

# Memorandum

**REPORT TO:** City Commission

**FROM:** Brian Heaston, Engineer III  
Shawn Kohtz, Director of Utilities

**SUBJECT:** Authorize the City Manager to sign Task Order No. 5 of the Professional Services Master Task Order Agreement with HDR Engineering Inc. Providing Technical Assistance for the Renewal of the MPDES Discharge Permit for the Water Reclamation Facility.

**MEETING DATE:** January 6, 2026

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

**RECOMMENDATION:** Authorize the City Manager to sign Task Order No. 5 of the Professional Services Master Task Order Agreement with HDR Engineering Inc. Providing Technical Assistance for the Renewal of the MPDES Discharge Permit for the Water Reclamation Facility.

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

**BACKGROUND:** HDR Engineering provides professional engineering services on an on-call basis for the Bozeman Water Reclamation Facility (WRF) under a [master task order professional services agreement](#). Task Order 5, attached, provides for technical assistance related to the renewal of the Montana Pollutant Discharge Elimination System (MPDES) discharge permit for the Water Reclamation Facility (WRF). The City requires technical assistance from HDR to help navigate the challenging MPDES discharge permit renewal process, which is administered by MT DEQ, particularly as related to nutrient water quality standards compliance.

**UNRESOLVED ISSUES:** None.

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

**FISCAL EFFECTS:** Task Order No. 5 is funded by wastewater enterprise fund within the FY26 operating budget of the WRF. A consultant services line item specific to permit renewal assistance is contained in the WRF operating budget at the amount of \$100k. The not to exceed fee for Task Order No. 5 is \$20,000 payable on a time and materials basis. Sufficient budget is available.

Attachments:

[2025\\_WRF\\_OnCall\\_Task Order No.5.pdf](#)

Report compiled on: December 17, 2025