



**Meeting Date:** December 14, 2023      **Agenda Type:** Consent Items for Action

**From:** Brent Lundmark      **Reviewed by:** Michael Short, P.E.  
Water Treatment &      Director of Water Services and  
Compliance Manager      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 Professional Services Agreement with Wallgren Environmental Service, Inc. DBA Pollution Control Services for Laboratory Testing Services for New Braunfels Utilities' Water and Wastewater Facilities in Connection with Regulatory and Compliance Testing Requirements

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## **BACKGROUND**

On August 21, 2023, New Braunfels Utilities (“NBU”) issued a request for bids (“RFB”) to award to one or more respondents for laboratory and biomonitoring testing services for water and wastewater regulatory and compliance requirements (the “Services”).

On September 7, 2023, NBU received five (5) bids during the public solicitation process. A copy of the bid tabulation is included as an Exhibit below. NBU staff evaluated the responses and determined three of the five bidders to be the most advantageous to NBU considering the relative importance of price. NBU staff recommends the selection of Guadalupe-Blanco River Authority (“GBRA”), Wallgren Environmental Services, Inc., and Bio-Aquatic Testing, Inc. for the Services. NBU presented the Professional Services Agreement with GBRA as a separate agenda item. The Agreement with Bio-Aquatic Testing does not meet the threshold for Board level approval.

NBU staff requests the Board of Trustees to approve the professional services agreement with Wallgren Environmental Services, Inc.

This item is presented to the Board because the total amount of the contract exceeds \$250,000.

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## **FINANCIAL IMPACT**

The total contract amount for the Agreement with Wallgren Environmental Services, Inc. is \$500,000 with a not to exceed amount of \$100,000 for the initial contract term and \$100,000 for each of the additional

one-year terms. The Agreement is budgeted with the Water Treatment & Compliance Operations and Maintenance Budget (“O&M Budget”) for fiscal year 2024 and will be budgeted in the O&M Budgets of fiscal year 2025 through fiscal year 2028.

## **LINK TO STRATEGIC PLAN**

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**Financial Excellence**

**Stewardship**

## **EXHIBITS**

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1. Contract with Wallgren Environmental Services, Inc.
2. Summary of Recommendation
3. Bid Tabulation