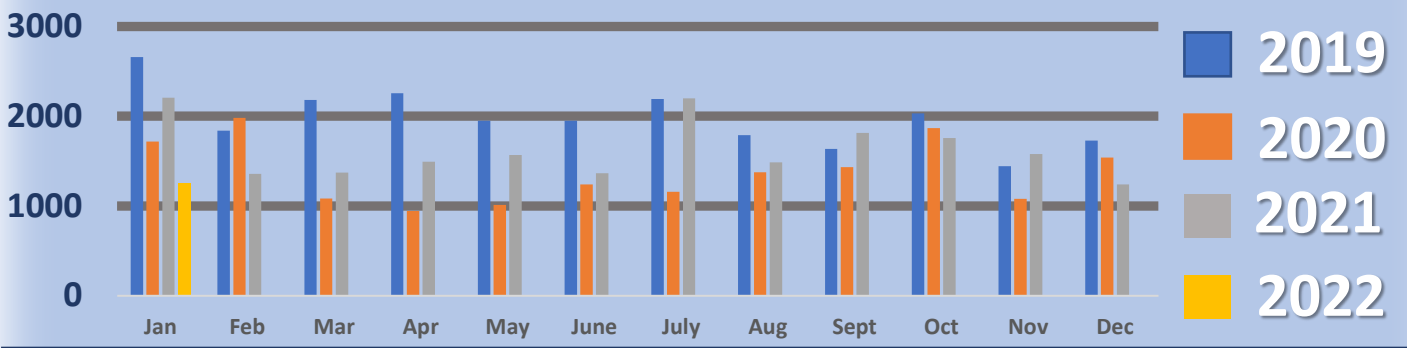
Lead Service Line Replacement Active Loans



January 2022

Customer Relations & Fiscal Summary

Service Tech Miles Driven



Cross Connection

74 Inspections by SWU

85 Inspections by Hydro Corp

23 Facilities with Compliance Issues

Lead Education

28 WDNR Lead in Drinking Water Brochures Distributed at home visits

Troubleshooting Work Orders Completed

127 Work orders completed for high consumptions, zero/low, and checks.

Leak Allowances Issued

8 Customer Requests

151 CCF Allowed @ Reduced Rate

Service Leaks

1 New Reported Leak(s)

1 Leak(s) Fixed or Off)

0 Active Leak(s) Month End

Meters

83 Meters Installed/Replaced

205 Meters Tested

January 2022

Customer Relations & Fiscal Summary

Facebook Page

5 January New Followers

724 Total Followers

Website Visitors

3,497

2021 Visits in December: 2,876
Top Page Viewed: **Pay Your Bill**

Additional CR/F Activities
January

- Service Techs continue their work changing out and testing water meters.
- Completed meter counts for the annual PSC report.
- New sewer rates entered as of 1/1/2022.
- New Utility Support Specialist started 1/17/2022. The new USS has been processing payments, balancing daily transactions, preparing bank deposits, billing final accounts, and assisting customers at the front counter.
- USS attended webinar on the customer assistance available through Energy Assistance Program.
- OnTech completed their quarterly maintenance visit.

January 2022

MONTHLY CONSTRUCTION-MAINTENANCE DEPARTMENT REPORT

January 2022

Distribution System Maintenance:

- Repaired two hydrants that were struck by motor vehicles.
- Repaired multiple main breaks throughout the city.
- Temporary patches poured for water main break service holes.
- Cut out and installed a new stick of pipe on Marvin Ct.
- Repaired and maintained street barricades.
- Trucked out spoils.
- Hauled in fill to replenish stock.

Taps:

- 2” Tap at 1618 Calumet Drive.

Building/Grounds Maintenance:

- General shop maintenance and cleaning.
- Snow removal at all Water Utility sites.
- Helped with remodel of office for Brenda.

Equipment Maintenance:

- Performed routine maintenance and repairs on construction equipment and vehicle fleet.
- Repaired gear box on #1 Dump Truck.

Safety:

- Attended a virtual Diggers Hotline webinar.

Distribution System -- January 2022

Street Valves and Hydrant Valves Installed (including water main projects and others)

Location	Date Installed	Size ("), Jt	Installed By	Type

Total Valves Installed = 0

Street Valves and Hydrant Valves Removed

Location	Installed	Abandoned	Type

Total Valves Removed = 0

Street Valves and Hydrant Valves Abandoned

Location	Installed	Abandoned

Total Valves Abandoned = 0

Street Valves and Hydrant Valves Maintained

Location	Maintained	Size

Total Valves Maintained = 0

Hydrants Installed (including water main projects and others)

Location	Installed	Tr Size	Valve	By

Total Hydrants Installed = 0

Hydrants Removed (including water main projects and others)

Location	Installed	Removed	Hyd Valve?

Total Hydrants Removed = 0

Hydrants Abandoned (including water main projects and others)

Location	Installed	Abandoned	Tr Size	Hyd Valve?

Total Hydrants Abandoned = 0

Hydrants Maintained/Moved (including water main projects and others)

Location	Installed	Maintained

Total Hydrants Maintained/Moved = 0

Water Main Breaks

Location	Date	Size
N.28th St & Michigan Ave	1/7/2022	6"
2529 S. 15th St.	1/10/2022	6"
712 Whitcomb	1/10/2022	6"
N.8th St & Center Ave	1/10/2022	8"
1216 Wilson Ave	1/11/2022	10"
1025 N. 26th St.	1/20/2022	6"
2025 N. 12th St.	1/24/2022	6"
Wilson Ave and Wedemeyer St.	1/25/2022	10"
Ashland Ave and Plymouth Ln	1/26/2022	8'
2805 Henry St	1/26/2022	6"
1019 N. Water St.	1/27/2022	6"
1835 N. 19th St.	1/28/2022	6"
1713 Wisconsin Ave	1/28/2022	6"

Total Water Main Breaks = 13

SUMMARY

Number of feet of 4 inch water main installed	0	water main
Number of feet of 6 inch hydrant lead installed	20	
Number of feet of 6 inch water main installed	0	
Number of feet of 8 inch water main installed	0	
Number of feet of 12 inch water main installed	0	
Number of feet of 16 inch water main installed	0	
Number of feet of 20 inch water main installed	0	
Number of feet of 24 inch water main installed	0	
Number of feet of water main abandoned or removed	20	
Number of water main breaks repaired	13	
Number of hydrants installed	0	hydrants
Number of hydrants removed or abandoned	0	

WATER MAIN AND APPURTENANCES INSTALLATION -- January 2022

Water Main Projects (including installation or abandonment of more than 3' of pipe by utility or contractors)

