



DEPARTMENT OF  
**UTILITIES**

**Department of Utilities**  
Water Treatment Facility  
2281 Manitowoc Rd.  
Menasha, WI 54952  
p: 920-997-4200  
f: 920-997-3240

[www.appleton.org/government/utilities](http://www.appleton.org/government/utilities)

## **MEMORANDUM**

**Date:** March 5, 2026  
**To:** Chairperson Brad Firkus and Members of the Finance Committee  
**CC:** Chris Stempa, Director of Utilities  
Jeri Ohman, Finance Director / Enterprise Accounting Fund Manager  
**From:** Ryan Rice, Deputy Director of Utilities  
**Subject:** **Action: Award sole source purchase of Allen Bradley PLC Equipment to Werner Electric in the amount of \$25,678.40**

---

### **BACKGROUND:**

The Appleton Water Treatment Facility (AWTF) operates critical treatment and distribution infrastructure that relies on Programmable Logic Controller (PLC) equipment to automate and monitor plant processes. PLC equipment controls a wide range of automated processes, including chemical feed systems, pump controls, and process monitoring. The current PLCs have reached the capacity for expansion and replacement is needed to integrate new equipment that often has additional operational features. Failure or incompatibility of these components could compromise treatment processes and the City's ability to deliver safe, treated water to residents, businesses, and wholesale customers.

### **QUOTATION**

Werner Electric was asked to provide a quotation for replacement Allen Bradley PLC equipment compatible with the existing control systems at the Water Plant. The total cost of the Allen Bradley PLC equipment is \$25,678.40.

### **JUSTIFICATION**

This purchase is requested as a sole source procurement under the Continuity of Design justification. The Water Plant's control systems are built entirely on the Allen Bradley PLC platform. Purchasing compatible replacement equipment from the authorized regional distributor ensures:

- Compatibility with existing hardware, software, and programming;
- Consistency with the facility's established control system architecture;
- Reduced risk of integration issues or system downtime;
- Continuity of vendor support, parts availability, and technical expertise.

Werner Electric is the authorized regional distributor of Allen Bradley electrical and control equipment, making them the appropriate sole source vendor for this purchase.

### **FUNDING SOURCE**

This purchase will be funded through the 2025 Utility Department Computer Network Infrastructure project.

### **RECOMMENDATION:**

I am recommending the approval of a sole source purchase of Allen Bradley PLC equipment from Werner Electric in the amount of \$25,678.40.

If you have any questions regarding this request, please contact Ryan Rice at 920-832-5945.

**Encl:** Finance Department Sole Source Request Form