



**Meeting Date:** December 14, 2023      **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:** Michael Short, P.E.      **Approved by:** Ryan Kelso  
Director of Water Services      Interim Chief Executive Officer  
and Compliance

**RECOMMENDED ACTION:** Authorize Interim CEO or His Designee to Negotiate and Execute a Second Amendment to the Professional Services Agreement with Arcadis U.S., Inc. for the Water Resource Planning Project

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## **BACKGROUND**

On February 25, 2021, the New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Services Agreement (the “Agreement”) with Arcadis U.S., Inc. (“Arcadis”) for professional engineering services for the Water Resource Planning Project (the “Project”). On September 30, 2021, the Board approved a Professional Services Contract Amendment (the “First Amendment”) for additional general water resource support services.

Due to budgetary changes in fiscal year 2023, the Water Resource Plan Update services were delayed until fiscal year 2024. As a result, NBU staff requests that the Board approve the Second Amendment to the Agreement (the “Second Amendment”), which includes the reallocation of unused funds intended for fiscal year 2023 of the contract to fiscal year 2024 of the contract.

This item is being presented to the Board because it modifies the Agreement beyond the parameters the Board previously approved.

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## **FINANCIAL IMPACT**

The total financial impact for the Second Amendment is \$0. The total contract amount for the Agreement and the First and Second Amendment with Arcadis for the Project is \$2,818,834. The Project is budgeted within the fiscal year 2024 through fiscal year 2025 NBU Board approved Capital Improvements Projects Budget.

## **LINK TO STRATEGIC PLAN**

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**Customers and Community**

**Infrastructure and Technology**

**Financial Excellence**

**Stewardship**

## **EXHIBITS**

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1. Second Amendment to the Professional Services Agreement with Arcadis