Location: 6" Water Main	Installed	New Valves	New Hyd.	New Hyd Valves	Aband. Valves	Aband. Hyd.	Remove Hyd.	Size " Installed	Feet Installed	New Hyd Lead	Aband.	Feet. Aband.	Feet. Rem.	By
Marvin Ct and Sauk Trail Rd	1/18/2022	0	0	0	0	0	0	6	20	0	6" CIP	20	0	Ute.
Totals:		**0**	**0**	**0**	**0**	**0**	**0**		**20**	**0**		**20**	**0**	

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www.ontech.com
(262) 522-8560

Managed Services - Complete Bundle

Description	Recurring	Qty	Ext. Recurring
Managed Services Renewal: **Current Term**: 1 Year **Current Monthly Spend**: $1785 **Renewal Term & Spend:** **Month to Month**: $2303 **1 Year**: $2063 **2 Year**: $1653 (Currently quoted at this term level)			
Ontech Complete Managed Services Bundle	**$1,653.00**	**1**	**$1,653.00**
Network Documentation Portal		1	
LionGard		1	
Network Care		4	
Elite Server Care		3	
Desktop Care		41	
Mobile Device Management		10	
Webroot SAT		41	
Webroot DNS		46	
Dark Web Domain Monitoring		1	
RiskWatch		1	
Fortify for Endpoint		45	

Complete Bundle Scope of Services

Features Included in MyGlue;

- Encrypted Documentation Portal for storing all network information. MyGlue is available through a web browser as well as mobile app.
  - Centrally store all passwords
    - Control who has access to each password
    - Automatically create strong passwords
  - Store important "how to" and procedural information

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Managed Services - Complete Bundle

Description	Recurring	Qty	Ext. Recurring

- Standard Operating Procedures
- PC Setup Checklists
- New Hire/Termination Documents
- Contracts & Service Providers

- Contacts and Locations
  - Dynamically link network devices to people and locations

Features Included in Liongard;

- Change Management Autuomation
- Alerts & Metric Value Tracking
- Ticketing System Integration for Change Tracking

Features Included in Network Care;

- Automated Inventory of Network Devices and Classification: Have a profile for every device on a network at your fingertips
- Network Diagram & Connectivity Methods: Instantly know how everything on your network is connected
- IP Address Management: Get an automatic list oof all the IP addresses currently in use and which device is using it
- Alerts & Notifications: Stay on top of important network events with both preconfigured and customizable alerting
- Service Monitoring: Inventory and monitor the services running on nearly any device on the network
- Context Aware Data: Get relevant and actionable information tailored to each device type
- Rich Statistics: Understand and improve the stability of a network with usage and health stats
- Live & Historic Data: View network performance as it happens with a 60-second polling, or dive into detailed logs
- Netflow Data & Analytics: Gain real-time visibility into network traffic with analytics and reporting

Features Included with Ontech Elite Server Care;

- 24x7 Monitoring & Alerting on Servers
- Webroot Anti-Virus License
- LogMeIn Enterprise - for both Client and Ontech use
- Windows Patches and Updates
- Driver & Firmware Updates for Servers
- Server Cluster Health Checks and Remediation
- Assign issue based Troubleshooting including;
  - Exchange
  - VM Ware
  - Hyper-V
  - Remote Desktop Services
  - Server Performance Issues
  - Group Policy Failures
  - Windows Server and Service Errors

Ontech and our NOC Target Service Levels

- Server Down Tickets: 15-30 minutes to begin work
- Critical Impact Alert Tickets: 1-2 Hours to begin work

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Managed Services - Complete Bundle

Description	Recurring	Qty	Ext. Recurring

- Update Critical Impact Tickets: every 3-4 Hours

Features Included in Desktop Care;

- 24x7 monitoring and alerting of hardware components
- Backup Alerts to our NOC and internal team
- Webroot Antivirus
- Windows Security patches
- Enterprise Log Me In for remote support or user access
- 3rd party patches like Adobe, Java, etc.
- Auto attempts to remove malware
- Weekly Temp File and Cookie Clean up

Features Included in Webroot Security Awareness Training;

- Fully featured phishing simulator
- Engaging and interactive training courses
- Trackable, customizable training campaigns
- Campaign and contact management
- Reporting Center

Features included in Webroot DNS Protection

- Webroot DNS Features
  - Secure and reliable interect connectivity
  - No on-site hardware install
  - IPv4, IPv6, HTTP, and HTTPS filtering
  - 80 distinct web categories
  - Roaming and mobile user protection
  - Wifi and guest network protection
  - Policy control by user, group, or IP Address
  - On-Demand reporting
  - Maintain regulatory compliance by restricting browsing
- Advanced Web Browsing Protection Benefits
  - Admins are able to maintain full network visibility with complete insight into the connection requests being made and by whom allows better informed access policies
  - Admins are able to reduce infections due to the ability to prevent users browsing to malicious and suspicious internet locations, resulting in less cost of remediation
  - Admins are able to implement and enforce granular access policies to take control of productivity, HR & compliance requirements, and more with customizable policy controls by individual, groups, or IP Address

Features Included in Dark Web Domain Monitoring

- Domain monitoring for password and other credential leaks from hacked or exposed websites

Features Included in O365 Risk Watch

- Leaked Credentials – indicates that the users valid credentials have been leaked, when cyber criminals compromise valid passwords of legitimate users, they often share those credentials. This sharing is typically done by posting publicly

Managed Services - Complete Bundle

Description	Recurring	Qty	Ext. Recurring

on the dark web, paste sites, or by trading and selling the credentials on the black market.

- Azure AD Threat Intelligence – indicates user activity that is unusual for the given user or is consistent with known attack patterns
- Sign In From Anonymous IP Address – indicates sign ins from an anonymous IP address, these IP Addresses are typically used by actors who want to hide their login telemetry for potentially malicious intent
- Atypical Travel – identifies two sign ins originating from geographically distant locations, where at least one of the locations may also be atypical for the user given past behaviors, this takes into account the time between the two sign ins and the time it would have taken for the user to travel from the first to second location, indicating the different user using the same credentials
- Malware Linked IP Address – indicates sign ins from IP addresses infected with malware that is known to actively communicate with a bot server, this is determined by correlating IP addresses of the users device against IP addresses that were in contact with a bot server while the bot server was active
- Unfamiliar Sign In Properties – considers past sign in history to look for anomalous sign ins. The system stores information about previous locations used by a user and considers there familiar locations. The risk detection is triggered when the sign in occurs from a location that's not already in the list of familiar locations
- Admin Unconfirmed User Compromised – indicates an admin has selected confirm user compromised in the risky users UI or using risky Users API
- Malicious IP Address – indicates sign in from a malicious IP Address, an IP address is considered malicious based on high failure rates because of invalid credentials received from the IP address or other IP reputation sources
- Suspicious Inbox Manipulation Rules – this detection is discovered by Microsoft cloud app security, this detention profiles your environment and triggers alerts when suspicious rules that delete or move messages or folders are set on users inbox. This may indicate that the users account is compromised that messages are being intentionally hidden, and that the mailbox is being used to distribute spam malware in the organization.

