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MEMORANDUM

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

From: Clarence Smith, Director – Electric Utilities

Through: Rick Cortes, Deputy City Manager

Subject: Resolution authorizing the City Manager to enter into a Master Services Agreement between the City of Seguin and Schneider Engineering LLC d/b/a SEnergy for as-needed electrical support.

Date: November 5, 2024

Historical Background

The City of Seguin has utilized SEnergy Engineering for the past ten years for Electrical support, including but not limited to financial services, costs of service studies, rate recommendations, power supply planning, regulatory services and compliance, and electric distribution system planning. This year, the City of Seguin requested a proposal for a system fusing study. A system-fusing study will provide necessary information facilitated by the exponential growth throughout the city. The study will also assist in keeping the system updated and help keep our employees safe while working on the high-voltage lines. Be advised that throughout our tenure with SEnergy Engineering, they have provided the City of Seguin with exceptional services.

The Purchasing Department and Legal Counsel have advised that Schneider Engineering should be placed under a Master Services Agreement, supported by a resolution finding Schneider to be an appropriate professional service provider for utilities-related projects based on its demonstrated competence and qualifications. That is the basis for the Master Services Agreement.

Action Requested

Execution of the Master Services Agreement will support the following known projects, as well as additional as-needed projects:

Regulatory Services/ Agency Tracking and Compliance Support -\$18,000
General Energy Services Support- \$10,000
Financial Services - \$35,000
Electric System planning - \$14,000
Power Planning Support - \$35,000
System Fusing Study – \$36,000

Procurement Methodology and Funding Source

The funding source for Electrical distribution FY 2024-25 operating budget



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Staff Recommendation

Staff recommends the agreement be executed with Schneider Engineering LLC d/b/a SEnergy.