

From: [Stephens, Jesse](#)
To: [Perkins, Drew](#)
Subject: User Rate Study RFP - Item H(1)(E)
Date: Friday, November 14, 2025 11:38:57 AM
Attachments: [image001.png](#)

Dear Board of Trustees,

Proposal #07-2025 was advertised starting on September 17th for a new user rate study. Proposals were received back on October 29th. We received two responses that were fully responsive. We received a third acknowledgement and simplified user rate study from McCliney and Company, which was intended just to look at the current status. In talking with them, they have been more than willing to be a second set of eyes in review of our rates but did not intend on charging for their service. Their rate study, however, is not predictive of what would be needed to execute significant portions of the Capital Improvement Plan, and a more detailed look is needed to be predictive of where rates need to be in future years. The RFP was written so that a preliminary user rate study is completed first, in line with our formal approval of the AWMP/CIP, and then a second and final user rate study is completed after the Clean Water Commission approves our final plan.

The two responsive respondents were Stephen Connelly, and Raftelis/Woodard & Curran. There were also several other engineering companies that looked at this but decided not to submit a proposal.

Stephen Connelly was the lowest cost respondent at \$27,820 plus incidental costs. Raftelis was at \$59,900. In the consideration section, I'm recommending we proceed with Stephen Connelly so we can complete our overall AWMP/CIP approval process. Stephen has also completed many (if not all) of our recent user rate studies and is well familiar with our organization.

When the new Finance Manager comes on board, and staffing is complete, I do believe the internal rate tool will be useful in future years. However, in order to see this process to completion, I recommend this be outsourced in order to complete the AWMP/CIP process.



Jesse Stephens, PE - Executive Director
Boone County Regional Sewer District (BCRSD)
1314 N. 7th St., Columbia, MO 65201
C: 573.239.4025 | O: 573.443.2774
e: jstephens@bcrsd.com | w: www.bcrsd.com