Features Included in Fortify For Endpoint Protection

- Complete SOC Services: Implement advanced operations without the need for in-house security expertise. The complete Continuum Fortify SOC analyzes quarantined applications and files, reducing false positives and ensuring comprehensive protection. We take care of the labor challenges while you focus on growing your business.
- Threat Detection: Rapidly recognizes many thousands of virus and malware attack variants including cryptomining attacks as well as the root causes of these malicious behaviors by quickly identifying and diagnosing corrupt source processes and system settings.
- Response & Remediation: When malicious behavior is detected, Continuum Fortify For Endpoint Security will quickly rollback files to previous safe versions through tracking changes in the devices and restoring it to an acceptable risk state.
- Next Generation Endpoint Security: Fortify For Endpoint Security utilizes the patented SentinelOne platform, for its unique malware detection and remediation technology. This solution incorporates the industry's most innovative prevention, providing visibility into the root causes and origins of the threat, reversing the malicious operations and remediating them at an agile speed, when needed.

If choosing a contract option, I understand the services I am approving on this proposal is a contract between our business entity and Ontech Systems, Inc. for Managed Services only. These services differ from hourly time and materials charges. The terms available for Managed Services are month to month, 1 year, or 2 year.

If choosing a commitment option, your business will be *committed to the minimum monthly spend amount quoted, this will be your minimum commitment*. If additions are needed, they can be added to active contract. All Managed Services products

N85W16186 Appleton Ave
Suite A
Menomonee Falls, Wisconsin 53051
www.ontech.com
(262) 522-8560

Managed Services - Complete Bundle

Description	Recurring	Qty	Ext. Recurring
purchased through Ontech must be on the same term length. Cancellation prior to the termination date will result in full payment of contracted Managed Services through the last day of contract. Contract starts when agents are installed and “live and active”, not accepted proposal date, and these dates will be reflected on your invoice. **Agreement terms will auto renew unless a 60-day notice is provided by end client.** The monthly fees do not include set up or cancellation service fees to install or uninstall the Managed Services agents(s).			

Monthly Subtotal: $1,653.00

Services

Description	Price	Qty	Ext. Price
Estimated Installation & Configuration: 1-2 Hours	$150.00	2	$300.00

Subtotal: $300.00

N85W16186 Appleton Ave
Suite A
Menomonee Falls, Wisconsin 53051
www.ontech.com
(262) 522-8560

RMM Commitment Renewal - Due 2/28/22

Quote Information:

Quote #: 010122

Version: 1
Delivery Date: 02/11/2022
Expiration Date: 04/12/2022

Prepared for:

City of Sheboygan Water Utility

72 Park Ave
Sheboygan, WI 53081
Tamara Scheuren
(920) 459-3800
tamarascheuren@sheboyganwater.org

Prepared by:

Ontech Systems Inc.

Sam DuKatz
(262) 522-8560
sam@ontech.com

Quote Summary

Description	Amount
Services	$300.00
Total:	$300.00

Monthly Expenses Summary

Description	Amount
Managed Services - Complete Bundle	$1,653.00
Monthly Total:	$1,653.00

Payment Options

Description	Payments	Interval	Amount
Managed Service Commitments			
24 Month	**24**	**One-Time**	**$1,653.00**
	1	**One-Time**	**$300.00**

Summary of Selected Payment Options

Description	Amount
Managed Service Commitments: 24 Month	
Selected Recurring Payment	$1,653.00
Total of Recurring Payments	**$39,672.00**
Total of Payments	**$300.00**

You have selected a 24 month commitment. You will be committed to the minimum monthly spend amount quoted, this will be your minimum commitment during this 2 year term.

N85W16186 Appleton Ave
Suite A
Menomonee Falls, Wisconsin 53051
www.ontech.com
(262) 522-8560

Quote is valid for 15 days. Prices are subject to change.
Note: You will be invoiced monthly for these services.
PLEASE do not pay from quote, invoice to follow.

Ontech Systems Inc.

Signature:

Name: Sam DuKatz

Title: Sales Support Specialist

Date: 02/11/2022

City of Sheboygan Water Utility

Signature:

Name: Tamara Scheuren

Date:

Sheboygan Water Utility Raw Water Improvements Project Construction Services – Scope of Services, Time of Performance, and Method of Payment

This Agreement between the Sheboygan Water Utility (Utility) and CDM Smith Inc. (CDM Smith) contains the scope of services, schedule, and fee, for Construction Services (General Services and Resident Project Representative (RPR) Services) for the Raw Water Improvements Project. For the purposes of this Agreement, the following definitions apply:

- "OWNER" refers to the Sheboygan Water Utility
- "ENGINEER" refers to CDM Smith Inc.
- "Contract Documents" refers to the:
    - Sheboygan Water Utility Raw Water Improvements Project, WDNR SDWL Project No. 4901-09, Construction Drawings and Project Manual Issued for Bidding December 2021 and Associated Addenda

SCOPE OF SERVICES

The scope of services for this Project includes:

- Task 1 – General Services
- Task 2 – RPR Services
- Task 3 – Project Controls
- Task 4 – Startup Assistance and Staff Training
- Task 5 – State Revolving Fund (SRF) Loan Administration

This construction services scope of work adheres to the contractual language requirements set forth by the Wisconsin Department of Natural Resources (WDNR), such that the construction services fee will be eligible for reimbursement under the WDNR's SRF loan program, if the OWNER so chooses.

