



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

**From:** Adam Willard, P.E.      **Reviewed by:** Michael Short, P.E.  
Chief Engineer of Water      Director of Water Services and  
Systems      Compliance

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

**RECOMMENDED ACTION:** Authorize the CEO or His Designee to Negotiate and Execute a Construction Contract with C.F. McDonald Electric, Inc. for the Construction of the Emergency Preparedness Plan Generators, Phase 1 Project

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## **BACKGROUND**

On May 10, 2024, New Braunfels Utilities (“NBU”) issued a request for bids for the Senate Bill 3 Emergency Preparedness Plan Generators, Phase 1 Project, which includes the installation of emergency generators and automatic transfer switches at the Well No. 4 Pump Station, Grandview Pump Station, the Hoffmann Pump Station, and Oak Run Flow Control valve site, preparation of sites includes clearing and grubbing and construction staking, stormwater pollution prevention, tree protection, site restoration, and all other appurtenances necessary to complete the project (the “Project”). The Project will bring NBU into compliance with the first phase of the TCEQ-required Emergency Preparedness Plan.

On June 7, 2024, NBU received two (2) bids for the Project during the public bidding process. The project team evaluated the bids and recommends the selection of C.F. McDonald Electric, Inc. (“McDonald Electric”) for the Project. McDonald Electric was selected as the respondent who provides the best value to NBU based on the selection criteria, the weighted value for those criteria, and the ranking evaluation, including their cost of work, proposed schedule, past performance on similar projects, overall qualifications, available resources, corporate history, and references. McDonald Electric’s proposal includes a base bid of \$1,429,569, the lowest base bid out of the two (2) respondents.

NBU staff requests that the Board of Trustees approve the Construction Contract Agreement (the “Contract”) with McDonald Electric for the Project.

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

## **FINANCIAL IMPACT**

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The total financial impact of the Contract with McDonald Electric for the Project is \$1,429,569.00. The Project is budgeted within the fiscal year 2024 through fiscal year 2026 NBU Board approved Capital Improvements Projects Budget. Anticipating the need for project change orders, a contract contingency of \$145,000.00, which is approximately 10% of the total contract amount, will be added to the project construction budget. The total contract amount plus contingency is \$1,574,569.00.

## **LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Infrastructure and Technology**

**Safety and Security**

## **EXHIBITS**

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1. Construction Contract with McDonald Electric
2. Bid Evaluation Matrix – Competitive Sealed Proposal 24-0079

Item	Criteria	McDonald Electric	Argo Utilities
1.	Cost of the Work	5	0
2.	Proposed Schedule / Contract Time	3.167	0.33
3.	Past Performance on Similar Projects	3.5	0.33
4.	Overall Qualifications, Reputation, Past Relationship w/ NBU and Public Owners	3.67	0.33
5.	Available resources to complete the Project	3	0.67
6.	The Contractor's corporate history and stability	3	0.67
7.	References	3	0.33
	<b>Total Score</b>	<b>4.15</b>	<b>0.183</b>