

## ATTACHMENT C

### AUTHORIZATION OF CHANGE IN SERVICES CITY OF SAN MARCOS, TEXAS

**PROJECT:** Stormwater Utility Rate Update - FY140

**CONSULTANT:** Rojas Planning, LLC

**AUTHORIZATION NO.:** 1

**ORIGINAL CONTRACT DATE:** 08/19/2014

**AUTHORIZATION DATE:** 02/08/2018

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#### WORK TO BE ADDED TO OR DELETED FROM SCOPE OF SERVICES

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Purpose: Increase amount of funding to provide professional services required to complete a full study of the impact to the City of San Marcos stormwater utility. This would include additional account matching, a rate structure proposal and update based on newly acquired impervious cover data, and implementation planning.

1. Last existing account information was pulled on January 30, 2018. All new or deleted accounts since this time will need to be reconciled with the accounts that were initially matched with the impervious data. (\$6,000)
2. Fix errors on 194 residential accounts, subdivide airport between private/public uses, review public uses County and Federal parcels zoned "P" which do not have a mandatory or discretionary exemption. (\$3,500)
3. Find resolution to the 2,196 parcels with 663 Acres of impervious cover that is not allocated to an existing stormwater billing account but is within the service area. (\$28,000 – this is assuming a little less than 7 minutes average per parcel, we can discuss sharing a level of effort with city staff to reduce cost or limiting number of parcels to be reviewed.)
4. Develop rate structure based on a residential and non-residential classes with impact summaries to different customer classes and how the billing unit would change (\$8,500)
5. Assist city staff with tables, charts, community comparisons, presentation materials, city council meetings (up to 2), fact sheets, and public outreach. (\$5,500)
6. Implementation planning – work with billing center on billing system conversion, procedures manual, outreach to non-residential customers receiving large increases, 30-day sample bill mail-out, and establish process to maintain current stormwater utility data going forward. (\$7,500)

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Previous contract amount:	\$49,280
Net increase/decrease in contract amount:	\$59,000
Revised contract amount:	\$108,280

Rojas Planning, LLC.



By: \_\_\_\_\_

*Gabriel Rojas*

*Gabriel Rojas, President*

Printed name, title

*Rojas Planning, LLC*

Approved by:

Date: \_\_\_\_\_

*9/25/18*

City of San Marcos:

Date: \_\_\_\_\_

By: \_\_\_\_\_

City Manager