Task 1 – General Services

Task 1 consists of the following subtasks:

- Task 1.1 – General Administration of Construction Contract
- Task 1.2 – Construction Document Control System
- Task 1.3 – Conformed Contract Documents
- Task 1.4 – Visits to Site and Observation of Construction
- Task 1.5 – Design Clarifications and Interpretations; Field Orders
- Task 1.6 – Change Orders, Claims, and Time Extensions
- Task 1.7 – Shop Drawings
- Task 1.8 – Substitutes
- Task 1.9 – Inspections and Tests
- Task 1.10 – Factory Witness Testing
- Task 1.11 – Applications for Payment
- Task 1.12 – Contractor's Completion Documents

- Task 1.13 – Substantial Completion
- Task 1.14 – Final Notice of Acceptability of the Work
- Task 1.15 – Pre-Construction and Progress Meetings
- Task 1.16 – Record Contract Documents

Task 1.1 – General Administration of Construction Contract

Under this task, ENGINEER will consult with and advise OWNER and act as the OWNER's representative as provided in the Standard General Conditions of the Contract Documents. The extent and limitations of the duties, responsibilities and authority of ENGINEER as assigned in said Standard General Conditions will not be modified, except to the extent provided herein. All of OWNER's instructions to Contractor will be issued through ENGINEER who will have authority to act on behalf of OWNER in dealings with the Contractor to the extent provided in this Agreement and said Standard General Conditions except as otherwise provided in writing.

Task 1.2 – Construction Document Control System

ENGINEER will establish and maintain a construction document control system for organized management of the documents generated during construction. The construction document control system will consist of an electronic document filing system using CDM Smith's electronic filing system, including ProjectWise and Excel/Contract Manager-based spreadsheets to log documents generated during construction. Additionally, a project website/sharepoint site will be developed and maintained to facilitate transmittal of documents between the OWNER, ENGINEER, and Contractor.

The construction document control system will provide access to, and retrieval of, documents generated during construction, including, but not limited to:

- Change Order Requests (COR)
- Conformed Contract Documents
- Baseline Construction Schedule and Schedule Updates
- Correspondence
- Design Clarifications / Interpretations
- Field Orders
- Payment Applications
- Progress Meeting Minutes
- Progress Reports
- Requests for Information (RFI)
- Requests for Proposals (RFP) and Work Change Directives (WCD)
- Submittals

Separate tracking logs for each type of document, as appropriate, listed above will be maintained by the ENGINEER in spreadsheet format.

Task 1.3 – Conformed Contract Documents

Under this task, ENGINEER will develop conformed Contract Documents of the bid documents incorporating the additions and revisions included in the addenda issued during the bidding period. These Documents will be provided to OWNER and ENGINEER for use during construction, and will be distributed to the Contractor as well. For the purposes of this task, it is assumed that digital pdfs of the Contract Documents will be provided to the OWNER

Task 1.4 – Visits to Site and Observation of Construction

ENGINEER will make visits to the site at intervals appropriate to the various stages of construction as ENGINEER deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of the Contractor's work. In addition, ENGINEER will provide the services of a full-time RPR at the site to assist ENGINEER and to provide more continuous observations of such work. RPR services are covered in Task 2 of this scope of services. The furnishing of such RPR services will not extend ENGINEER's responsibilities or authority beyond the specific limits set forth elsewhere in this paragraph. Such visits and observations by ENGINEER and the RPR are not intended to be exhaustive or to extend to every aspect of the work in progress, or to involve detailed inspections of the work beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling and similar methods of general observation of the work based on ENGINEER's exercise of professional judgment as assisted by the RPR. Based on information obtained during such visits and such observations, ENGINEER will endeavor to determine, in general, if such work is proceeding in accordance with the Contract Documents and ENGINEER will keep OWNER informed of the progress of the work.

The purpose of ENGINEER's visits to and representation by the RPR at the site will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the construction phase, and, in addition, by the exercise of ENGINEER's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of the Contractor will conform, in general, to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by the Contractor. On the other hand, ENGINEER will not, during such visits or as a result of such observations of the Contractor's work in progress, supervise, direct or have control over the Contractor's work nor will ENGINEER have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by the Contractor, for safety precautions and programs incident to the work of the Contractor or for any failure of the Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to the Contractor's furnishing and performing the work. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

During such visits and on the basis of such observations, ENGINEER will have authority to disapprove of or reject the Contractor's work while it is in progress if ENGINEER believes that such work will not produce a completed project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.

Site visits by discipline are as follows:

- Structural: 10 days
- Architectural: 8 days
- Civil / Site: 10 days
- Yard Piping and Intake: 15 days
- Process Mechanical: 16 days
- Building Mechanical: 3 days
- Electrical: 6 days

- I&C: 6days

Duties, responsibilities and authority of the RPR are set forth in Task 2.

Task 1.5 – Design Clarifications and Interpretations; Field Orders

ENGINEER will issue necessary clarifications and interpretations (i.e., Requests for Information, or RFIs) of the Contract Documents as appropriate to support the orderly completion of the work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. ENGINEER may issue field orders authorizing minor variations from the requirements of the Contract Documents, provided such field orders have no impact on either Contract Time or Contract Price.

For the purposes of construction fee development, ENGINEER has assumed review of 100 RFIs.

Task 1.6 – Change Orders, Claims, and Time Extensions

ENGINEER will recommend Change Orders and Work Change Directives to OWNER as appropriate, and will administer Change Orders and Work Change Directives as required.

Change order requests can be initiated by the OWNER, ENGINEER, or the Contractor. For the purposes of construction fee development, ENGINEER has assumed review of 20 change orders,

ENGINEER will track all change orders, assigning a number to each proposed change, listing individual change order net extra/credit amounts, and maintaining the total net contract change. Upon receipt of a proposed change, ENGINEER and RPR will discuss the change with OWNER, and together will determine the manner in which to proceed.

If the proposed change is performed on a time and material basis, the RPR will monitor the Contractor's work and document the actual time and materials used. If the Contractor prepares a cost proposal for the contemplated work or submits a claim, the RPR will perform the first review and make a recommendation to the ENGINEER and OWNER. ENGINEER's subsidiary, CDM Smith Constructors Inc., may also be used to review Contractor-generated cost proposals.

Upon receipt of the RPR's recommendation, the ENGINEER, in conjunction with the OWNER, will determine the appropriate next steps, which may include any one of the following:

- Set up a negotiating session with the Contractor.
- Make a final recommendation to the OWNER and request formal approval to proceed.
- Cancel the proposed change or reject the Contractor's claim.

Upon receipt of OWNER's formal approval, the ENGINEER will notify the Contractor to proceed, and then prepare the necessary documents to execute the change order.

ENGINEER will render the initial decisions on all claims of OWNER and Contractor relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. In rendering such decisions, ENGINEER will be fair and not show partiality to OWNER or Contractor and will not be liable in connection with any decision rendered in good faith in such capacity.

Task 1.7 – Shop Drawings

ENGINEER will review and approve (or take other appropriate action in respect of) Shop Drawings and Samples and other data that the Contractor is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto.

