



LSPS Solutions, LLC

203 Windwood Lane

Victoria, Texas 77904

361 / 212-8243

April 2, 2024

Ms. Lindsay Koskiniemi, CGFO, CPM, MPA, MSA
City Manager
City of Sweeny
102 W. Ashley Wilson Rd.
Sweeny, TX 77480

Re: Proposal for Conducting a Study of the City of Sweeny's Water System Service Lines and Preparing a Service Line Inventory to Comply with the USEPA's Revised Lead and Copper Rule

Ms. Koskiniemi,

Thank you for allowing me the opportunity to propose on conducting a study of the City of Sweeny's water system service lines and preparing a Service Line Inventory to comply with the USEPA's new Revised Lead and Copper Rule.

This provision of the new Revised Lead and Copper Rule requires all community and non-transient, non-community water systems to prepare a lead service line inventory and submit it to the TCEQ by October 16, 2024. The inventory must include all services connected to the public water system and it must include information about the service on both the public and privately owned portions of the service.

LSPS Solutions, LLC is currently performing a LSL Inventory for the City of Lake Jackson, the City of Brazoria, the City of Bay City, the City of Live Oak, and the City of Gonzales. We have already completed this same scope of work for the City of Centerville, the City of Hallettsville, the City of Madisonville, the City of Pflugerville, and the Markham MUD.

In order to manage the large amount of data generated from the LSL Inventory, LSPS Solutions uses GIS technology to geo-spatially tie the data from each service line to the GPS coordinates for the corresponding meter location on that service line.

Proposal

LSPS Solutions, LLC proposes to perform the following work activities to successfully perform a service line inventory for the City of Sweeny to comply with the Revised Lead and Copper Rule:



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- The first task to be completed in this process is to conduct a kick-off meeting to make sure all parties understand and agree on the Project scope. During this visit, LSPS Solutions would hope to pick up an electronic download of accounts, service addresses, and GPS meter locations from the City's billing and routing systems. Additionally, if available, LSPS Solutions would hope to obtain information about construction dates of subdivisions within the City.
- Using the information we obtained during the kick-off meeting and the information from the utility billing system download, LSPS Solutions, LLC technicians will prepare an upload file with as much of the final information as possible already populated.
- LSPS Solutions, LLC technicians will then upload the account/service and any other information we have gathered into our P.L.A.N.I.T. app and create an electronic notebook within the app for the City. Each service address or meter location will become a note within the notebook and will have an electronic data collection template attached to it.
- For all accounts not pre-populated with all required information having been provided prior to upload, LSPS Solutions, LLC will begin conducting research on available City and County records in an effort to acquire the required information for each of the remaining notes without having to field-verify the information. All information obtained through records review will be entered into the electronic data collection forms in the P.L.A.N.I.T. app.
- LSPS Solutions LLC staff will then begin making trips to the project sites and collecting or verifying the field data for each of the remaining service lines and entering that data into the electronic templates. To collect the data, the field technicians will use either visual verification, (if the service line can be seen from within the meter box), or a combination of two different types of metal detectors to determine if the lines on either side of the meter are metallic and if they are, what metal they are constructed of.
- Once the service line material on each side of the meter is determined, the service lines will be categorized and entered into the electronic template as one of the following EPA categories:
 - Lead
 - Not Lead
 - Galvanized Requiring Replacement
 - Lead Status Unknown
- LSPS Solutions GIS Technicians will export the field collected data into the management tool files and will begin geo-referencing the infrastructure.



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- Once the draft deliverables are prepared, LSPS Solutions technicians will conduct a quality control check on the finished products.
- LSPS Solutions technicians will then meet with the City staff to review the preliminary data in order to identify any readily visible inaccuracies.
- Following this meeting, LSPS Solutions technicians will remedy any errors identified and create the final deliverables for the project.

Deliverables

LSPS Solutions, LLC will deliver to the City an external hard drive containing the following electronic files each containing the following:

1. A completed form TCEQ-20943 for submittal to the TCEQ.
2. A Google Earth .kmz file showing the location of the water meters and the service line information collected.
3. A GIS shape file showing the location of the water meters and the service line information collected

Fee

LSPS Solutions, LLC agrees to perform the above referenced services for the City of Sweeny for the unit costs shown in the following table:

Task	Unit Price
Initial File Creation, GIS Map Creation, Data Population, and Upload	\$3.00 per Service Line
Records Review and Data Population after Initial Upload	\$6.50 per Service Line
Field Data Collection of Verification and Data Population	\$25.00 per Service Line
Final Export, Creation of Deliverables, QC Check, Edits, etc.	\$3.00 per Service Line
Total per Service Line for all Tasks	\$37.50 per Service Line

Based on a preliminary count of 1,287 active connections and 269 inactive connections, the total cost of this project is estimated at \$58,350.00.

Assumptions

The fee quoted above is based on the following assumptions:

- This proposal does not include digging or potholing to field verify service line materials. If records do not exist to determine the materials used to construct a service line and the service line cannot be seen from within the meter box, then metal detectors will be used to determine the materials used to construct the service line. TCEQ has not approved the use



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of metal detectors to verify the material of construction for service lines and, as a result, they require these service lines to be marked as "Unknown-Likely not Lead".

- If the service line is under concrete or asphalt for the entirety of its length, and the type of material used to construct the service line cannot be determined without breaking concrete, this service will be marked as "Lead Status Unknown".
- LSPS Solutions intends to use a TerraGo P.L.A.N.I.T. mobile app, Diamond Maps (GIS software application), Google Earth, Google Chrome, and Microsoft Excel for the development and use of the management tools described in this proposal.
- LSPS Solutions, LLC will not, however, be providing or installing any computer hardware or software on the City's network as part of this project.
- LSPS Solutions, LLC will be uploading the completed portion(s) of the assessment as a GIS Shape File onto the Diamond Maps platform on a monthly basis while performing the inventory and will provide complimentary "View Only" access to that data to the City during the inventory process. After completion of the inventory process, should the City desire to maintain access to the Diamond Maps platform, any costs associated with subscribing to that service or for acquiring and/or installing any other software applications on the City's computer network or desktops will be borne by the City exclusive of this proposal.
- This proposal assumes that the infrastructure, (water meters), for which field data collection must be performed is readily accessible and visible. LSPS Solutions will make a reasonable attempt to locate the infrastructure, but if LSPS Solutions staff cannot access the infrastructure, City personnel will be notified and will be responsible for locating the infrastructure and making it readily accessible.
- This proposal assumes that the City can and will provide, at no additional cost to LSPS Solutions, LLC, an electronic download of account information from the City's billing software that can be imported as notes into LSPS Solutions, LLC's data collection app.
- The City staff will work cooperatively with LSPS Solutions, LLC staff in an effort to get the project completed to the satisfaction of all parties to the contract.



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Terms

LSPS Solutions, LLC will invoice the City of Sweeny during the last week of each month for the portion of the work completed during that month. The City of Sweeny agrees to make payment on the invoice within 30 days of receipt of the invoice.

Upon your review of this proposal, should you have questions or concerns regarding this matter, please contact me at 361 / 212-8243. I look forward to working with you and your staff on this very important project.

Sincerely,



Lynn Short, President