

Task Order No. 24-02
Racine Water Utility (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated December 4, 2019

Services Name: American Water Works Association (AWWA) Risk and Resiliency Regulation Compliance

Services Description: Update OWNER's risk and resiliency assessment (RRA), cybersecurity assessment, and emergency response plan (ERP).

Scope of Services

ENGINEER will provide the following services to OWNER.

RRA

1. Review existing reports and information provided by OWNER, including the following:
 - a. OWNER's 2003 Vulnerability Assessment and related updates
 - b. RRA and related updates
 - c. Capital Improvements Plans
 - d. ERP
 - e. Crisis Communications Plan
 - f. Hazard-specific plans
 - g. Business Continuity Plan or Continuity of Operations Plan
 - h. Information Technology (IT) Disaster Recovery Plan
 - i. Local Hazard Mitigation Plan
 - j. Source Water Protection Plan
 - k. Facility-specific plans
 - l. Contact information
 - m. Plans to address critical customers
 - n. Current utility system information
 - o. Provisions for training and exercises
2. Conduct one one-day site visit for a basic visual conditions assessment of OWNER's water supply, treatment, storage, and pumping facilities. Up to 11 facilities will be reviewed with OWNER.
3. Conduct up to three workshops with OWNER to discuss the risk and resiliency effort and gather information about procedures and functions throughout OWNER's water system.

4. Update OWNER's RRA in accordance with America's Water Infrastructure Act of 2018 using AWWA and United States Environmental Protection Agency (USEPA) SAFETY Act designated methods including AWWA Standards J100, G430, and G440. The assessment will be based on six major facility types (water supply, water treatment, reservoirs and pump stations, elevated tanks, reservoirs, and distribution system) and up to ten reasonable threats included in the J100 standard.
5. Update the report that summarizes the assessment, including potential modifications related to risk and resiliency with opinions of probable costs, for review with OWNER. Incorporate comments, as appropriate.
6. Prepare up to three final hard copies and an electronic file of the updated report for OWNER and a letter certifying the preparation of the criteria associated with America's Water Infrastructure Act of 2018.

Cybersecurity Assessment

1. Review existing water system IT system infrastructure and collect OWNER-supplied data to update the AWWA Cybersecurity Tool Assessment.
2. Review and update the network diagram of OWNER's water system IT system infrastructure and review with OWNER during one of the workshops in RRA Item No. 3.
3. Generate an updated report from the AWWA Cybersecurity Tool and review with OWNER.
4. Review systems currently in use by OWNER and review alternatives for additional modifications to OWNER's IT infrastructure.
5. Prioritize potential systems based on the AWWA Cybersecurity Tool.
6. Update the draft Cybersecurity Plan including a prioritized list of potential alternatives, opinions of probable cost, and potential implementation schedule. Review with OWNER and incorporate comments as appropriate.

ERP

1. Review ERP contents that are to be added or updated in accordance with the criteria associated with America's Water Infrastructure Act of 2018 based on AWWA Standards G430, G440, M19, and J100; and all-hazards perspective.
2. Conduct a Gap Analysis to review plans and procedures to be included with OWNER's ERP based on the available standards of practice specified by AWWA and USEPA, and the results of the RRA.
3. Incorporate OWNER's information into the ERP.
4. Prepare a letter certifying the preparation of the criteria associated with America's Water Infrastructure Act.

OWNER REVIEW

Strand Associates, Inc.®

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Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$63,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of September 23, 2024. Services are scheduled for completion on September 30, 2025.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

RACINE WATER UTILITY

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DRAFT

Joseph M. Bunker
Corporate Secretary

Date

Anjuman Islam
Water Utility Director

Date