



Meeting Date: August 31, 2023

Agenda Type: Consent Items for Action

From: Adam Willard, P.E.
Chief Engineer of Water
Systems

Reviewed by: Michael Short, P.E.
Director of Water Services &
Compliance

Submitted by: Michael Short, P.E.
Director of Water Services &
Compliance

Approved by: Ryan Kelso
Interim Chief Executive Officer

RECOMMENDED ACTION: Authorize Interim CEO or His Designee to Negotiate and Execute a First Amendment to the Professional Services Agreement with Freese and Nichols, Inc. for the Design of the Well 4 to Grandview Pump Station and Discharge Line Upgrades Project

BACKGROUND

On November 5, 2020, New Braunfels Utilities (“NBU”) entered into a Professional Services Agreement (the “Agreement”) with Freese and Nichols, Inc. (“FNI”) for professional engineering services for the Well 4 to Grandview Pump Station and Discharge Line Upgrades Project (the “Project”). This Agreement did not previously go to the Board for approval because it fell under the \$500,000 threshold. On March 11, 2021, NBU and FNI engaged the Supplemental Services included in the contract, authorizing \$30,000 for additional engineering services and traffic control.

NBU and FNI have identified a need to add (i) additional construction services to include additional pump station start-up services and testing services and additional general and resident representative services (the “New Services”); (ii) authorize the related compensation for the New Services; and (iii) extend the completion time for the Services to January 31, 2024.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved and the total amount of the Agreement now exceeds \$500,000.

FINANCIAL IMPACT

The total financial impact of the First Amendment is \$108,850. The total contract amount for the Agreement and the First Amendment with FNI for the Project is \$579,395. The Project is budgeted within the fiscal year 2023 through the fiscal year 2024 NBU Board approved Capital Improvements Projects Budget.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

1. First Amendment to the Professional Services Agreement with FNI