



Meeting Date: March 28, 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 Chief Executive Officer

RECOMMENDED ACTION: Authorize CEO or His Designee to Negotiate and Execute a Materials Agreement for Annual Steel Pole Purchases with KBS Electrical Distributors

BACKGROUND

On September 25, 2023, New Braunfels Utilities (“NBU”) issued a request for bids for a contract for Annual Steel Pole Purchases. The purpose of this contract is to ensure NBU maintains an adequate stock of steel poles for projects associated with new construction and for as-needed maintenance and replacements to be completed by our Electric Operations department.

On October 30, 2023, NBU received five (5) bid submittals during the public bidding process. The submittals were evaluated and recommends the selection of KBS Electrical Distributors, Inc. as the lowest responsible bidder.

NBU staff requests that the Board of Trustees approve the Material Agreement (the “Contract”) with KBS to supply steel poles to maintain adequate stock of inventory materials.

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

FINANCIAL IMPACT

The total financial impact of the Contract with KBS Electrical Distributors, Inc. is a not to exceed of \$1,281,525 per year with a total amount not to exceed of \$6,407,625 for the term of the Contract.

LINK TO STRATEGIC PLAN

Customers and Community

Infrastructure and Technology

Stewardship

EXHIBITS

1. Material Agreement with KBS Electrical Distributors, Inc