

Memorandum

REPORT TO: City Commission

FROM: Adam Oliver, Stormwater Program Manager
Shawn Kohtz, Utilities Director

SUBJECT: Authorize the City Manager to Sign a Professional Services Agreement with Montana State University for Open Channel Mapping

MEETING DATE: April 1, 2025

AGENDA ITEM TYPE: Agreement - Agency/Non-profit

RECOMMENDATION: Consent

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

BACKGROUND: The Municipal Separate Storm Sewer System (MS4) Permit requires Bozeman to create and update a of map stormwater system components and conveyances. In many areas, the geospatial data is out of date or rather coarse compared to modern standards. Modernizing this data set is valuable for stormwater modeling, development review, maintenance, and can inform a variety of other projects such as tree planting or transportation planning.

City staff complete portions of this work in-house; however, there has been limited available staff time to work on this project recently.

This Professional Services Agreement utilizes MSU staff and students who are already set up to work on this specific task and have the expertise and equipment to complete project deliverables this fiscal year.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the Commission.

FISCAL EFFECTS: The Commission approved the 2025 Biennium Budget, which included Stormwater operating budget for contracted services. The City's procurement policy allows us to directly negotiate with other local governments and entities, such as MSU, to procure services more efficiently than would otherwise be possible. Staff have reviewed the PSA and Scope of Work and found the costs and services to be in accord with the budget and purpose. Project budget will not exceed \$22,000.

Attachments:

[PSA with MSU for Open Channel Mapping.pdf](#)

[Scope_OpenChannelMapping.pdf](#)

Report compiled on: March 18, 2025