



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** January 14, 2025

### 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 Argent Associates, Inc., for the supply of communications inventory for the Communications Department to be stocked in the City of Denton Warehouse; providing for the expenditure of funds therefor; and providing an effective date (IFB 8634 – awarded to Argent Associates, Inc., for two (2) years, with the option for two (2) additional one (1) year extensions, in the total four (4) year not-to-exceed amount of \$875,000.00).

### STRATEGIC ALIGNMENT

This action supports Key Focus Area: Enhance Infrastructure and Mobility.

### INFORMATION/BACKGROUND

The items on this IFB are used to supply ethernet and fiber optic connections in the City of Denton buildings. These items are used to transfer data across buildings while other supplies support the data transfer and allows for the data to be accessed via computer. These items will be received and distributed through a centralized warehouse. The Warehouse Capital account will be used to purchase these items, store them in the warehouse, and charge them out to the using dept as needed.

Based on the Estimated Annual Quantity on the previous contract Bid 7405, it is estimated that the city will require an average of \$205,000 annually to purchase communications supplies. A contingency for price increases has been added.

<b>Project Description</b>	<b>Estimated 4-Year Expenditure</b>
Year 1	\$205,000
Year 2	205,000
Year 3	205,000
Year 4	205,000
Contingency for Price Increase	55,000
<b>Total</b>	<b>\$875,000</b>

Invitation for Bids was sent to 286 prospective suppliers of this item. In addition, specifications were placed on the Procurement website for prospective suppliers to download, and advertised in the local newspaper. Five (5) bids meeting specifications were received. The lowest bid was received by Argent Associates, Inc.

### **RECOMMENDATION**

Award a contract to Argent Associates, Inc., for the supply of communications inventory for the Communications Department to be stocked in the City of Denton Warehouse, in a two (2) year, with the option for an additional two (2) one (1) year extensions, the four (4) year total not-to-exceed amount of \$875,000.

### **PRINCIPAL PLACE OF BUSINESS**

Argent Associates, Inc.  
Plano, TX

### **ESTIMATED SCHEDULE OF PROJECT**

This is an initial two (2) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

### **FISCAL INFORMATION**

These items will be funded out of the Warehouse Working Capital account, stocked in the Warehouse, and charged back to the using department as needed. The budgeted amount for this item is \$875,000.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Bid Tabulation  
Exhibit 3: Ordinance and Contract

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

For information concerning this acquisition, contact: Keith Kading, 940-349-7178.

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