It should be noted that shop drawings, O&M manuals, and other submittals will be reviewed no more than twice at the OWNER's expense. All subsequent reviews will be performed at the Contractor's expense. OWNER will be reimbursed by the Contractor for all costs invoiced by ENGINEER for the third and subsequent reviews of all shop drawings, O&M manuals, and other submittals.

Task 1.8 – Substitutes

ENGINEER will evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor. However, services in making revisions to the Contract Documents occasioned by the acceptance of substitute materials or equipment other than "or-equal" items; and services after the award of the construction contract in evaluating and determining the acceptability of a substitute which is appropriate for the Project or an excessive number of substitutes will only be performed pursuant to an amendment to this Agreement for additional compensation.

For purposes of construction services fee development, ENGINEER has assumed review of six substitutes or "or equal" materials and equipment submissions prepared by the Contractor.

Task 1.9 – Inspections and Tests

ENGINEER will require special inspections or tests of the work as stated in the Contract Documents, and will receive and review certificates of inspections, tests and approvals required by laws, rules, regulations, ordinances, codes, orders, or the Contract Documents. ENGINEER's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests or approvals comply with the requirements of the Contract Documents. ENGINEER will be entitled to rely on the results of such tests. As part of this subtask, ENGINEER will review reports depicting the results of:

- Materials testing, including review of Contractor's proposed independent testing laboratory
- Equipment testing
- Equipment installation and startup activities
- Intake inlet assembly and intake pipe
- OWNER training activities

Task 1.10 – Factory Witness Testing

Factory witness testing will be performed for the equipment specified in the Contract Documents. ENGINEER labor effort and expenses to attend and document the results of such activities is covered by this subtask.

The items requiring factory testing include:

- Vertical turbine pumps
- Control Panels
- Electrical equipment, including generators

An allowance of $3,000 has been included to cover travel expenses for those items.

Task 1.11 – Applications for Payment

Based on ENGINEER's on-site observations as an experienced and qualified design professional and on review of Applications for Payment and the accompanying data and schedules:

- ENGINEER will determine the amounts that ENGINEER recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute ENGINEER's representation to OWNER, based on such observations and review, that, to the best of ENGINEER's knowledge, information and belief, the work has progressed to the point indicated, the quality of such work is generally in accordance with the Contract Documents (subject to an evaluation of such work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is ENGINEER's responsibility to observe the work. In the case of unit price work, ENGINEER's recommendations of payment will include final determinations of quantities and classifications of such work (subject to any subsequent adjustments allowed by the Contract Documents). The responsibilities of ENGINEER contained herein are expressly subject to the limitations set forth in the following paragraph and other express or general limitations in this Agreement and elsewhere.
- ENGINEER will review record drawings and Contractor’s Critical Path Method (CPM) schedule to verify that maintenance of the documents is commensurate with work completed.
- By recommending any payment, ENGINEER will not thereby be deemed to have represented that on-site observations made by ENGINEER to check the quality or quantity of Contractor's work as it is performed and furnished have been exhaustive, extended to every aspect of the work in progress, or invoiced detailed inspections of the work beyond the responsibilities specifically assigned to ENGINEER in this Agreement and the Contract Documents. Neither ENGINEER's review of Contractor's work for the purposes of recommending payments nor ENGINEER's recommendation of any payment (including final payment) will impose on ENGINEER responsibility to supervise, direct or control such work or for the means, methods, techniques, sequences or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. It will also not impose responsibility on ENGINEER to make any examination to ascertain how or for what purposes Contractor has used the moneys paid on account of the Contract Price, or to determine that title

to any of the work, materials or equipment has passed to OWNER free and clear of any liens, claims, security interests or encumbrances, or that there may not be other matters at issue between OWNER and Contractor that might affect the amount that should be paid.

Task 1.12 – Contractor's Completion Documents

ENGINEER will receive, review, and transmit to OWNER, with written comments, maintenance and operating instructions, schedules, guarantees, Bonds, certificates or other evidence of insurance required by the Contract Documents, certificates of inspection, tests and approvals, and marked-up record documents (including Shop Drawings, Samples and other data approved as provided under Task 1.7 – Shop Drawings, and marked-up record Drawings) which are to be assembled by the Contractor in accordance with the Contract Documents to obtain final payment. ENGINEER's review of such documents will only be to determine, generally, that their content complies with the requirements of, and in the case of certificates of inspections, tests, and approvals, that the results certified indicate compliance with the Contract Documents.

Task 1.13 – Substantial Completion

Following notice from the Contractor that the Contractor considers the entire work ready for its intended use, ENGINEER and OWNER, accompanied by the Contractor, will conduct an inspection to determine if the work is substantially complete. If ENGINEER considers the work substantially complete, after considering any objections of OWNER, ENGINEER will deliver a certificate of Substantial Completion to OWNER and the Contractor.

Task 1.14 – Final Notice of Acceptability of the Work and Contract Close-Out

ENGINEER will conduct a final inspection to determine if the completed work of the Contractor is acceptable so that ENGINEER may recommend, in writing, final payment to the Contractor. Accompanying the recommendation for final payment, ENGINEER will indicate that the work is acceptable (under the provisions of Task 1.11 – Applications for Payment), to the best of ENGINEER's knowledge, information, and belief, and based on the extent of the services performed and furnished by ENGINEER under this Agreement.

ENGINEER will coordinate intermediate inspections, the final inspection, and closeout of the construction contract. ENGINEER will schedule joint inspections with OWNER, RPR, and the Contractor, prior to the OWNER's expected use of the Project. ENGINEER will provide to OWNER a report of the findings from the inspections, including recommendations as to the appropriate actions to be taken by the Contractor, OWNER, and/or ENGNIEER. ENGINEER will meet with the OWNER to discuss all recommendations concerning the readiness of the Project for acceptance, in whole or in part.

When OWNER concurs with ENGINEER's recommendation of acceptance, ENGINEER will receive and process contract close out documents from the Contractor. ENGINEER, will, as part of close-out tasks, perform the following:

- Certify that all punch list work has been satisfactorily completed
- Collect all specified guarantees and warranties
- Verify receipt of all required maintenance and operation manuals
- Review Contractor as-built record drawings

- Ascertain that the requirements of agencies having jurisdiction have been complied with in accordance with Contract Documents
- Assess and recommend allowable time extensions and liquidated damages, as applicable
- Review and recommend the processing of final payments and the release of retentions

ENGINEER will provide a summary of above as documentation of close-out.

