

AGENDA ITEM MEMO

BOARD MEETING DATE: October 7, 2021

TO: Board Members

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

FROM: Jessica N. Peña, Deputy Executive Administrator, Water Supply and
Infrastructure
T. Clay Schultz, Ph.D., Director, Regional Water Project Development

SUBJECT: Contract Renewal for Engineering Services

ACTION REQUESTED

Consider authorizing the Executive Administrator to execute an interagency contract with the University of Texas at Arlington in an amount not to exceed \$772,500 to provide engineering services.

BACKGROUND

The Texas Water Development Board (TWDB), through its office of Water Supply and Infrastructure (WSI), is responsible for ensuring that infrastructure projects funded with TWDB programs are constructed in accordance with programmatic requirements and approved plans and specifications. In addition, WSI engineering staff, via delegation of authority by the Executive Administrator, are authorized to inspect the construction and materials of any project at any time.

To supplement WSI's engineering functions, the TWDB entered an interagency contract with the University of Texas at Arlington (UTA) in January 2020 (Contract 2000012402), to provide engineering services. The contract includes four tasks:

- Technical and engineering assistance for plan reviews;
- On-site inspection services;
- Development of program guidance manuals for use by external customers;
- and,

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Brooke T. Paup, Chairwoman | Kathleen Jackson, Board Member

Jeff Walker, Executive Administrator

- Clean Water State Revolving Fund Intended Use Plan Development-Project Information Form scoring.

KEY ISSUES

The work performed under this contract has proved beneficial to the agency. The budget for the current contract is expected to be exhausted later this fall. In order to continue these services through Fiscal Year (FY) 2022, UTA has provided a proposed scope of work and budget that includes the four tasks noted above and one additional task. The additional task is to provide technical and administrative assistance for Certificates of Approval (COAs) and project closeout. The TWDB issues COAs to close out each construction contract and to authorize the project owner to release final retainage. The total proposed budget for the FY 2022 contract, which includes the expanded scope, is \$772,500.

RECOMMENDATION

In order to continue to provide supplemental engineering services, the Executive Administrator recommends approval to authorize the execution of a contract for engineering services with the University of Texas at Arlington in an amount not to exceed \$772,500.