

# City Council Meeting Agenda Item Data Sheet

Meeting Date: November 21, 2022

## Topic:

Approve a Professional Services Agreement with Engineered Utility Solutions, Inc. for Project Number 2022-10011, Gas Master Plan, for a not-to-exceed amount of \$115,000, authorize the expenditure of funds therefor, and authorize the City Manager to execute the agreement. This amount is included in the FY 2022-2023 budget.

## Background:

The proposed professional services agreement with Engineered Utility Solutions, Inc. includes a scope of work to begin creating a gas master plan for the City of Tomball by creating a baseline natural gas hydraulic model. The complete scope of work will include modeling the existing natural gas system and enhancing the City's GIS database to include all active natural gas customers, including geographic location, size of the service line, and the make/model of the gas meter, pipe information including material and thickness.

This contract is for the initial phase of the gas master plan, and additional phases will be proposed in the budget request for fiscal year 2023-2024. The final phases of the master plan will include development of capital improvement plans (CIP) for 5-year, 10-year, and 25-year planning periods.

Engineered Utility Solutions, Inc. was selected through the Request for Qualifications process (RFQ 2022-09). Two firms submitted statements of qualifications, with Engineered Utility Solutions being selected as the most highly qualified respondent, and after such selection, staff engaged in discussions with Engineered Utility Solutions to determine fair and reasonable rates for the professional service. The selection and discussions were held in accordance with the City's adopted Procurement Policy and Manual and state procurement law.

Commented [JR1]: Correct if needed

Funds for completing the proposed project were allocated in the Fiscal Year 2022-2023 budget.

**Origination:** Project Management

## Recommendation:

Staff recommends awarding a Professional Services Agreement to Engineered Utility Solutions, Inc. for the creation of a Gas Master Plan for a total amount not to exceed \$115,000.00

**Party(ies) responsible for placing this item on agenda:** Meagan Mageo, Project Manager

## FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No: \_\_\_\_\_ If yes, specify Account Number: # 600-615-6302

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed Meagan Mageo Approved by \_\_\_\_\_  
Staff Member Date City Manager Date

