



Meeting Date: September 25, 2025 **Agenda Type:** Consent Items for Action

From: Brent Lundmark **Reviewed by:** Jason Theurer
Water Treatment and Director of Water Operations and
Compliance Manager Compliance

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

RECOMMENDED ACTION: Authorize the CEO to Negotiate and Execute a Services and Goods Agreement with Austin Armature Works, LP, for Variable Frequency Drive and Soft Starter Maintenance and Replacement Services

BACKGROUND

On April 30, 2025, New Braunfels Utilities (“NBU”) issued a request for proposals (“RFP”) for variable frequency drive and soft starter maintenance and replacement services (the “Services”). Services include performing inspections, preventative maintenance, and replacement services for the variable frequency drives and soft starter units at NBU water and wastewater facilities.

On May 29, 2025, NBU received two (2) bids during the public solicitation process. A copy of the evaluation summary is included as an Exhibit below. NBU staff evaluated both proposals and determined both respondents to be the most advantageous to NBU, considering the relative importance of price and other evaluation factors. NBU staff recommends the selection of Austin Armature Works, LP, and Five Star Electric Motors, Inc. for the Services. The Agreement with Five Star Electric Motors, Inc. does not meet the threshold for Board level approval. A separate agreement will be executed with Five Star Electric Motors, Inc.

NBU staff requests the Board of Trustees to approve the Services and Goods Agreement with Austin Armature Works, LP.

This item is presented to the Board because the total amount of the contract exceeds \$250,000.00.

FINANCIAL IMPACT

The total contract amount for the Agreement with Austin Armature Works, LP is \$550,000.00, with a not-to-exceed amount of \$110,000.00 for the initial contract term and \$110,000 for each additional one-year term. The Agreement is budgeted with the Water Treatment and Compliance Operations and Maintenance Budget (“O&M Budget”) for Fiscal Year 2026 and will be budgeted in the O&M Budgets of Fiscal Year 2027 through Fiscal Year 2031.

LINK TO STRATEGIC PLAN

Infrastructure and Technology

EXHIBITS

1. Contract with Austin Armature Works, LP
2. Evaluation Summary