



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement

**DCM:** David Gaines

**DATE:** June 28, 2022

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with J.C. Commercial, Inc., for the Fleet Maintenance Expansion project; providing for the expenditure of funds therefor; and providing an effective date (CSP 7750 – awarded to J.C. Commercial, Inc., in the not-to-exceed amount of \$5,692,326.00).

### **INFORMATION/BACKGROUND**

Fleet Services staff recognized the need for additional bay space in 2014 initially to accommodate the maintenance of Compressed Natural Gas (CNG) trucks. Plans were proposed for a four (4) bay expansion that were not advanced at that time due to financial considerations. A proposed expandable six (6) bay fleet annex was considered in 2016 to be constructed on property at the Solid Waste facility. Plans were not advanced at that time due to site considerations. On June 26, 2018, Blue Ridge Services, Inc. presented recommendations from an operational review and staffing study the firm conducted on the Solid Waste Department's operations. The report indicated the current fleet maintenance facility has reached capacity and recommended future expansion of the facility and the addition of dedicated refuse truck technicians. Fleet staff, working with Facilities Management, explored several options for increasing the current number of repair bays. In May 2018, staff presented three (3) options to City management. The recommended option of adding (12) bays to the current facility was approved for Council review and consideration. Ultimately, after funding and construction were approved and before the selection of a contractor could be made, the project was put on hold due to the pandemic. This delay lasted 2 years.

The currently proposed Fleet expansion is a continuation of prior design work and approvals. The expansion will involve the addition of twelve (12) bays on the north end of the existing Fleet Facility encompassing 16,404 square feet. In addition to the planned bay space, 1,409 square feet of vehicle wash station will be relocated to the north end of the expansion. Awnings will be installed on the east side of the existing and new heavy bays, and an overhead crane will be installed as part of the new construction. Completion time is estimated at 365 days from approval.

This facility expansion project will allow Fleet Services to add additional technical staff, as recommended in the Blue Ridge Study, to better meet the vehicle and equipment repair needs of the City of Denton departments.

The Fleet Maintenance Expansion project has a total estimated cost of \$5,692,326. This estimate includes a \$4,943,580 total base bid amount and a contingency of \$748,746. A contingency allowance is for the sole

use of the City and will be subject to written authorization by the City's Project Manager and Program Manager.

Competitive Sealed Proposals were sent to 885 prospective suppliers of this item, including 67 Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Three (3) proposals were received, references were checked, and proposals were evaluated based upon published criteria including key personnel, quality and reputation, schedule, safety record, and price. Based upon this evaluation, J.C. Commercial, Inc. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	911, 912, 913, and 914
Notifications sent for Solicitation sent in IonWave:	885
Number of Suppliers that viewed Solicitation in IonWave:	21
HUB-Historically Underutilized Business Invitations sent out:	88
SBE-Small Business Enterprise Invitations sent out:	320
Responses from Solicitation:	3

### **RECOMMENDATION**

Award a contract with J.C. Commercial Inc., for the Fleet Maintenance Expansion project, in a not-to-exceed amount of \$5,692,326.

### **PRINCIPAL PLACE OF BUSINESS**

J.C. Commercial, Inc.  
Lewisville, TX

### **ESTIMATED SCHEDULE OF PROJECT**

This project will be started upon approval with a completion date within 365 calendar days.

### **FISCAL INFORMATION**

These services will be funded from Fleet Services Expansion account 820026726.1360.40100. Requisition #156003 has been entered into the Purchasing software system in the amount of \$4,943,580. The budgeted amount for this item is \$5,692,326.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Evaluation Sheet  
Exhibit 3: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Scott Gray, 940-349-7744.

Legal point of contact: Marcella Lunn at 940-349-8333.