



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: May 7, 2024

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 #5 & Fire Station #6 for the Capital Projects Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8245-004 – Professional Services Agreement for project management services awarded to HOAR Program Management, LLC, in the not-to-exceed amount of \$753,044.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Support Healthy and Safe Communities.

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 for Fire Stations. Based on their knowledge and experience with similar projects and a good performance record, HPM ranked highest in providing these services and various stakeholders' needs making them an 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 of \$753,044.

Project Description	Estimated Expenditure
Fire Station #5	\$423,339.00
Fire Station #6	329,705.00
Total:	\$753,044.00

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 #5 & Fire Station #6 for the Capital Projects Department, in a not-to-exceed amount of \$753,044.

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 Q3 2026.

FISCAL INFORMATION

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

Fire Station 5 Vertical	250134475.1360.21100	\$423,339
Fire Station 6 Rebuild	100392475.1360.21100	329,705
	Total:	\$753,044

Requisition #164308 has been entered into the Purchasing software system in the amount of \$753,044. The budgeted amount for this item is \$753,044.

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: Trevor Crain, 940-349-7426.

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