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DEPARTMENT OF
UTILITIES

MEMORANDUM

Date: March 19, 2026

To: Chairperson Brad Firkus and Members of the Finance Committee

CC: Ryan Rice, Deputy Director of Utilities
John Pogrant, Water Operations Supervisor
Jeri Ohman, Finance Director / Enterprise Accounting Fund Manager

From: Chris Stempa, Director of Utilities

Subject: **Approve purchase of Klir Compliance Management Software through CDW-Government in the amount of $44,250**

BACKGROUND:

For the past 20 years, Utilities Department process and regulatory compliance data has been managed by a combination of Hach WIMS, SCADA/historian, Excel spreadsheets, shared drives/SharePoint, and various manual processes. While this system of management works, it is fragile and fragmented. It is reliant on manual transcription, disconnected workflows, and limited real-time visibility into compliance status and reporting readiness. Managing a complex and ever-expanding compliance environment across the Appleton Water Treatment Facility (AWTF) and Appleton Wastewater Treatment Plant (AWWTP) has highlighted a need to seek solutions while enhancing resiliency.

JUSTIFICATION

Staff sought to identify vendors that could provide solutions within a single platform that possessed an equivalent combination of the following:

- Supports compliance monitoring, workflow tracking, dashboards, and reporting in a unified platform
- Reduces manual entry and strengthens audit readiness through traceable workflows and approvals
- Provides centralized monitoring plans and an integrated scheduler to proactively track sampling events, associated analyses, and reporting obligations.
- Can be implemented in a measured, phased approach.
- Supports Appleton's network security requirements without compromising internal SCADA air-gapped connectivity or exposing plant networks to the internet.

The compliance management platform developed by Klir was the only software provider that effectively addressed the needs identified by Utilities Department staff. The centralized platform was designed to reduce regulatory risk, improve reporting reliability, reduce the staff burden of data wrangling, and provide leadership with clear, real-time visibility. Furthermore, it is capable of accomplishing this while preserving the Utilities Department network security and air-gapped environment through practical, secure data transfer options. The Klir platform solution is not a "rip and replace" decision which is less invasive and costly than other options. Another upside is that we can adopt Klir in a measured, low-risk way (including a pilot/off-ramp option and Year 1) to ensure value is proven and implementation risk is controlled.

Other products were explored but none offered the tools and versability that Klir. As part of due diligence, staff also contacted multiple drinking water and wastewater treatment plants across the county that were listed as references. All came back with positive feedback.

CDW-Government is the authorized technology vendor for federal, state, and local governments with a state specific contract. As such, sole source authorization was not required.

QUOTATION

Note that the costs outlined below represent use of the Klir software package for a 12-month period. Like most software licensing agreements, there would be an ongoing annual renewal cost comparable to that listed in the table (less implementation services).

Table 1: Klir Quote Summary

Division	Quote
Water Treatment Facility	$14,300
Wastewater Treatment Plant	$25,450
Implementation Services	$4,500
TOTAL =	**$44,250.00**

FUNDING SOURCE

The purchase of Klir software will be funded in whole by the 2026 O&M budget expenditure "Regulatory Compliance Software" for both the AWTF and AWWTP.

RECOMMENDATION:

I am recommending the approval of purchase of the Klir Compliance Management Software through CDW-Government in the amount of $44,250.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-2353.