



**Meeting Date:** August 29, 2024      **Agenda Type:** Consent Items for Action

**From:** Jeff Morriss      **Reviewed by:** Gretchen Reuer  
Substations Manager      Director of Electric Services and Compliance

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

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Execute a Professional Services Agreement with Burns & McDonnell Engineering Company, Inc. for Substation Construction Management Services for the Breaker and a Half Upgrades at the Henne Substation

---

## **BACKGROUND**

This Professional Services Agreement between New Braunfels Utilities (“NBU”) and Burns & McDonnell Engineering Company, Inc. (“BMcD”) for Substation construction management services includes project communication facilitation, procurement facilitation, project management and planning, project controls, and on-site construction management services (the “Agreement”). NBU’s approved fiscal year 2025 through fiscal year 2026 capital plans include the Breaker and a Half transmission system upgrade project at the Henne Substation.

The key components of the Agreement include construction management services for (i) one (1) power circuit breaker removal, (ii) two (2) circuit switcher removals, (iii) five (5) power circuit breaker additions, and (iv) the switches, busswork, relaying and other appurtenances associated with those devices at the Henne substation (the “Project”).

NBU staff requests the Board of Trustees approve the Professional Services Agreement with BMcD to provide substation construction management services at the Henne substation to NBU.

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

## **FINANCIAL IMPACT**

The total contract amount for the Professional Services Agreement with BMcD for the Projects is \$1,335,935.00. The Project is budgeted within the Fiscal Year 2025 through Fiscal Year 2026 NBU Board-approved Capital Improvement Projects Budget.

## **LINK TO STRATEGIC PLAN**

---

## **Infrastructure and Technology**

### **EXHIBITS**

---

1. Professional Services Agreement with Burns & McDonnell Engineering Company, Inc.