



Meeting Date: August 27, 2026 **Agenda Type:** Consent Items for Action

From: Anna Melton **Reviewed by:** Kimberly DaCosta
Procurement Manager Director of Financial Services

Submitted by: Jessica Williams **Approved by:** Ryan Kelso
Chief Financial Officer Chief Executive Officer

RECOMMENDED ACTION: Approve the Change Order Log from May 15, 2026, through July 15, 2026

BACKGROUND

The Board of Trustees approved the NBU Purchasing Policy on October 31, 2019. The Purchasing Policy defines the process for obtaining approval of change orders. In addition to the individual approval by the Board of Trustees for change orders greater than \$50,000, the policy further states, “Each department manager will keep a log of all change orders and forward that log on a monthly basis to the Purchasing Manager before each Board of Trustees’ meeting. The Purchasing Manager will prepare a consent agenda item to request approval of those change orders at the next Board of Trustees’ meeting.”

Listed below are the change orders submitted to the Procurement Manager for the period of May 15, 2026, through July 15, 2026.

FINANCIAL IMPACT

Change orders less than \$50,000:

Item #	Project Name	Description of Work	Vendor	Change Order #	Cost Change in \$ +/-
1	FM 1044 EST	Additional barbed wire fencing	Landmark Structures, I, L.P.	2	3,837.00
2	Landa Pump Station Phase 2 / Well 5	Calendar days extension only	MGC Contractors, Inc.	12	0.00
3	McKenzie Interceptor Upgrade	Remove and reinstall 75 feet of airport fence and gate that was across the alignment	Cash Construction Company, Inc.	9	7,762.17

4	Gruene Rd Sewer Main Rehabilitation/Relocation	Relocation of 12" recycle line	Spiess Construction Co., Inc.	7	45,295.79
5	San Antonio St Rehabilitation Phase 3	Additional potholing to locate existing mains	Capital Excavation Co.	1	5,835.00
6	Solms Pump Station and Ground Storage Tank	Potholing existing utilities and GPS locations, slope stabilization analysis, geotech report, and CMU deviation cost increase	MCG Contractors, Inc.	1	4,125.18
7	Broken and Critical Valve Replacements	Moss Rock and Central Garza additional items, additional days, and unknown condition changes	Allbrite Constructors of Texas, Inc.	1	10,932.84
8	Sewer Infrastructure Replacement Package 2	Credit for unused fencing and additional days	Pesado Construction Company	3	(18,120.00)
9	Headwaters	Transfer of Owner's Contingency and Reconciliation from GMP 2 into GMP 6	Byrne Construction	PCO 10	(48,423.75)
10	Headwaters	Buyout savings and contingency return. Rollover to Owner's Contingency for GMP 6	Byrne Construction	PCO 86	(48,423.75)
11	Headwaters	GMP 5 cost savings (buyout savings, leftover contingencies)	Byrne Construction	PCO 20	(45,835.69)
12	Headwaters	Reconciliation of Buyout savings and Contingency savings from GMP 5. This will roll into Owner's Contingency for GMP 6	Byrne Construction	PCO 89	(45,056.43)
13	NBU Headquarters	Low Voltage PR #08 to PR #013 changes to structure cabling, video surveillance, access control, intrusion detection & video intercom	SpawGlass	OCT 024	(39,228.00)
14	Headwaters	Credit for excavation, furnishing, and installation of the Kiva with Salvaged pavers	Byrne Construction	PCO 16.1	(11,870.73)
15	Headwaters	Labor only for added columns to building's structure, salvaged from the site	Byrne Construction	PCO 8	3,940.00

