



Finance Committee

W E D N E S D A Y , M A R C H 6 , 2 0 2 4





Call Open Meeting To Order



Public Comments

Items For Presentation And Discussion

1. Presentation, Discussion, and Possible Recommendation of the Brownsville Public Utilities Board's Financial Performance Report for the Period Ending January 31, 2024 -Monica Cavazos
2. Presentation, Discussion, and Possible Recommendation on Awarding Contract for Grant Consulting Services -Miguel Perez
3. Presentation, Discussion, and Possible Recommendation to Review and Update the Finance Committee Charter -Miguel Perez
4. Discussion of the Annual Debt Obligations Post Issuance Compliance Certification by the Chief Financial Officer -Monica Cavazos





Grant Management and Consulting Services

MARCH 6, 2024

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Background

BPUB has one full time staff position, a Grants Coordinator, who is tasked with researching grant opportunities. This individual meets with the various departments to establish capital infrastructure project priorities and O&M needs which are then matched to federal and state programs for potential grant funding.

In recent years BPUB has experienced an increase in projects that can benefit from external funding sources (such as the SRWA Optimization and/or Expansion projects) to reduce the burden on existing base rates.

The BPUB Executive team has tasked the Grants department with increasing the number of grant opportunities reviewed to fund projects throughout the Organization.

P02024 Grant Management and Consulting Services

- On December 2nd and 9th, 2023, BPUB advertised a Request for Proposals for Grant Management and Consulting Services
- A total of five (5) firms submitted proposals
- A review committee (consisting of finance and purchasing staff) read through the proposals and ranked each of the firm's proposal based on 4 categories:
 - Qualifications
 - Experience
 - Methodology
 - Cost

Selected Firm

Based on the ranking, BPUB staff recommends the selection of iParametrics to help with grant research and management.

They were amongst the top ranked candidates in the “qualifications”, “experience”, and “methodology” categories. Where they set themselves apart, was their estimated costs amongst the other top ranked firms.

The costs presented by every firm can vary depending on the complexity of the grant application. Their fees were estimated based on projected hours. iParametrics were the clear choice based on the value they offer per grant application.

Hiring an Additional Grants Coordinator

Grant Employee Hierarchy:

	Starting Annual Salary	Benefits (28.90%)	Total Compensation
Grants Coordinator Apprentice	\$39,957	\$11,548	\$51,505
Grants Coordinator	\$56,222	\$16,245	\$72,467
Senior Grants Coordinator	\$65,083	\$18,809	\$83,892

Pros

- Potentially costs less than hiring outside consultant depending on the number grant applications submitted
- Extra staff to assist with grants functions

Cons

- Difficult to find a candidate with experience in all three utilities
- Potential learning curve from 1 to 2 years based on candidate's background and experience
- This is a recurring Personnel O&M expense which may not be offset by grant awards

Questions?

Closed Meeting

1. Discussion of the Brownsville Public Utilities Board's progress on Natural Gas Hedging Strategies and Power Supply (Sec.551.086).
2. Presentation, Discussion, and Possible Recommendation of Information Upon Pricing of Purchased Power, Generation, and Fuel and Their Impact Upon the Fuel, Purchased Energy, and Marketing Charge (Sec. 551.086).





Reconvene Open Meeting

Discussion and Possible Recommendation on Closed Meeting Items



Discussion and/or Requests for Future Agenda Items





Adjournment
