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**AGENDA ITEM MEMO**

**BOARD MEETING DATE:** May 9, 2024

**TO:** Board Members

**THROUGH:** Bryan McMath, Interim 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**

Briefing and discussion on material changes to contracts for goods and services executed during the second quarter of Fiscal Year 2024, and the contract and performance report for the second quarter of Fiscal Year 2024. No action requested.

**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 period of December 1, 2023, to February 29, 2024. 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 change where applicable, 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 for your further consideration is the risk and contract monitoring report. See Attachment 3.

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Leading the state's efforts  
in ensuring a secure  
water future for Texas

Brooke T. Paup, Chairwoman | George B. Peyton V, Board Member | L'Oreal Stepney, P.E., Board Member  
Bryan McMath, Interim Executive Administrator

Board Members

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The report 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.

**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.

**Attachment(s):**

1. Contract Amendments
2. Purchase Order Change Notices
3. Contracts subject to Enhanced Contract Monitoring

**Attachment 1**

Contract Amendments

Period: December 1, 2023, to February 29, 2024

Contract Number	Contractor	Description	Amendment	Office	Contract Manager	Start Date	Expiration Date	Original Amount	Amended Amount
2200012624	The University of Texas at Arlington	Brazos River Basin Streamflow Study	Second six-month extension, extending the contract until August 31, 2024	WSC	Amanda Burke	3/21/2022	8/31/2024	\$100,000.00	No change
2100012525	Hilltop Securities, Inc.	Financial Advisor	Second time extension and first increase of contract value. Increases contract by \$1,960,000.00 and extends to February 28, 2025  <i>*NOTE: Article II, Item 2 'Term and Termination' provides TWDB an option to extend up to three times for additional 12-month periods, but in no event beyond March 1, 2026.</i>	FINANCE	Georgia Sanchez	4/2/2021	2/28/2025	\$1,960,000.00	\$3,920,000.00
2101792545	Halff Associates, Inc.	Statewide Flood Modeling and Mapping Master Services Agreement	Task Order 8 (\$20,000.00) Task Order 9 (\$624,860.00) Task Order 10 (\$1,350,480.00)	WSC	Nathan Brock	8/19/2021	8/31/2024	\$4,626,597.00	\$6,621,937.00

**Attachment 1**

Contract Amendments

Period: December 1, 2023, to February 29, 2024

<b>Contract Number</b>	<b>Contractor</b>	<b>Description</b>	<b>Amendment</b>	<b>Office</b>	<b>Contract Manager</b>	<b>Start Date</b>	<b>Expiration Date</b>	<b>Original Amount</b>	<b>Amended Amount</b>
2101792545	Freese & Nichols, Inc.	Statewide Flood Modeling and Mapping Master Services Agreement	Task Order 7 (\$824,960.94)	WSC	Rewati Niraula	3/10/2021	8/31/2024	\$5,280,623.24	\$6,105,584.18

**Attachment 2**

Purchase Order Change Notices

Period: December 1, 2023, to February 29, 2024

<b>Purchase Order Number</b>	<b>Contractor</b>	<b>Description</b>	<b>Office</b>	<b>Contact Person</b>	<b>Start Date/ End Date</b>	<b>Original Amount</b>	<b>Amended Amount</b>
24-0247	Fish Fish & Long DBA Texas Legislative Service	Added \$435.00 of funding for the Fourth Called Special Legislative Session	EXEC	Gabriela Garcia	11/7/2023 – 12/5/2023	\$450.00	\$885.00
24-0322	Workquest	Added \$6,544.80 for an additional paid intern in WSI	O&A	Sergio Pellicano	1/23/2024 – 4/16/2024	\$6,544.80	\$13,089.60

**Attachment 3**

Contracts subject to Enhanced Contract Monitoring

Period: December 1, 2023, to February 29, 2024

<b>Contract Number</b>	<b>Contractor</b>	<b>Description</b>	<b>Office</b>	<b>Contract Manager</b>	<b>Start Date</b>	<b>Expiration Date</b>	<b>Contract Amount</b>	<b>Risk Category</b>	<b>Enhanced Monitoring Required</b>
2400012767	Norton Rose Fulbright	OAG Contract #2024-580-0241 Bond and Disclosure Counsel	FINANCE	Georgia Sanchez	9/27/2023	8/31/2025	\$990,000.00	LOW	NO
2300012738	Neubus, Inc.	Agency Digitization Initiative (ADI)	O&A	Natalie McCrory	7/12/2023	7/11/2024	\$1,000,000.00	HIGH	YES

*\*Enhanced monitoring is required for high-risk contracts; however, all new goods and services procured under Texas Government Code § 2155 during the previous quarter are also included in this report, subject to the performance monitoring requirements in Texas Government Code §§ 2261.253 - 2261.256.*