



# NOT FOR SIGNATURE

Strand Associates, Inc.®  
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Task Order No. 25-02  
City of Two Rivers, Wisconsin (OWNER)  
and Strand Associates, Inc.® (ENGINEER)  
Pursuant to Agreement for Technical Services dated \_\_\_\_\_, 20\_\_

## Project Information

Services Name: Prepare a Water Supply Service Area Plan (WSSAP)

## Scope of Services

ENGINEER will provide the following services to OWNER:

1. Review existing documentation provided by OWNER including the 2017 Water Treatment Plant Maintenance Plan and other planning-related documents. Request and gather OWNER's water system information from 2014 through 2024. Conduct a gap analysis to review the components to supplement the planning-related documents in accordance with the criteria of a Water Supply Service Area Plan in Wisconsin Administrative Code (WAC), Chapter NR 854.
2. Prepare a WSSAP document that incorporates available OWNER-provided data for this planning period in accordance with the criteria found in WAC, Chapter NR 854 including the following:
  - a. Delineate the water supply area for the area being served and the OWNER-provided projected growth area for the system.
  - b. Inventory the existing public water supply system, including OWNER-identified water sources and water quality deficiencies.
  - c. Summarize the existing water sources and withdrawals, including a water quality summary, over the most recent ten years. Incorporate additional water quality and withdrawal information from 2014 to 2024.
  - d. Summarize current water use including preparing a population density map of the existing service area and summarizing the number of retail customers (with a listing of the ten largest customers). Incorporate additional water use information from 2014 through 2024 related to consecutive systems and emergency water uses (e.g., interconnection to Manitowoc Public Utilities).
  - e. Prepare updated water use trends to generate updated water demands using population projections provided by OWNER.
  - f. Inventory and discuss the viability of the sources and quantities of water supplies in Manitowoc County.
  - g. Provide a description of up to three infrastructure alternatives and summarize potential environmental and economic analyses for each using publicly available information, including the development of a new source.
  - h. Review the consistency of the WSSAP with other planning-related documents including available water quality management plans, available land use agreements, and available wholesale or retail sales agreements.

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- i. Incorporate public participation documents provided by OWNER.
  - j. Incorporate documentation of local government plan submission.
  - k. Incorporate procedures used to update, finalize, and enforce the plan.
  - l. Document information not available during this planning period and document OWNER’s intent to obtain the required information.
3. Provide a draft report and submit to OWNER for review.
4. Participate in a virtual review meeting with the OWNER.
5. Incorporate OWNER comments, as appropriate, and finalize the report. Provide a portable document format file to OWNER.

**Compensation**

OWNER shall compensate ENGINEER for Services under this Task Order on a lump sum of \$30,000.

**Schedule**

Services will begin upon execution of this Task Order, which is anticipated the week of July 7, 2025. Services are scheduled for completion on December 31, 2025.

**OWNER’s Responsibilities**

1. Additional Information Following Gap Analysis–OWNER shall be responsible for providing additional information identified by the initial gap analysis to meet the WAC Chapter NR 854 requirements. Additional services to collect and evaluate additional information shall be provided as an amendment to this Task Order. OWNER shall remain responsible for providing additional information, or plans to collect additional timeframe within two months prior to regulatory deadline for this planning period.

**TASK ORDER AUTHORIZATION AND ACCEPTANCE:**

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF TWO RIVERS, WISCONSIN

\_\_\_\_\_  
Joseph M. Bunker  
Corporate Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Greg Buckley  
City Manager

\_\_\_\_\_  
Date