

Memorandum

REPORT TO: City Commission

FROM: Griffin Nielsen, Water Resource Engineer
Shawn Kohtz, Director of Utilities

SUBJECT: Authorize the City Manager to sign Task Order 1 of the Professional Services Master Task Order Agreement with Advanced Engineering and Environmental Services, LLC, for the Water Treatment Plant Tank Influent Level Control Project

MEETING DATE: September 1, 2026

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to sign Task Order 1 of the Professional Services Master Task Order Agreement with Advanced Engineering and Environmental Services, LLC, for the Water Treatment Plant Tank Influent Level Control Project.

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

BACKGROUND: The Water Treatment Plant (WTP) tank is a partially buried 5.2-million-gallon concrete water storage tank located adjacent to the City's Sourdough WTP. The tank provides finished water storage and operational flexibility for the City's Water Utility. There is a hydraulic constriction that limits storage depth in the tank. This project will remove this operational constraint by installing a standpipe on the tank's influent line, allowing for full operational flexibility and increased system reliability.

Advanced Engineering and Environmental Services, LLC (AE2S) provides professional engineering services on an on-call basis for Bozeman's Water Treatment Division under a [Master Task Order Professional Services Agreement](#), authorized by the City Commission on April 15th, 2025. AE2S completed the evaluation of the operational constraint and identified the project as part of the ongoing Sourdough Water Treatment Facility Plan. Attached is Task Order 1, which provides design and bidding support services for the WTP Tank Influent Level Control Project.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the Commission

FISCAL EFFECTS:

Task Order 1 has a total cost of \$58,400. Funding will be provided from the CIP No. W171 project budget, set at \$300,000 in FY27; as such, adequate funding exists.

Attachments:

[WTP Oncall PSA_Task Order 1_AE2S_WTP Level Control.pdf](#)

Report compiled on: August 3, 2026