

# Memorandum

**REPORT TO:** City Commission

**FROM:** Jessica Ahlstrom, Water Conservation Program Manager  
Shawn Kohtz, Director of Utilities

**SUBJECT:** Authorize the City Manager to Sign a Professional Services Agreement with Mimir Water LLC. for Commercial, Institutional and Industrial (CII) Water Use Assessment Program Services

**MEETING DATE:** August 5, 2025

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

**RECOMMENDATION:** Authorize the City Manager to Sign a Professional Services Agreement with Mimir Water LLC. for Commercial, Institutional, Industrial (CII) Water Use Assessment Program Services.

**STRATEGIC PLAN:** 6.1 Clean Water Supplies: Ensure adequate supplies of clean water for today and tomorrow.

**BACKGROUND:** Commercial, institutional, and industrial (CII) properties account for roughly 33% of total annual water use in the City of Bozeman, providing an opportunity to yield significant water savings when water efficiency measures are implemented in these facilities. The City offers several free products and services to water customers to help them save water, including free water use assessments for CII facilities. Assessing water use in CII facilities is complex and challenging.

- Many CII properties share a water meter with other properties, making it challenging to identify water uses attributed to each property and end use connected to that meter.
- Numerous fixtures, cooling, and building systems are in place at CII facilities. These systems differ from site to site and are complex.
- Identifying opportunities to increase efficiency extends beyond upgrading equipment and identifying & fixing leaks. To realize meaningful water savings, it is important to understand complex systems and work with the property owner or manager to integrate water management into existing routines and assist with the development of standard operating procedures that include water efficiency.

On June 11, 2024, the City entered into an agreement with Mimir Water LLC. to support the development of a robust CII water use assessment program.

This included providing on-site assessments to identify potential water efficiency projects, correct mechanical failures, make operational improvements, apply advanced submetering measurement technologies, evaluate high-resolution water signatures, work with property owners/managers to integrate water efficiency into existing management routines, and/or identify effective equipment upgrade options. All site visits with Mimir Water LLC. double as training opportunities to build internal capacity and knowledge. This includes equipment and process training prior to site assessments, on-site training, hands-on training with submeter installation and water pattern analysis, and all other CII customer support actions.

Over the last year, the City has saved an estimated 10.6 million gallons of water through its CII water use assessment program, which is equivalent to the water needed to serve 130 single households or 260 multi-household units.

The attached professional services agreement outlines professional services provided by Mimir Water LLC. to continue and build upon this work, reaching more CII customers to achieve water conservation goals outlined in the 2013 Integrated Water Resources Plan and 2023 Water Conservation and Efficiency Plan.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the City Commission.

**FISCAL EFFECTS:** Total project costs are not to exceed \$20,000.00 and will be paid for from the approved Water Conservation Division professional services fund.

Attachments:

[PSA\\_CII Water Use Assessment Program\\_Mimir Water\\_FY2026.pdf](#)

[Exhibit A\\_CII Water Use Assessment Program\\_Scope of Services\\_FY2026.pdf](#)

Report compiled on: July 24, 2025