



4800 Ashford Dunwoody Road  
Dunwoody, Georgia 30338  
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**MEMORANDUM**

**To:** Mayor and City Council

**From:** Michael Smith, Public Works Director

**Date:** March 24, 2025

**Subject:** **Contract Amendment with Lowe Engineers to Continue Funding a Project Manager to Expedite Stormwater Projects**

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**ACTION**

Authorize the Mayor, City Manager, or designee to execute a contract amendment with Lowe Engineers for \$104,000 to provide a part-time stormwater project manager to expedite stormwater rehabilitation projects funded through use of unallocated stormwater utility fund balance.

**SUMMARY**

In 2022 the City Council allocated funding from the federal American Rescue Plan Act to expedite stormwater rehabilitation projects including \$300,000 over 3 years for Lowe to provide a part-time project manager. Through this program the city successfully rehabilitated 3 miles of stormwater pipe in 3 years, earning the city recognition from the American Council of Engineering Consultants (ACEC).

The ARPA stormwater funding has been expended but staff is proposing to continue expediting projects using excess stormwater utility fund balance. The target fund balance is 6 months of operating expenses which equates to \$1.6 million and at the close of 2024 there was approximately \$1.9 million above the 6-month minimum. Lowe has provided a proposal for the project manager to continue for 20 hours per week through the end of 2025 at a total cost not to exceed \$104,000.

**RECOMMENDATION**

Authorize the Mayor, City Manager, or designee to execute a contract amendment with Lowe Engineers for \$104,000 to provide a part-time stormwater project manager to expedite stormwater rehabilitation projects.



March 5, 2025

Mr. Michael Smith, PE  
Public Works Director  
City of Dunwoody  
4800 Ashford Dunwoody Road  
Dunwoody, GA 30338

**Re: Dunwoody Public Works – Special Stormwater Support Amendment**

Dear Michael:

Good day. The purpose of this amendment is to allow for the retention of Javier Sayago, who was intended for support of American Rescue Plan Act construction projects and who was contracted with an amendment that is now expired. In accordance with recent discussions concerning support to the City for stormwater project management, I offer this letter for your consideration. Per your request, Lowe is proposing the part-time as-needed support of a stormwater project manager.

I am proposing billing Mr. Javier Sayago at the unit rate of \$130/hr in 2025. He will be available to work 20 hours per week for 40 weeks under this amendment. The total not to exceed amount under this amendment would be \$104,000.

Mr. Sayago will work under the direction of you and/or your designee.

Accordingly, we are requesting a contract amendment and purchase order. Please let me know if you have any questions or need any changes. Thanks for this opportunity.

Regards,

A handwritten signature in blue ink that reads "Jon W. Drysdale, Jr." The signature is fluid and cursive.

Lowe Engineers, LLC  
Jon W. Drysdale, Jr., PE