16	NBU Headquarters	Labor and material to add one layer of 5/8" drywall and one layer of 1/4" drywall at the locations marked in RFI 548	SpawGlass	CTR 015	4,205.00
17	NBU Headquarters	Labor and materials to rework the currently framed opening at the Server Room to fit the CRAC unit through the opening	SpawGlass	OCT 029	4,524.00
18	Headwaters	Contractor Contingency: Fire Lane Curb Concrete, and signage	Byrne Construction	PCO 15.1	5,126.21
19	Headwaters	Provide four 45H-7R16H 626 (Classroom Function) Mortise Locks for Openings 102A, 127A, 127C, & 128A	Byrne Construction	PCO 18	5,325.00
20	Headwaters	Add plywood in RM 160 per RFI #68 and #70	Byrne Construction	PCO 24	5,963.80
21	Headwaters	Contractor Contingency: Additional linear footage of WW line for the connection to the main line in the street	Byrne Construction	PCO 12	6,351.00
22	Backup Operations Center	Furnish and install data cabinets per RFI 036, and reimbursement for NBU utility bills for February, March, and April	SpawGlass	CO 003	7,445.00
23	Headwaters	Salvaged Concrete Pathway per TELA FR #5	Byrne Construction	PCO 23	8,048.72
24	Headwaters	Removing elbow duct in the riser room and installing a sound attenuator to reduce wind noise in main conference room.	Byrne Construction	PCO 22	9,528.00
25	Headwaters	Contractor Contingency: Mulch buffer to prevent invasive growth in parking lot	Byrne Construction	PCO 13	11,029.00
26	NBU Headquarters	Labor and material to switch from an engineered stair tread (hollow tread) to angelique wood treads at the monument stairs	SpawGlass	CTR 014	11,714.00
27	Headwaters	Contractor Contingency: Herbicide Treatments	Byrne Construction	PCO 14	12,096.00

28	Headwaters	Labor and materials for additional steel needed for the overhead doors	Byrne Construction	PCO21	16,513.00
29	Headwaters	Provide and install all equipment and electrical work for two additional fans in Bldg D	Byrne Construction	PCO 17	21,262.00
30	NBU Headquarters	Labor and material to install wood blocking needed at the window elevations that require steel plates for connection	SpawGlass	CTR 11	35,237.00
31	Henne Substation	Labor and material for bus adjustments, installation of junction boxes, rewiring SIS cables, and SCADA panel modifications	Primoris	6	38,647.53
32	NBU Headquarters	Owner Contingency: changes made to Demountable Partitions	SpawGlass	OCT 026	42,591.00
33	NBU Headquarters	"CTR #013 - LD Handrail Contingency Request is for the labor and material to procure and install the LD handrail along with all associated power requirements at the south courtyard retaining wall stairs."	SpawGlass	CTR 013	44,608.00
34	Headwaters	Closeout budget reconciliation for GMP 5	Byrne Construction	PCCO 005	45,835.69
35	Headwaters	Closeout budget reconciliation for GMP 2	Byrne Construction	PCCO 001.01	48,423.75
Total increase/(decrease) in change orders less than \$50,000:					\$209,243.33

Change orders more than \$50,000:

Item #	Project Name	Description of Work	Vendor	Change Order #	Cost Change in \$ +/-(-)
1	McKenzie WRF Expansion	Contractor to modify RTU hardware, conduits, wiring, and RTU I/O configurations	MGC Contractors, Inc.	13	86,502.00
2	Goodwin/Conrads Adjustments	Waterline in conflict with casing installed in another project	Capital Excavation Co.	3	54,531.90
3	NBU Headquarters	Owner Contingency Transfer to move the budget from	SpawGlass	OCT 28	(948,214.00)

		General Liability Insurance to the Owner Contingency Budget			
4	Headwaters	GMP 4 buyout savings, leftover contingencies	Byrne Construction	PCO 19	(114,760.00)
5	Headwaters	Reconciliation of buyout savings and contingency savings from GMP 4	Byrne Construction	PCO 88	(114,760.00)
6	NBU Headquarters	Owner Contingency: addition of four (4) urinals as per Owner Request to the Men's Locker Room W.103	SpawGlass	OCT 27	60,002.00
7	NBU Headquarters	Material and installation of audio/visual and security equipment	SpawGlass	CTR 10	75,244.00
8	Headwaters	Closeout budget reconciliation for GMP 4	Byrne Construction	PCCO 004	114,460.07
9	Backup Operations Center	Furnish and install the modifications made to the Audio/Visual and Security scopes of work	SpawGlass	CO 004	174,913.00
10	Headwaters	Closeout budget reconciliation for GMP 3	Byrne Construction	PCCO 003	277,460.07
Total change orders more than \$50,000:					(\$-334,620.96)

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

None