

MEMORANDUM

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

From: Timothy Howe, Director of 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: October 21, 2025

Historical Background

The City of Seguin has utilized SEnergy Engineering for the past eleven 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. The City was unable to complete the fusing study approved last year, consequently, staff requested a proposal for the same this year. 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. SEnergy Engineering has consistently provided the City of Seguin with exceptional services.

On November 5, 2024, Council approved the initial Master Services Agreement (MSA) with SEnergy. The attached MSA is a renewal of that agreement. SEnergy continues to be an appropriate professional service provider for utility-related projects based on their demonstrated competence and qualifications. This continues to be the basis for the Master Services Agreement.

Action Requested

Renewal of the Master Services Agreement to 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 - \$38,000

Electric System planning - \$14,000

Power Planning Support - \$38,000

System Fusing Study – \$36,000

Procurement Methodology and Funding Source

The funding source for Electrical distribution FY 2025-26 operating budget.

Staff Recommendation

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