

# Memorandum

**REPORT TO:** City Commission

**FROM:** Nick Pericich - Water and Sewer Operations Superintendent  
Shawn Kohtz - Utility Director

**SUBJECT:** Authorize City Manager to Sign First Amendment to Professional Services Agreement with Summit Utilities LLC for Underground Utility Locating Services

**MEETING DATE:** March 24, 2026

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

**RECOMMENDATION:** Authorize the City Manager to sign the agreement

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

**BACKGROUND:** The City of Bozeman has an agreement with Summit Utilities LLC to locate underground utilities for water, sanitary sewer, storm sewer, street lighting, signal lighting and well power lines. Locating underground utilities is a necessity as it is required under state law and it helps to protect valuable infrastructure. This amendment would extend the agreement for another year with a price increase of six percent. The current agreement has held the same prices for utility locates for the past three years.

**UNRESOLVED ISSUES:** None

**ALTERNATIVES:**

- Do this work with City staff which would require additional staff
- Solicit a new contractor through the RFP process

**FISCAL EFFECTS:** This will amount to an approximate increase of \$25,000 between all of the utilities based on current utility locate request trends.

Attachments:

[26 - Amendment 1 - PSA Summit Utility - Underground Utility Locating Services.docx](#)

Report compiled on: March 6, 2026