



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Resolution Number 25-29: Approving an Expenditure in Excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Update

Introduction:

The City's Purchasing Ordinance requires that City Commission approve any purchase in excess of \$100,000. Resolution Number 25-29 authorizes an expenditure in excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Updates.

Background:

The City has received a proposal from Wright-Pierce to provide study phase hydraulic modeling and CIP development services for the 2025 Reclaimed Water Master Plan Update project. This will allow the City to evaluate system limitations and update the CIP. The Scope of Services will include the following:

- Project Management Services and Meetings: includes discussion of scope and schedule, City's Level of Service goals, Reclaim Water Design Criteria for proposed infrastructure, current issues within the Eastern Reclaim Water system, success factors, information needs
- Data Collection and Site Visit: Wright-Pierce will collect and review items that are pertinent to this project and perform site visits to related locations
- Model Development and Calibration: Wright-Pierce will update the existing hydraulic model of the Eastern Service Area Reclaim System to incorporate piping improvements and will expand the model to include the Main Service Area Reclaim System
- Existing Reclaim Water Evaluations and Recommended Improvements: Wright-Pierce will use the updated hydraulic model to evaluate the ability of the Reclaim Systems to satisfy the City's Reclaim Water Level of Service goals and recommend improvements
- Future Demand Allocation, RCW Evaluations, and Recommended Improvements: Wright-Pierce will develop parcel level residential and non-residential reclaim water demands for four future planning intervals (5, 10, 15, and 20 years). Wright-Pierce will create and execute Reclaim Water System model scenarios to develop preliminary Reclaim Water improvements needed to satisfy the City's Reclaim Level of Service goals over a 20-year planning period
- Capital Improvement Plan Development: Wright-Pierce will develop a Capital Improvement Plan for the four planning intervals that summarizes the near-term and long-term projects including opinions of probable costs.
- 2025 Reclaimed Water Master Plan Update Report: Wright-Pierce will compile work performed in all tasks into a report to be provided to the City.

Recommended Action:

Staff recommends approval of Resolution Number 25-29.

Policy Implications:

Not applicable.

Budget/Staff Impact:

The approved Fiscal Year 2024-2025 budget has allocated funds of \$114,679 for the 2025 Reclaim Master Plan Update as shown below:

066-8600-535-68-37	Reclaim Master Plan	\$110,000
042-8400-535-30-31	Professional Services	\$4,679

Prepared By:

Olivia Luce – Administrative Assistant, Public Utilities

Reviewed By:

Greg Dobbins – Deputy Director of Public Utilities

Attachments:

Resolution Number 25-29

Available Upon Request:

Wright-Pierce Proposal