Task 1.15 – Pre-Construction and Progress Meetings

ENGINEER will facilitate Project meetings as per the Contract Documents. Meetings to be held in accordance with the Contract Documents include:

- Pre-construction meeting
- Regular construction progress meetings
- Other status meetings as warranted over the duration of the Project

Meeting agendas and summaries will be provided by the ENGINEER as outlined in the Contract Documents.

Task 1.16 – Record Contract Drawings and Documents

At the completion of construction, ENGINEER will prepare reproducible Record Contract Drawings indicating those changes made during the construction process based on construction records provided by the Contractor. The construction records will indicate construction changes, site observations, drawings, and other data. ENGINEER will provide the OWNER with four half size sets of Record Contract Drawings, as well as an electronic set. ENGINEER will not be responsible for any errors in, or omissions in, the information provided by the Contractor that is incorporated into the Record Contract Documents or other record documents.

OWNER's Responsibilities

ENGINEER's responsibilities as outlined in General Services subtasks 1.1 through 1.16 above are subject to the following OWNER's responsibilities:

- Provide access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform services under this Agreement.
- Examine all alternate solutions, studies, reports, sketches, Drawings, Specifications, proposals and other documents presented by ENGINEER (including obtaining advice of an attorney, insurance counselor and other consultants as OWNER deems appropriate with respect to such examination) and render in writing decisions pertaining thereto.
- Provide approvals and permits from all governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER and such approvals and consents from others as may be necessary for completion of such portions of the Project.
- Provide, as may be required for the Project:

- Accounting, bond and financial advisory, independent cost estimating and insurance counseling services
- Such legal services as OWNER may require or ENGINEER may reasonably request with regard to legal issues pertaining to the Project, including any that may be raised by Contractor
- Such auditing services as OWNER may require to ascertain how or for what purpose Contractor has used the moneys paid on account of the Contract Price.

- Provide such inspection or monitoring services by an individual or entity other than ENGINEER as OWNER may desire to verify:
  - That Contractor is complying with any law, rule, regulation, ordinance, code or order applicable to Contractor's performing and furnishing the work, or
  - That Contractor is taking all necessary precautions for safety of persons or property and complying with any special provisions of the Contract Documents applicable to safety.

  ENGINEER does not undertake in this Agreement to perform the services referred to in the above. The identity of any individual or entity employed to perform such services and the scope of such services will be disclosed to ENGINEER.

- Advise ENGINEER of the identity and scope of services of any independent consultants employed by OWNER to perform or furnish services in regard to the Project, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review. If OWNER designates a person or entity other than, or in addition to, ENGINEER to represent OWNER at the site, OWNER will define and set forth in an exhibit that is to be mutually agreed upon and attached to and made a part of this Agreement before such services begin, the duties, responsibilities and limitations of authority of such other party and the relation thereof to the duties, responsibilities and authority of ENGINEER.

- Prior to the commencement of the Construction Phase, notify ENGINEER of any variations in the language of the Notice of Acceptability of Work, or of any notice or certification other than such Notice that ENGINEER will be requested to provide to OWNER or third parties in connection with the financing or completion of the Project. OWNER and ENGINEER will reach agreement on the terms of any such requested notice or certification and OWNER will authorize such Special Services as are necessary to enable ENGINEER to provide the notice or certification requested under this paragraph.

- If more than one prime contract is to be awarded for work designed or specified by ENGINEER, designate a person or entity to have authority and responsibility for coordinating the activities among the prime contractor, and define and set forth the duties, responsibilities and limitations of authority of such person or entity and the relation thereof to the duties, responsibilities and authority of ENGINEER in an exhibit that is to be mutually agreed upon and attached to and made a part of this Agreement before such services begin.

- Furnish to ENGINEER data or estimated figures as to OWNER's anticipated costs for services to be provided by others for OWNER (such as services pursuant to above paragraphs) and other costs so that ENGINEER may make the necessary calculations to develop and periodically adjust ENGINEER's opinion of Total Project Costs.

- Attend the pre-construction conferences, construction progress and other job-related meetings and Substantial Completion and final payment inspections.
- Provide labor and safety equipment to open and protect manholes and/or to operate valves and hydrants as required by the ENGINEER.
- Bear all costs incident to compliance with the requirements of the OWNER's Responsibilities.

Task 2 – Resident Project Representative Services

ENGINEER will furnish a full-time RPR, assistants and other field staff to assist ENGINEER in observing progress and quality of the work of Contractor. It is anticipated that the RPR will be on–site during critical portions of construction including inspection of equipment installation.

Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the RPR and assistants, ENGINEER will endeavor to provide further protection for OWNER against defects and deficiencies in the work of Contractor. However, ENGINEER will not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work nor will ENGINEER have authority over or responsibility for the means, methods, techniques, sequences or procedures selected by the Contractor, for safety precautions and programs incident to the work of the Contractor, for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to the Contractor's performing and furnishing the work, or responsibility of construction for the Contractor's failure to furnish and perform the work in accordance with the Contract Documents.

The RPR is ENGINEER's agent at the site, will act as directed by and under the supervision of the ENGINEER, and will confer with the ENGINEER regarding the RPR's actions. The RPR's dealings in matters pertaining to the on-site work will in general be with the ENGINEER and the Contractor, keeping the OWNER advised as necessary. The RPR's dealings with subcontractors will only be through or with the full knowledge and approval of the Contractor. The RPR will generally communicate with the OWNER with the knowledge of and under the direction of the ENGINEER.

Duration of RPR Services – RPR services are based on the following assumptions:

- Construction begins by June 1, 2022 and ends no later than April 21, 2024.
- A full time inspector will be provided for a total of eight (8) hours per day, Monday through Friday, excluding Federal holidays for 50 weeks during the construction period. This is a total of 2,000 hours.
- A full time inspector will be provided for 40 hours per week, for 50 weeks during the intake construction period. This cumulative number of inspection hours has been assumed in the budget, however the contractor may elect to work more hours per week for a reduced total duration. This is a total of 2,000 hours.
- A full time construction manager will be provided for 40 hours per week, for 100 weeks during the construction period. This is a total of 4,000 hours.

- Additional RPR services, beyond those described above, will be provided for an additional cost.
- Extension of construction time beyond 690 days would lead to an increase in RPR and other costs.

