



Meeting Date: December 12, 2024 **Agenda Type:** Consent Items for Action

From: Adam Willard, P.E. **Reviewed by:** Michael Short, P.E.
Chief Engineer of Water Director of Water Services and
Systems Compliance

Submitted by: Mark Steelman **Approved by:** Ryan Kelso
Chief Operations Officer Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Well 6 and Loop GST Improvements Project

BACKGROUND

This Professional Services Agreement (the “Agreement”) with Freese and Nichols, Inc. (“FNI”) provides project management services, preliminary design phase services, final design phase services, permitting services, bid phase services, and construction phase services for the New Braunfels Utilities (“NBU”) Well 6 and Loop Ground Storage Tank (“GST”) Improvements Project (the “Project”). The Project is anticipated to provide aging infrastructure improvements to the tank and pump facilities, and also improve site conditions at the Loop GST pump station located behind the Loop 337 power substation and Well 6 located at 14 Rock Moss in New Braunfels.

NBU staff requests that the Board of Trustees approve the Agreement with FNI for the Project.

This item is being presented to the Board because the total amount of the Agreement exceeds \$500,000.

Upon completion of the final design, NBU staff will solicit a construction contract and anticipate bringing the contract to the Board for approval in May 2026. NBU staff plans to begin construction in June 2026 and complete it by July 2028.

FINANCIAL IMPACT

The total financial impact for the Agreement with FNI for the Project is \$1,998,468.00, including supplemental services. The Project is budgeted within the fiscal year 2025 through fiscal year 2028 NBU Board approved Capital Improvements Projects Budget.

The total cost to include Supplemental Services is over the approved Fiscal Year 2025 project budget. The costs for this project will be updated within the proposed Fiscal Year 2026 through Fiscal Year 2028 Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Safety and Security

EXHIBITS

1. Professional Services Agreement with FNI