

# City of Buchanan

## Professional Services Proposals November 25, 2024

### 1. Municipal Financial Services Proposal – Bendzinski & Co. (Andy Campbell, CPA)

The firm proposes to provide financial advisory and rate consultant services regarding the City’s water and sewer systems by providing the following:

- Review and analysis of historical operating expenses for all funds using audit and budget information from the General Fund, Streets Funds, and Water & Sewer Enterprise Fund.
- Analysis of all the City’s existing debt relating to the DPW Building bond, 2009 SRF bond, 2010 DWRF bond, 2020 WWTP bond and recently issued USDA Water and Sewer bonds (3).
- Analysis of the City’s Capital Improvement Plan, Asset Management Plan and the funding of such plans considering cash reserves from all funds and potential alternative financing options.
- Cash reserve analyses across all funds and recommendations for cash reserve policies going forward.
- 5-Year user rate recommendations, financial information, trends and analyses.
- Upon completion and throughout engagement, detailed findings and financial recommendations relative to the City’s finances.
- Proposal also includes usual and customary financial consultant services as may be requested by City.

**Proposed Fee:                    FY 2025-26 Budget Process - \$12,000.00**  
**FY 2026-27 Budget Process - \$12,000.00**

### 2. Engineering Services Proposal – Jones & Henry Engineers

The firm proposes to provide engineering services and assistance to Buchanan Wastewater Treatment Plant management personnel in determining Local Limits for PFAS compounds that the State of Michigan EGLE has established water quality standard for and to assist in the development of a Pollutant Minimization Plan (PMP) for the PFAS compounds. Tasks include:

- Review existing information, submittals and analytical data relating to PFAS.
- Conduct review meetings with WWTP management and significant industrial users.
- Assist in the calculation and development of Local Limits for PFAS including concentration limits, mass limits and hybrid limits.
- Prepare a written report including the local limit calculations, proposed limits and justification for the limits. A Pollutant Minimization Plan (PMP) will also be developed with strategies for implementation.

**Estimated Fee:                    \$9,875.00**