

**MEMORANDUM**

**To:** Mayor and City Council Members  
Steve Parker, City Manager

**From:** Clarence Smith, Director of Electric Utilities

**Through:** Rick Cortes, Deputy City Manager

**Subject:** **Upgrading Relays and one-line diagrams at all Substations**

**Date:** July 7, 2022

At the request of the City of Seguin, M&S Engineering, prepared a professional engineering service proposal for preliminary engineering for updating relays and one-line diagrams in all Substations. The city has 4 Substations in different areas and have not replaced relays in over 12 years on some of our circuits. Since the City has added equipment and fiber to all the circuits, there is a need to have updated one-line diagrams. The city is also working with LCRA on a pilot program for them to operate our breakers in case of any major outages. Allowing LCRA to operate the breakers is significant, since instead of having the whole substation out of service, LCRA can target a specific circuit, allowing the other circuits within the impacted substation to remain online.

Funding for this project is from savings realized from a completed project. Staff recommends acceptance of this engineering proposal in the amount of \$68,200.00 and will be available to answer any questions.