



Meeting Date: June 26, 2025

Agenda Type: Consent Items for Action

From: Brent Lundmark
Water Treatment and
Compliance Manager

Reviewed by: Jason Theurer
Director of Water Operations &
Compliance

Submitted by: Mark Steelman
Chief Operations Officer

Approved by: Ryan Kelso
Chief Executive Officer

RECOMMENDED ACTION: Authorize the CEO or His Designee to Negotiate and Execute a Services and Goods Agreement with HPS, LLC for Wastewater Manhole Level Monitoring Services

BACKGROUND

On October 17, 2024, New Braunfels Utilities (“NBU”) issued a request for competitive sealed proposals for wastewater manhole level monitoring services to be used at various locations throughout the NBU wastewater system (the “Services”).

On November 14, 2024, NBU received two (2) proposals for the Services during the public solicitation process. NBU staff evaluated the proposals and determined the proposal to be the most advantageous to NBU, considering the relative importance of price and the other evaluation factors included in the request for proposals. NBU staff recommends the selection of HPS, LLC for the Services.

NBU staff requests the Board of Trustees to approve the services and goods agreement with HPS, LLC.

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

FINANCIAL IMPACT

The total contract amount for the Agreement with HPS, LLC is \$334,130.00 with a not to exceed amount of \$154,340.00 for the initial contract term, \$28,250.00 for the second contract term, \$46,980.00 for the third contract term, \$50,610.00 for the fourth contract term, and \$53,950.00 for the fifth contract term. The costs associated with the initial term of the Agreement are budgeted within the Wastewater Technology Upgrades Project in the Wastewater Capital Budget. The second through fifth year terms of the Agreement are budgeted within the Water Treatment & Compliance Operations and Maintenance budget (“O&M Budget”) for Fiscal Year 2026 through Fiscal Year 2030.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

EXHIBITS

1. Services and Goods Agreement with HPS, LLC
2. Summary of Recommendation
3. Bid Tabulation