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AGENDA ITEM MEMO

BOARD MEETING DATE: March 31, 2026

TO: Board Members

THROUGH: Bryan McMath, Executive Administrator
Ashley Harden, General Counsel
Jessica Peña, Deputy Executive Administrator, Water Supply and Infrastructure
Marvin Cole-Chaney, Director, Water Supply and Infrastructure, Program Administration and Reporting

FROM: Patrick Kading, Manager, Federal Program Administration
LaTrichia Spikes, WUTAP Coordinator, Federal Program Administration

SUBJECT: Water Utilities Technical Assistance Program – State Fiscal Year 2026

ACTION REQUESTED

Consider authorizing the Executive Administrator (EA) to:

- 1) Select contractors that may be used to complete Water Utilities Technical Assistance Program (WUTAP) contract deliverables on behalf of participant systems.
- 2) Select systems to participate in the State Fiscal Year (SFY) 2026 round of WUTAP.
- 3) Initiate and enter into contracts in a total cumulative amount not to exceed \$2,000,000 to implement the WUTAP.

BACKGROUND

The Texas Water Development Board (TWDB) funds projects through its Drinking Water and Clean Water State Revolving Fund (SRFs) programs to help entities comply with the Safe Drinking Water Act and the Clean Water Act (Acts).

Historically, entities often struggle with the Project Information Form (PIF) and full application submittals because they lack information about their systems and operations. To address this, the TWDB implemented WUTAP to provide technical assistance services to SRF-eligible entities. The goal is to improve organizational health and better position entities to apply for funding and address compliance issues with the Acts.

The program will be funded from loan origination fees from the Clean Water State Revolving Fund (CWSRF) and the Drinking Water State Revolving Fund (DWSRF). Additional funding sources may be used as needed.

<p>Our Mission</p> <p>Leading the state’s efforts in ensuring a secure water future for Texas</p>	<p>⋮</p> <p>⋮</p> <p>⋮</p> <p>⋮</p> <p>⋮</p>	<p>Board Members</p> <p>L’Oreal Stepney, Chairwoman W Brady Franks, Board Member Ashley Morgan, Board Member</p> <p>Bryan McMath, Executive Administrator</p>
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Activities the selected contractors will complete for the selected participant systems may include:

- Project Information Form and Financial Assistance Application assistance.
- Development of water conservation plans, including addressing water loss, as part of the completion of the TWDB financial assistance application process.
- Review processes to minimize fraud, waste and abuse risk and propose recommendations for best management practices.
- Evaluation and/or preparation of a rate study.
- Development of processes for budgeting, record keeping, and the preparation of financial statements.
- Assistance/training on procurement processes in accordance with state and federal funding requirements.

PRE-QUALIFIED CONTRACTORS

A Request for Qualifications was posted for solicitation on November 3, 2025, and responses were accepted through December 9, 2025. Twenty-one vendors submitted Statements of Qualifications by the deadline, and four did not satisfy the criteria. Seventeen of the remaining submittals were determined to meet qualification requirements and have been included in the pool of qualified contractors (Attachment 1).

PARTICIPANT SYSTEMS

For SFY 2026 WUTAP, there is a capacity to fund a minimum of 13 projects at an amount of up to \$150,000 per project, for a total amount not to exceed \$2,000,000.

Eligible systems are those eligible for funding through either the Drinking Water or Clean Water State Revolving Fund programs, with priority given to those that have not previously accessed TWDB funding.

Application Process

An application period for potential participant systems was opened on November 3, 2025, and will remain open throughout the year. A total of 17 applications were received, and all were deemed eligible for the program. Of the eligible applications received, seven were for drinking water systems; one for a wastewater system and nine for both the drinking water and wastewater systems of entities.

Prioritization and Selection

The applications were scored and ranked for prioritization. Scoring criteria include system size, rural classification, annual household income, operations history, recent growth in people and connections served, audit history, history of applying for TWDB funding, experience with federal disadvantaged business enterprise requirements, rate analysis history, water conservation plan, and documented procedures for operations and maintenance related to cash management, accounts receivable/payable, financial statement preparation, and internal control processes. A total of 60 points were possible. In the event of a tie, the smallest system (serving the fewest number of connections) won the tiebreaker.

Additional prioritized entities may be invited to participate as funding is available.

RECOMMENDATION

Authorize the Executive Administrator to:

- a) Select contractors to complete WUTAP deliverables for participant systems,
- b) Select systems to participate in the SFY 2026 WUTAP round, subject to available funding; and
- c) Initiate and execute contracts totaling up to \$2,000,000 to implement WUTAP.

Attachments:

1. SFY 2026 Qualified Contractor List
2. SFY 2026 Participant System Applications Received List

Water Utilities Technical Assistance Program
SFY 2026 Qualified Contractors List

- Ardurra Group Inc.
- Burke & Walker Engineering
- Caso Law Firm, PLLC CLF Enterprise
- Communities Unlimited
- Crowe LLP
- Enprotec / Hibbs & Todd, Inc.
- Half Associates, Inc.
- International Consulting Engineers
- LSPS Solutions, LLC.
- NewGen Strategies & Solutions
- Pape-Dawson Consulting Engineers, LLC.
- Raftelis Financial Consultants
- RJN Group Inc.
- RSM US LLP
- Schaumburg & Polk, Inc.
- Tetra Tech Inc.
- Texas Rural Water Association

Water Utilities Technical Assistance Program
 SFY 2026 Participant Systems Applications Received

System	Type (Water or Wastewater)	County
Bayview MUD	Both	Galveston
Cego-Durango WSC	Water	Falls
Chalk Bluff WSC	Water	McLennan
City of Burton	Both	Washington
City of Heath	Water	Rockwall
City of Lampasas	Both	Lampasas
City of Malone	Both	Hill
City of Nederland	Both	Jefferson
City of River Oaks	Both	Tarrant
Coryell City WSD	Water	Coryell
Elm Creek WSC	Water	McLennan
Fort Clark MUD	Both	Kinney
Golinda WSC	Water	Falls
Kempner WSC	Water	Lampasas
Lake Lavon Baptist Encampment	Wastewater	Collin
Sheridan WSC	Both	Colorado
Town of Bayside	Both	Refugio