

MEMORANDUM

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

From: Timothy J. Howe, Director – Water / Wastewater Utilities

Through: Rick Cortes, Deputy City Manager

Subject: Seguin Utilities On-Call Modeling Support Services

Date: November 19, 2024

Historical Background

Historically, at the beginning of each fiscal year, the City has contracted with Freese and Nichols, Inc. (FNI) for professional services related to on-call modeling of the water and wastewater utility to evaluate new developments and the timing and sizing of infrastructure. Resolution 2022R-155 authorized the City Manager to execute this agreement and was approved at the October 3, 2022, Council Meeting. For FY25, FNI provided an updated professional services proposal to provide water and wastewater modeling services for:

1. Review of capital project timing and sizing.
2. Updating hydraulic models to include recently constructed projects.
3. Analyze proposed developments on existing infrastructure.
4. Project analysis and coordination with City staff and developers.
5. Perform various tasks related to the water and wastewater master plans.

Action Requested

Through this agreement, FNI may provide those services listed above in addition to any additional engineering services requested on an hourly billing rate basis.

Procurement Methodology and Funding Source

At the request of the City, FNI provided this professional services proposal. Funds are provided for these professional services through fees collected for water and wastewater modeling services.

Staff Recommendation

Staff requests approval for professional services under this agreement for fiscal year 2025 in an amount not to exceed \$100,000.00 and will be available to answer any questions at the Tuesday, November 19, 2024, City Council Meeting.

Attachments

- FNI professional service proposal
- Resolution