The duties and responsibilities of the RPR are limited to those of the ENGINEER in the ENGINEER's Agreement with the OWNER and in the construction Contract Documents, and are further described by the following subtasks:

- Task 2.1 – Schedules
- Task 2.2 – Conferences and Meetings
- Task 2.3 – Communications
- Task 2.4 – Shop Drawings and Samples
- Task 2.5 – Review of Work, Rejection of Defective Work, Inspections, and Tests
- Task 2.6 – Interpretation of Contract Documents
- Task 2.7 – Modifications
- Task 2.8 – Records
- Task 2.9 – Reports
- Task 2.10 – Payment Requests
- Task 2.11 – Certificates, Maintenance and Operation Manuals
- Task 2.12 – Completion

Task 2.1 – Schedules

Under this subtask, the RPR will review the progress schedule, schedule of Shop Drawing submittals, and schedule of values prepared by the Contractor and consult with ENGNEER concerning acceptability and conformance with the Contract Documents.

Task 2.2 – Conferences and Meetings

Under this subtask, the RPR will attend meetings, as appropriate, with the Contractor, such as preconstruction conferences, progress meetings, weekly or biweekly Contractor meetings, job conferences, and other Project-related meetings, and prepare and circulate meeting summaries, as applicable.

Task 2.3 – Communications

Under this subtask, the RPR will:

- Serve as ENGINEER’s liaison with the Contractor, working principally through the Contractor's superintendent and assist in understanding the intent of Contract Documents; and assist ENGINEER in serving as the OWNER’s liaison with the Contractor when the Contractor's operations affect the OWNER’s on-site operations.
- Assist in obtaining from the OWNER additional details or information, when required for proper execution of the work.

Task 2.4 – Shop Drawings and Samples

Under this subtask, the RPR will:

- Receive Samples which are furnished at the site by the Contractor, and notify the ENGINEER of availability of Samples for examination.

- Advise ENGINEER and the Contractor of the commencement of any work requiring a Shop Drawing or Sample if the submittal has not been approved by the ENGINEER.

Task 2.5 – Review of Work, Rejection of Defective Work, Inspections, and Tests

Under this subtask, the RPR will:

- Conduct on-site observations of the work in progress to assist the ENGINEER in determining if the work is in general proceeding in accordance with the Contract Documents.
- Report to ENGINEER whenever RPR believes that any work will not produce a completed Project that conforms generally to the Contract Documents or will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise ENGINEER of work that the RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection, or approval.
- Verify that tests, equipment and system start-ups and operating and maintenance training are conducted in the presence of appropriate personnel and that the Contractor maintains adequate records thereof; and observe, record and report to ENGINEER appropriate details relative to the test procedures and start-ups.
- Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections, and report to ENGINEER.

Task 2.6 – Interpretation of Contract Documents

Under this subtask, the RPR will report to the ENGINEER when clarifications and interpretations of the Contract Documents are needed and transmit to the Contractor clarifications and interpretations as issued by the ENGINEER.

Task 2.7 – Modifications

Under this subtask, the RPR will consider and evaluate the Contractor's suggestions for modifications in the Contract Documents and report with RPR's recommendations to the ENGINEER. RPR will transmit to the Contractor in writing decisions as issued by the ENGINEER.

Task 2.8 – Records

Under this subtask, the RPR will:

- Maintain orderly files for correspondence, reports of job conferences, Shop Drawings and Samples, reproductions of original Contract Documents including all Work Change Directives, Addenda, Change Orders, Field Orders, additional Drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, Shop Drawing submittals received from and delivered to the Contractor and other Project-related documents.
- Prepare a daily report and maintain a daily diary / log book (in as much as a part-time presence on the site will allow), recording the Contractor's hours and staffing on the job site, weather conditions, data relative to questions of Work Change Directives, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and

specific observations in more detail as in the case of observing test procedures; and send copies to the ENGINEER for inclusion in the Project's construction document control system.

- Record names, addresses and telephone numbers of the Contractor, subcontractors, and major suppliers of materials and equipment.

Task 2.9 – Reports

Under this subtask, the RPR will:

- Furnish monthly (or more frequent as warranted) reports as required of progress of the work and of the Contractor's compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.
- Consult with ENGINEER in advance of scheduled major tests, inspections or start of important phases of the work.
- Draft proposed Change Orders and Work Change Directives, obtaining backup material from the Contractor and recommend to the ENGINEER Change Orders, Work Change Directives, and Field Orders.
- Report immediately to the ENGINEER and the OWNER the occurrence of any accident.

Task 2.10 – Payment Requests

Under this subtask, the RPR will review applications for payment with the Contractor for compliance with the established procedure for submission and forward with recommendations to the ENGINEER, noting particularly the relationship of the payment requested to the schedule of values, construction schedule, work completed and materials and equipment delivered at the site but not incorporated in the work.

Task 2.11 - Certificates, Maintenance and Operations Manuals

Under this subtask, the RPR will verify that certificates, maintenance and operation manuals, and other data required to be assembled and furnished by the Contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to the ENGINEER for review and forwarding to the OWNER prior to final payment for the work.

Task 2.12 – Completion

Under this subtask, the RPR will:

- Before ENGINEER issues a Certificate of Substantial Completion, submit to the Contractor a list of observed items requiring completion or correction.
- Observe whether the Contractor has had performed inspections required by laws, rules, regulations, ordinances, codes, or orders applicable to the work, including but not limited to those to be performed by public agencies having jurisdiction over the work.
- Conduct a final inspection in the company of the ENGINEER, the OWNER, and the Contractor and prepare a final list of items to be completed or corrected.

- Observe whether all items on the final list have been completed or corrected and make recommendations to the ENGINEER concerning acceptance and issuance of the Notice of Acceptability of the Work.

Limitation of RPR Authority

The authority of the RPR is limited by the following:

- The RPR will not authorize any deviation from the Contract Documents or substitution of materials or equipment (including "or-equal" items), unless authorized by the ENGINEER.
- The RPR will not exceed limitations of the ENGINEER's authority as set forth in the Agreement or the Contract Documents.
- The RPR will not undertake any of the responsibilities of the Contractor, subcontractors, suppliers, or Contractor's superintendent.
- The RPR will not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences or procedures of construction unless such advice or directions are specifically required by the Contract Documents.
- The RPR will not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the work.
- The RPR will not accept Shop Drawing or Sample submittals from anyone other than the Contractor.
- The RPR will not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by the ENGINEER.

Task 3 – Project Controls

Task 3 consists of the following subtasks:

- Task 3.1 – Schedule Tracking
- Task 3.2 – Budget Tracking

Task 3.1 – Schedule Tracking

The Contractor will be responsible for creating and maintaining a CPM construction schedule, as specified in the Contract Documents. The CPM schedule will be developed by the Contractor within 30 days of receipt of the Notice-to-Proceed, and will include all tasks along with start and end dates and percentage complete. ENGINEER will use that schedule to track progress and to aid in reviewing payment applications, as well as to identify potential slippages in schedule and opportunities to minimize impact.

