



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: November 14, 2023

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a Professional Services Agreement with Hoar Program Management, LLC, for project management services for Fire Station #9, the Service Center, the Solid Waste Fleet, and the Fleet Services Expansion for the Capital Projects Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8245-001 – professional services agreement for project management services awarded to Hoar Program Management, LLC, in the not-to-exceed amount of \$2,588,509.00).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

Hoar Program Management (HPM) was selected from a prequalified list for project management services for vertical construction projects. HPM has experience performing project management services as a subcontractor under a different contract for Fire Station #9, Solid Waste Fleet, and Fleet Services Expansion. The terms of that existing contract were ended requiring a new contract for continued services. Based on their knowledge and experience with these existing projects and a good performance record, HPM ranked highest to continue these services. Project management services for the Service Center were also included in this contract. HPM has knowledge of the existing Service Center site, and various stakeholders' needs making them a valuable asset to the project team.

Estimated expenditures per project are provided below. The contract is structured based on hourly rates with a not-to-exceed amount.

Project Description	Estimated Expenditure
Fire Station #9	\$221,696
Solid Waste Fleet	\$373,484
Fleet Services Expansion	\$48,560
Service Center	\$1,892,669
Reimbursement Allowance	\$52,100

Request for Qualifications for project management services for various vertical construction projects for the Capital Improvement Projects Department was solicited using the City's formal solicitation process. City Council approved a pre-qualified list of professional service firms on August 15, 2023 (Ordinance 23-1521).

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 15, 2023, City Council approved RFQ 8245 for a prequalified list of firms for project management services for various vertical construction projects for the Capital Improvement Projects Department (Ordinance 23-1521).

RECOMMENDATION

Award a contract with Hoar Program Management, LLC, for project management services for Fire Station #9, the Service Center, the Solid Waste Fleet, and the Fleet Services Expansion for the Capital Projects Department, in a not-to-exceed amount of \$2,588,509.

PRINCIPAL PLACE OF BUSINESS

Hoar Program Management, LLC
Dallas, TX

ESTIMATED SCHEDULE OF PROJECT

These services will be started upon approval with a completion date of December 31, 2028.

FISCAL INFORMATION

These services will be funded from a combination of the accounts listed below.

Fleet Services Expansion	820026726	\$55,000
Fire Station #9	100318409	\$240,000
Solid Waste Fleet	660894595	\$390,000

Requisition #162410 has been entered into the Purchasing software system in the amount of \$685,000.00 for current projects.

EXHIBITS

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

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

For information concerning this acquisition, contact: Seth Garcia, 940-349-8938.

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