



Meeting Date: January 25, 2024 **Agenda Type:** Consent Items for Action

From: Jesse Luna **Reviewed by:** David Hubbard
Purchasing Manager Chief Administrative Officer

Submitted by: David Hubbard **Approved by:** Ryan Kelso
Chief Administrative Officer Interim Chief Executive Officer

RECOMMENDED ACTION: Authorize Interim CEO or His Designee to Negotiate and Execute Second Amendment to the Professional Services Agreement with Periscope Holdings, Inc. for Purchasing Support Services for the NBU Purchasing Department

BACKGROUND

On January 27, 2022, New Braunfels Utilities (“NBU”) Board of Trustees approved a Professional Service Agreement (the “Agreement”) with Periscope Holding, Inc (“Periscope”) for project management services for the creation of, and modification to, NBU’s purchasing procedures/processes, organizational structure, and technology. Periscope also provides external staffing in support of current purchasing projects being requested of the NBU Purchasing Department. This agreement was amended in June of 2022 to allow Periscope to have access to secure NBU applications. The agreement’s term is approaching its end in February of 2024.

NBU staff requests that the Board of Trustees approve the Second Amendment to the original Agreement, which extends the contract for five months to allow for an additional support period as Purchasing reduces the use of external staff and transitions to a self-reliant system. The new contract end date will be July of 2024.

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

FINANCIAL IMPACT

There is no financial impact, the Agreement total amount not to exceed of \$2,287,521.00 shall remain the same.

LINK TO STRATEGIC PLAN

Customers and Community

Financial Excellence

Stewardship

EXHIBITS

1. Second Amendment to the Professional Service Agreement with Periscope