Task 3.2 – Budget Tracking

ENGINEER will maintain a budget tracking system for the ENGINEER's fee. The budget tracking system will be used to identify potential out of scope items, including change orders, and impacts to the overall budget.

Task 4 – Startup Assistance and Staff Training

Startup assistance will be provided for OWNER's staff during the startup of each major system. Per the Contract Documents, each manufacturer providing equipment to be installed will provide training for that piece of equipment. ENGINEER will coordinate that training with the OWNER and will attend the training to ascertain compliance with the Contract Documents.

Task 5 - State Revolving Fund Loan Administration

Under this task, ENGINEER will work with Bay-Lake Regional Planning Commission (retained by the OWNER for support with the SRF Loan Program) to assist in the administration of the SRF loan used to fund the Project. ENGINEER will work with Bay-Lake to complete the following tasks:

- Task 5.1 – Contractor Payroll Review and Certification
- Task 5.2 – Contractor Davis-Bacon Wage Compliance Verification
- Task 5.3 – Monthly Progress Reports/Invoicing

Task 5.1 – Contractor Payroll Review

Per requirements of the SRF loan, the Contractor will submit weekly, for each week in which any work is performed, a copy of all certified payrolls and signed statement of compliance. Such documentation will be available on request of WDNR or USEPA. ENGINEER will verify these payrolls and statements are submitted weekly and are generally in compliance with SRF requirements.

Task 5.2 – Contractor Davis-Bacon Wage Compliance Verification

ENGINEER, on behalf of the OWNER, will periodically interview a sufficient number of employees entitled to Davis-Bacon prevailing wages (covered employees) to verify that the Contractor and its subcontractors are paying the appropriate wage rates. As provided in 29 CFR 5.6(a)(6), all interviews must be conducted in confidence. ENGINEER will use Standard Form 1445 or equivalent documentation to memorialize the interviews. ENGINEER will make copies of the SF 1445 available to USEPA on request.

ENGINEER will conduct interviews with a representative group of covered employees within two weeks of each Contractor or subcontractor's submission of its initial weekly payroll data and two weeks prior to the estimated completion date for the contract or subcontract. ENGINEER will conduct more frequent interviews if the initial interviews or other information indicates that there is a risk that the Contractor or subcontractor is not complying with Davis-Bacon. ENGINEER will immediately conduct necessary interviews in response to an alleged violation of the prevailing wage requirements. All interviews will be conducted in confidence.

ENGINEER will periodically conduct spot checks of a representative sample of weekly payroll data to verify that the Contractor and its subcontractors are paying the appropriate wage rates. ENGINEER will establish and follow a spot check schedule based on its assessment of the risks of noncompliance with Davis-Bacon posed by the Contractor and its subcontractors and the duration of the contract or subcontract. At a minimum, ENGINEER will spot check payroll data within two weeks of each Contractor or subcontractor's submission of its initial payroll data and two weeks prior to the completion date for the contract or subcontract. ENGINEER will conduct more frequent spot checks if the initial spot check or other information indicates that there is a risk that the Contractor or subcontractor is not complying with Davis-Bacon. In addition, during the examinations, ENGINEER

will verify evidence of fringe benefit plans and payments thereunder by the Contractor and its subcontractors who claim credit for fringe benefit contributions.

ENGINEER will immediately report potential violations of the Davis-Bacon prevailing wage requirements to the OWNER, the appropriate U.S. EPA Davis-Bacon contact, and to the appropriate U.S. DOL Wage and Hour District Office listed at http://www.dol.gov/esa/contacts/whd/america2.htm.

Task 5.3 – Monthly Progress Reports/Invoicing

As part of this subtask, ENGINEER will provide monthly progress reports/invoices to the OWNER.

The monthly progress reports will include a breakdown of hours and cost spent for each task by person.

SCHEDULE / TIME OF PERFORMANCE

The construction contract allows 690 calendar days from the notice to proceed to final acceptance of the work by the OWNER. It is currently anticipated that construction would begin no later than by June 1, 2022 and end no later than April 21, 2024.

The Construction Services, described herein, will commence upon award of a construction contract by the OWNER for the Raw Water Improvements Project and will terminate upon completion of all tasks comprising the scope of services in this Agreement.

FEE / METHOD OF PAYMENT

Construction services provided under this Agreement shall be compensated on a time and materials basis in proportion to services completed for a not-to-exceed fee of $3,495,000 Please see below cost breakdown.

Firm	Hours	Dollars
CDM Smith Inc.	14,882	$2,774,575
Donohue & Associates Inc.	3,680	$642,875
Collins Engineers Inc.	100	$15,000
Corrosion Probe Inc.	40	$6,800
Miller Engineers and Scientists (Special Inspections as Required by City of Sheboygan's Adoption of the IBC)	528	$55,750

This fee is based on the above scope of work and associated assumptions. Payment for services performed will be made on a monthly basis.

Below is the Financing Timeline for the Sheboygan Water Utility's Safe Drinking Water Loan for the raw water improvement project. Please note the schedule includes Council action on various documents at the May 16th meeting. These documents would need to be sent to the City Clerk by April 27th. One of these documents will be a resolution calling the 2020 Water Revenue BANs on June 20, 2022. Attached hereto is a schedule showing the payoff amount due on June 20, 2022 as $3,105,274.31.

Financing Timeline

Municipality submits to DNR any remaining documentation by - March 7, 2022

FAA Drafted, DNR and DOA Reviews by - April 4, 2022

Bond Counsel Reviews by - April 15, 2022

Sheboygan reviews FAA and submits to DNR any additional disbursement request for payment on loan closing date by - April 22, 2022

Bond Resolution, FAA sent to City Clerk by - April 27, 2022
Resolution Calling 2020 Revenue BANs sent to City Clerk by - April 27, 2022

Bond Resolution, FAA introduced at Sheboygan Council Meeting - May 2, 2022
Resolution Calling 2020 Revenue BANs introduced at Sheboygan Council Meeting - May 2, 2022.

Bond Resolution, FAA referred to Finance Committee Meeting - May 9, 2022
Resolution Calling 2020 Revenue BANs referred to Finance Committee Meeting - May 9, 2022

Bond Resolution, FAA adopted at Sheboygan Council Meeting - May 16, 2022
Resolution Calling 2020 Revenue BANs adopted at Sheboygan Council Meeting - May 16, 2022

Closing - June 8, 2022

Revenue BANs paid off June 20, 2022

Please let me know if you have any questions or comments regarding this timeline.

Carol Ann Wirth
President

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