

# STAFF REPORT UTILITY MEETING

**AGENDA DATE:** March 31, 2026

**DEPARTMENT:** Electric Utility

**TITLE:**

Task Order No. 23 with WGI, Inc. for Design Surveying Services to support construction design at Main Yard on College Street

**SUMMARY:**

Task Order No. 23 authorizes WGI, Inc. to support the Electric Utility's engineering work to request a Topographic and Subsurface Utility survey to support construction design at Main Yard on College Street at a not to exceed cost of \$58,000.00.

**BACKGROUND AND JUSTIFICATION:**

The Electric Utilities Department is planning to reconfigure the pathways the generators and transformers connect and interconnection to manage power delivery capacity demands to improve interconnection of the units and redundancy. This will improve Electric Utility service reliability for its customers due to the growth of power delivery demands.

This design will require underground routing of conduits and conductors. WGI will perform underground investigations and topographic surveying of surface structures and corresponding records research to better identify existing underground facilities.

This Task Order No.23 is to authorize WGI, Inc. to provide surveying services to identify above ground features, research public records and horizontal alignment of existing underground facilities with direct induction of toneable sub-surface features, ground penetrating radar as well as optional vacuum excavation within the property limits.

This Task Order is issued pursuant to the Continuing Professional Services Agreement (surveying) based on RFQ # 23-300 dated March 28, 2023.

**MOTION:**

Move to approve/disapprove Task Order No. 23 with WGI, Inc. for survey design services at a not to exceed cost of \$58,000.00.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Task Order No. 23

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
<b>Inflows/Revenues</b>					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
<b>Outflows/Expenditures</b>					
Appropriated (Budgeted)	\$58,000.00	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
<b>Net Fiscal Impact</b> <i>(If not budgeted)</i>	0	0	0	0	0
<b>No. of Addn'l Full-Time</b> <b>Employee Positions</b>	0	0	0	0	0

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	Expenditure
Department	Electric Utilities
Division	Substation
GL Description	Improve Other than Build /Infrastructure
GL Account Number	421-6034-531.63-15
Project Number	SH2511
Requested Funds	\$58,000.00
Remaining Balance	\$1,867,000.00
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Series 2025 Consolidated Utility Revenue Bond