



June 5, 2025

City Council
City of Montgomery
101 Old Plantersville Rd.
Montgomery, Texas 77316

Re: Design Firm Contract Execution
Water Plant No. 4
City of Montgomery

Dear Mayor and Council:

As you are aware, WGA has been in negotiations with Baxter & Woodman on their proposed design services for the Water Plant No. 4 Project. As a reminder, the City began advertising for design firms on September 13, 2024. The City received a total of 3 submissions on September 26, 2024 and we recommended that the City begin contract negotiations with Baxter & Woodman after discussions with City Staff. City Council authorized WGA to begin contract negotiations at their February 25, 2025 Council Meeting.

Baxter & Woodman's proposed design services include providing signed and sealed plans and specifications for the new Water Plant No. 4 facility project. Included in the services provided is also assistance with bid phase services, construction administration, and identifying alternative funding sources. The total contract performance period including design, approvals and bidding is 330 calendar days and the fees outlined in the contract total \$491,240.00 for design, bid phase, and construction administration services to be completed on an hourly not-to-exceed and lump sum basis.

If you have any questions or comments, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Chris Roznovsky".

Chris Roznovsky, PE
City Engineer

CVR/zlgt

Z:\00574 (City of Montgomery)_900 General Consultation\Correspondence\Letters\2025\2025.06.05 MEMO to Council Water Plant No. 4.docx

Enclosure: Design Contract

Cc (via email): Mr. Anthony Solomon – City of Montgomery, Interim City Administrator & Police Chief
Ms. Ruby Beaven – City of Montgomery, City Secretary & Director of Administrative Services
Ms. Corinne Tilley – City of Montgomery, Code Enforcement Officer & Planning and Development Administrator