

# Memorandum

**REPORT TO:** City Commission

**FROM:** Karl Johnson, Water Resources Engineer  
Shawn Kohtz, Director of Utilities

**SUBJECT:** Authorize the City Manager to Sign an Amendment 1 to the Professional Services Agreement with HDR Engineering, Inc, for the Lyman Transmission Main Condition Assessment Predesign Project

**MEETING DATE:** February 10, 2026

**AGENDA ITEM TYPE:** Agreement - Vendor/Contract

**RECOMMENDATION:** Authorize the City Manager to Sign Amendment 1 to the Professional Services Agreement with HDR Engineering, Inc, for the Lyman Transmission Main Condition Assessment Predesign Project.

**STRATEGIC PLAN:** 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

**BACKGROUND:** On October 21st, 2025, the City Commission authorized the original professional services agreement (PSA) with HDR Engineering for the Lyman Transmission Main Condition Assessment Predesign Project.

Amendment 1 to the original PSA is provided as an attachment to this memorandum. The amendment provides for locating of the existing water main consisting of Asbestos Cement Pipe that cannot be located by traditional buried pipeline locating techniques. Locating the pipeline is a crucial step in excavating the utility. Knowing the location of the utility prior to digging reduces the risk of damaging the utility during excavation. It also minimizes disruption of the existing surface conditions above and near the utility as well as reduces the amount of time and resources spent excavating the utility.

The amendment also provides for survey of the existing easement associated with the water main. The water main is partially located on private property within an easement held by the City. The existing easement has no markings on the ground surface; therefore, it is necessary to survey and flag its boundaries to ensure the work takes place within these boundaries.

The location of the water main and the easement associated with it has been provided to our GIS Department and is stored within our online data base so this effort will not have to be repeated in the future.

**UNRESOLVED ISSUES:** None

**ALTERNATIVES:** As suggested by the Commission

**FISCAL EFFECTS:** The negotiated costs for Amendment 1 total is \$11,632. This is an increase to the original PSA from \$448,905 to \$460,537. These costs are funded by Commission approved budget appropriations for capital improvement project W87. CIP Project W87 has a total available budget of \$1,110,000. Adequate funding exists to cover negotiated costs for Amendment 1.

Attachments:

[Amendment 1 with HDR for Lyman Transmission Condition Assessment.doc](#)

[Attachment 1 - Exhibit A.pdf](#)

Report compiled on: January 23, 2026