

Texas Water Development Board

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TO: Board Members

THROUGH: Jeff Walker, Executive Administrator
Todd Chenoweth, General Counsel
Edna Jackson, Deputy Executive Administrator, Operations and Administration

FROM: Lisa Farrell, Contract Specialist, Contracting and Purchasing
David Carter, Director of Support Services and Contract Administration

DATE: July 17, 2018

SUBJECT: Contract Amendment and Contract Monitoring Report

ACTION REQUESTED

Consider approving material changes to contracts for goods and services executed during the third quarter of fiscal year 2018; and the contract and performance report for the third quarter of fiscal year 2018.

BACKGROUND

Pursuant to Section 2155.088 of the Texas Government Code, enclosed for your consideration are the material changes made to contracts for goods and services awarded under Chapter 2155 of the Texas Government Code for the time period March 1, 2018 to May 31, 2018. See Attachment 1.

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.

Our Mission	:	Board Members
To provide leadership, information, education, and support for planning, financial assistance, and outreach for the conservation and responsible development of water for Texas	:	Peter M. Lake, Chairman Kathleen Jackson, Board Member Brooke T. Paup, Board Member
	:	Jeff Walker, Executive Administrator

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In accordance with requirements established under Texas Administrative Code Chapter 353, Subchapter J, Section 353.140 enclosed for your further consideration is risk and contract monitoring reporting for contracts executed during the period March 1, 2018 to May 31, 2018. See Attachment 2.

The reporting includes contractor, project and cost information for each contract executed, along with the risk rating of the contract and whether or not enhanced contract monitoring is required.

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 and recommends approval.

- Attachment(s):
- 1: Contract Amendments and Purchase Order Change Notices executed by the Texas Water Development Board
 - 2: Contracts Executed by the Texas Water Development Board subject to Contract Monitoring

Attachment 1
Contract Amendments Executed by the Texas Water Development Board
Period: March 1, 2018 to May 31, 2018

There are no Contract Amendments that require reporting under Section 2155.088 for this period.

Purchase Order Change Notices issued by the Texas Water Development Board
Period: March 1, 2018 to May 31, 2018

CONTRACTOR/ PURCHASE ORDER	DESCRIPTION	ORIGINAL AMOUNT	CHANGE REASON	AMENDED AMOUNT	CONTACT PERSON	START DATE/ END DATE	OFFICE	PCC CODE
SHI 580-18-0273	GOTO Meeting/GOTO Webinar annual subscription.	\$1,149.60	Increase of \$2,162.40 and extension of service date to 02/28/2019.	\$3,312.00	Darrell Tompkins	09/01/2017 – 02/28/2019	O&A	I
Universal Manufacturing 580-18-0433	Aluminum Rohn Tower 9-30 with 1 5/8 inch collar, Roof Mount for Rohn Tower with 18 inch base, Aluminum Rohn Tower 14" Top with 1 5/8 inch collar and Roof Mount for Rohn Tower with 14 inch base	\$4,900.00	Increase of \$650.00 to cover additional shipping charges.	\$5,550.00	Leyon Green	04/10/2018 – 08/31/2018	WSC	I

Attachment 2

**Contracts Executed by the Texas Water Development Board subject to Contract Monitoring
Period: March 1, 2018 to May 31, 2018**

CONTRACTOR/ CONTRACT NO.	PROJECT DESCRIPTION	CONTRACT AMOUNT	START DATE/ END DATE	CONTRACT MANAGER	OFFICE	RISK RATING	ENHANCED MONITORING REQUIRED?
Greenberg Traurig 1800012177	Outside Bond Counsel and Disclosure Services	\$1,000,000.00	09/01/2017 - 08/31/2019	Georgia Sanchez	Finance	Low	Not required
Half Associates, Inc. 1800012208	State Flood Assessment	\$599,900.00	12/05/2017 - 08/31/2019	Mindy Conyers	WSC	Low	Not required
HDR Engineering, Inc. 1800012227	Uniform Costing Tool for Regional Water Planning	\$40,000.00	02/14/2018 - 03/31/2018	Ron Ellis	WSI	Low	Not required
Half Associates, Inc. 1800012225	Cooperating Technical Partners - FEMA	\$328,961.00	01/22/2018 - 09/09/2019	Manuel Razo	WSC	Low	Not required