



Agenda Item: 9.C
Date of Meeting: February 23, 2026
Department: Finance

STAFF REPORT

To: City Council
From: Ethan Aukee
Subject: **Approval of Amendment No. 1 to Contract No. 25-PW-01 with Lechowicz & Tseng Municipal Consultants for the 2025 Water and Sewer Rate Study, Increasing the Not-to-Exceed Amount**
Prepared On: February 5, 2026
Attachments: 25-PW-01 L&T Municipal Consultants Agreement
25-PW-01 L&T Municipal Consultants Amendment No. 1

Background/History:

The City is a party to a current agreement with Lechowicz & Tseng Municipal Consultants for the professional service of conducting a rate study for the City's water and sewer utilities. A budget adjustment is needed due to additional in-person meetings being required throughout the rate study process.

Analysis/Discussion:

The original not-to-exceed amount totaled \$58,600.00. The proposed budget increase totals \$4,296.00, and if approved, would result in an updated not-to-exceed amount of \$62,896.00.

Impacts to Council Goals and Strategic Planning Priorities:

Not applicable.

Budget Impacts:

The total increased spending of \$4,296.00 would be split evenly between the sewer and water funds. The budget adjustment to increase spending authority is as follows:

002-051-52015 \$2,148.00

004-050-52015 \$2,148.00

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Approve Amendment No. 1 to Contract No. 25-PW-01 with Lechowicz & Tseng Municipal Consultants, increasing the City budget and not-to-exceed contract amount by \$4,296.00, for a revised total not-to-exceed amount of \$62,896.00, and authorize the Purchasing Agent to execute the amendment.

Approved By: Ethan Aukee 2/10/2026

Approved By: Robin Picken 2/10/2026

Approved By: Pam Foster 2/18/2026

Approved By: