

Memorandum

REPORT TO: City Commission

FROM: Jon Henderson - Assistant City Manager
David Arnado - Facilities Superintendent
Max Ziegler - Facilities Assistant Superintendent

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement With Potts Drilling Inc. for Bozeman Public Library Irrigation Wells Pump Replacements and Variable Frequency Drive (VFD) Upgrades

MEETING DATE: June 9, 2026

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to Sign a Professional Services Agreement With Potts Drilling Inc. for Bozeman Public Library Irrigation Wells Pump Replacements and Variable Frequency Drive (VFD) Upgrades

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

BACKGROUND: The City of Bozeman Facilities Department is currently in the process of executing Capital Improvements Project LIB33, Bozeman Public Library Irrigation Replacement. This project includes replacing and modernizing all parts of the irrigation system at the Library, including full replacement of piping and irrigation heads, as well as making improvements to the two irrigation wells at the Library. The wells were installed during construction of the Library, and the well pumps are reaching the end of their expected lifespan. To improve energy efficiency and system performance, this contract is to replace the existing pumps and installing Variable Frequency Drive controllers to manage the well pumps. The VFDs will allow the pumps to change their rate of flow, ensuring proper water pressure for the irrigation system while also reducing energy consumption by 30% - 50%. The Facilities Department requested proposals from several local well drilling companies, including Potts Drilling which originally installed the Library wells. Potts Drilling was the only firm capable of installing the pumps and VFDs within the project timeline. The other firms declined to take on the project and were deemed non-responsive. Based on the large number of projects performed by Potts Drilling for the City of Bozeman, the Facilities Department determined Potts Drilling had the experience and qualifications to execute this project, and was selected for award.

UNRESOLVED ISSUES: None at this time.

ALTERNATIVES: As suggested by City Commission.

FISCAL EFFECTS: This contract will incur a cost not to exceed \$29,659.00, to be paid from the LIB33 capital project budget.

Attachments:

[PSA - Potts Drilling Inc. - Library Irrigation Wells VFD Upgrades.pdf](#)

Report compiled on: May 22, 2026