

Exhibit A – Scope of Services

CONTRACTUAL SERVICES TO BE PERFORMED BY MPU

Following is a list of contractual services (the “Services”) to be performed by MPU under this Agreement:

1. Provide overall management and supervision to conduct the operations and maintenance of the Manitowoc’s wastewater treatment facility (the “WWTF”).
2. Prepare necessary management reports of all WWTF operations, and any and all necessary written and oral explanation thereof.
3. Prepare necessary budgets and forecast for the WWTF as follows:
 - ▶ Prepare and submit annual operation and maintenance budgets to City Finance Director as approved by MPU Commission.
 - ▶ Prepare and submit annual capital improvement and equipment budgets to City Finance Director as approved by MPU Commission.
4. Ensure all routine and periodic reports, which may be required from time to time by the DNR and EPA are submitted on a timely basis for compliance.
5. Development of tests or operation procedures as required by present and/or future DNR and EPA rules and regulations or any permits, administration orders of the like which might be issued by the DNR or EPA or as may be ordered by any court having jurisdiction over Manitowoc WWTF.
6. Set wastewater rates to ensure financial sustainability.
7. Formulate, implement, manage and supervise all necessary facilities to improve efficiencies and create synergies between the WWTF and MPU.
8. Scheduling and direction of WWTF employees including contracted outside services.

Exhibit B – Billing Rates

**MANITOWOC PUBLIC UTILITIES
WASTE WATER TREATMENT FACILITY CONTRACT
BILLING RATES
EFFECTIVE JANUARY 1, 2019**

<u>POSITION</u>	<u>TOTAL HOURLY RATE</u>
CEO & GENERAL MANAGER	\$286
CONTRACT OPERATIONS FOREMAN	\$57
WATER / WASTEWATER OPERATORS / TECHNICIANS	\$36-\$53
SECRETARIAL	\$23-\$42
ADMINISTRATIVE MANAGEMENT & ACCOUNTING	\$47-\$103
ENGINEERING	\$48-\$89
ENGINEERING TECHNICIAN	\$57
ELECTRICIAN	\$62-\$65
MECHANIC	\$47-\$60