

Memorandum

REPORT TO: City Commission

FROM: Shawn Kohtz, Utilities Director

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with Advanced Engineering and Environmental Services, LLC (AE2S) for Integrated Water Resource Plan Phase 1 Services

MEETING DATE: January 28, 2025

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to sign the attached Professional Services Agreement with Advanced Engineering and Environmental Services, LLC (AE2S) for Integrated Water Resource Plan Phase 1 Services.

STRATEGIC PLAN: 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

BACKGROUND: In 2013, Bozeman City Commission adopted the Integrated Water Resources Plan (IWRP), which identifies water supply and use policies and practices for future consideration. Since then, City departments have been working towards implementing many of the plan's recommendations, all while Bozeman has grown and changed. It is important to continue to have an accurate and clear plan for future City water supply; community growth and change, progress implementing supply alternatives in the 2013 IWRP, and demand reduction achieved through effective water conservation programming have resulted in a need to update the IWRP.

Bozeman continues to be a popular destination with a high demand for housing, and as the City builds housing and develops, one of the common things staff has heard is the desire to ensure there is enough water for everyone. Water remains a priority for many residents, and many are aware that we have a high-quality but limited supply available in the Gallatin Valley. As we engage the community and talk about the plan moving forward, careful communication is needed to avoid any misunderstandings, educate on where we are at, and talk openly about growth, our water supply, and the pros and cons of longer-term strategies. The City has already hired Raftelis, a communications consultant with extensive experience communicating water supply concepts, to develop and implement communications regarding the IWRP.

This consultant contract with AE2S reflects work to hire a technical

consultant with extensive experience planning and designing water supply infrastructure to support technical analyses necessary to the IWRP community outreach process led by Raftelis.

The Phase 1 technical services under this contract are specific to supporting community outreach work. Phase 2 technical services work, not included with this initial scope and fee, will be prepared upon completion of the Phase 1 work and brought to City Commission for subsequent approval upon completion of outreach work. Phase 2 work will take the input received from outreach to further develop technical analyses for concept alternatives, prepare life cycle cost analyses and projects ranking analyses, and prepare an updated IWRP for review and adoption.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the City Commission.

FISCAL EFFECTS: The anticipated fiscal effect to the City for Phase 1 services is \$98,743 from the Water Fund.

Attachments:

[2501163 IWRP PSA-clean.docx](#)

[Exhibit A and B _ P05097-2024-004](#)

Report compiled on: January 15, 2025