

AGENDA ITEM MEMO

BOARD MEETING DATE: May 4, 2023

TO: Board Members

THROUGH: Jeff Walker, Executive Administrator
Ashley Harden, General Counsel
Rebecca Trevino, Chief Financial Officer

FROM: Cameron Turner, Director, Procurement and Contract Services

SUBJECT: Quarterly Contracting and Purchasing Report

ACTION REQUESTED

No action requested. This is a briefing item regarding material changes to contracts for goods and services executed during the second quarter of fiscal year 2023, and the contract and performance report for the second quarter of fiscal year 2023.

BACKGROUND

Pursuant to Section 2155.088 of the Texas Government Code, enclosed are the material changes made to contracts for goods and services awarded under Chapter 2155 of the Texas Government Code for the period of December 1, 2022, to February 28, 2023. See Attachments 1 and 2.

The material changes are those that: (1) extend the length of or postpone the completion of a contract for six months or more; or (2) increase the total consideration to be paid under a contract by at least 10 percent. The enclosed report indicates the contractor, a description of the material change, the dollar amount of the material change (if any), and the beginning and end dates of the contract.

In accordance with requirements established under Texas Administrative Code (TAC) Chapter 353, Subchapter J, Section 353.140, enclosed is risk and contract monitoring reporting for contracts executed during the period December 1, 2022, to February 28, 2023. See Attachment 3.

The reporting includes contractor, project and cost information for each contract executed, along with the risk rating of the contract and whether enhanced contract monitoring is required.

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Leading the state's efforts in
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Brooke T. Paup, Chairwoman | George B. Peyton V, Board Member | L'Oreal Stepney, P.E., Board Member
Jeff Walker, Executive Administrator

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RECOMMENDATION

The Executive Administrator concludes this report meets the requirements of Texas Government Code § 2155.088 and 31 TAC Chapter 353, Subchapter J, Section 353.140.

Attachments:

1. Contract Amendments executed by the Texas Water Development Board
2. Purchase Order Change Notices issued by the Texas Water Development Board
3. Contracts Executed by the Texas Water Development Board subject to enhanced Contract Monitoring

Attachment 1

Contract Amendments executed by the Texas Water Development Board

Period: December 1, 2022, to February 28, 2023

Contract Number	Contractor	Description	Amendment	Office	Contract Manager	Start Date	Expiration Date	Original Amount	Amended Amount
2100012541	CMP Management, Inc.	Event Management Services - Texas GIS forum and training	Extension of contract expiration	TNRIS	Patricia Blanton	4/30/2021	1/31/2025	\$0.00	No change
2101792544	Freese & Nichols, Inc.	Statewide Flood Modeling and Mapping Services	Increase funding and issue additional task order to the scope of work, to develop Nature-Based Solutions for Flood Mitigation	WSC	Rewati Niraula	8/19/2021	8/31/2024	\$2,214,257.10	\$2,664,220.10
2101792545	Half Associates, Inc.	Statewide Flood Modeling and Mapping Services	Increase funding and issue additional task order to the scope of work, to update the Floodplain Management in Texas Quick Guide, to include advancements and changes to state and federal programs.	WSC	Manuel Razo	8/19/2021	8/31/2024	\$1,653,660.00	\$1,743,660.00

Attachment 2

Purchase Order Change Notices issued by the Texas Water Development Board

Period: December 1, 2022, to February 28, 2023

Purchase Order Number	Contractor	Description	Office	Contact Person	Start Date/ End Date	Original Amount	Amended Amount
23-0100	Council of Infrastructure Financing Authorities	Cost increase for additional staff conference registrations	EXEC	Gabriela Garcia	11/06/2022 - 11/09/2022	\$1,485.00	\$2,035.00
23-0209	Uline	Cost increase for laptop accessory storage-related supply items	O&A	Ash Trevino	11/13/2022 - Upon receipt and issuance of payment	\$193.90	\$224.23
23-0052	WorkQuest	Time extension of temporary Purchaser III for Procurement and Contract Services	FIN	Lauren Grooms-Meyers	08/29/2022 - 2/28/2023	\$47,020.80	\$47,192.23
23-0352	Diversified Communications	Staff registrations to American Society of Photogrammetry and Remote Sensing conference during Geo Week	TNRIS	Patricia Blanton	01/26/2023 - Upon issuance of payment	\$2,090.00	\$3,140.00
23-0212	Xerox Corp	Encumbrance corrective entry for annual cost of printer and copier lease charges for Houston, Harlingen, and Mesquite field offices	WSI	Demetra Underwood-Roane	09/01/22 - 08/31/23	\$532.47	\$5,857.17

Attachment 3

Contracts Executed by the Texas Water Development Board subject to enhanced Contract Monitoring

Period: December 1, 2022, to February 28, 2023

Contract Number	Contractor	Description	Office	Contract Manager	Start Date	Expiration Date	Contract Amount	Risk Category	Enhanced Monitoring Required
2248302660	Intera, Inc.	Develop the numerical model for the Cross Timbers Aquifer.	WSC	Daryn Hardwick	12/08/2022	11/30/2024	\$800,000	Low	No*
2300012691	Enprotec/Hibbs & Todd, Inc.	Asset Management Plan for Small Systems Barton Water Supply Corporation El Tanque Water Supply Corporation Tom Green County Fresh WSD 2 Winkler Water Supply Corporation	WSI	Patrick Kading	12/27/2022	08/31/2025	\$400,000	Low	No*
2300012692	Freese & Nichols, Inc.	Asset Management Plan for Small Systems City of Olton	WSI	Patrick Kading	01/06/2023	08/31/2025	\$100,000	Low	No*
2300012693	Garver, LLC	Asset Management Plan for Small Systems Falfurrias Utility Board - Encino	WSI	Patrick Kading	02/13/2023	08/31/2025	\$100,000	Low	No*
2300012694	GHD, Inc.	Asset Management Plan for Small Systems City of Crawford City of Mart City of Midway North Zulch MUD	WSI	Patrick Kading	01/02/2023	12/31/2025	\$400,000	Low	No*
2300012695	Hanson Professional Services, Inc.	Asset Management Plan for Small Systems City of George West	WSI	Patrick Kading	12/27/2022	08/31/2025	\$100,000	Low	No*

Attachment 3

Contracts Executed by the Texas Water Development Board subject to enhanced Contract Monitoring

Period: December 1, 2022, to February 28, 2023

2300012696	HR Green, Inc	Asset Management Plan for Small Systems City of Wallis Colorado County WCID 2	WSI	Patrick Kading	01/11/2023	08/31/2025	\$300,000	Low	No*
2300012697	LSPS Solutions, LLC	Asset Management Plan for Small Systems Markham MUD Matagorda County WCID 5	WSI	Patrick Kading	01/02/2023	08/31/2025	\$200,000	Low	No*
2300012698	Texas Rural Water Association	Asset Management Plan for Small Systems Bell County WCID 5 Bistone Municipal WSD City of Rosebud East Rio Hondo WSC - Lozano	WSI	Patrick Kading	01/03/2023	08/31/2025	\$400,000	Low	No*

**Enhanced monitoring is not required for these contracts, based on the Risk Category; included here, however, as these are new contracts for goods and services subject to Texas Government Code § 2155, executed during the quarter.*