



# 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  
**ACM:** Christine Taylor  
**DATE:** June 2, 2026

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to approve a pre-qualified professional services list for project management services for various vertical construction projects within the City of Denton for the Capital Projects Department; and providing an effective date (RFQ 9002 – for one (1) year, with the option for two (2) additional one (1) year extensions, in the total three (3) year term).

### **STRATEGIC ALIGNMENT**

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

### **INFORMATION/BACKGROUND**

The purpose of this pre-qualified list is to establish a pool of well-qualified resources to provide listed services specific to vertical construction in support of the City of Denton Capital Projects project management staff. The Capital Projects delivery team is responsible for the delivery of both vertical and horizontal construction projects for the City of Denton. This amounts to over one billion dollars of projects in design and construction. Staff will use this pre-qualified list to provide supplemental support to current project management staff. As new projects are identified, leadership will determine the project workload of current staff, identify specific project needs, and utilize these pre-qualified firms as necessary.

This list of pre-qualified firms will be accessed when the need arises to complete professional vertical construction project management services. Any qualified firm that submitted under this RFQ will be eligible to receive contracts for professional services that would go through the normal negotiation and Council award process. It is intended that this method of qualifying professional and engineering services required to deliver current and future project delivery will be repeated every three (3) years. A ranking of the pre-qualified vendors in the respective project category will be performed for every project using the pre-qualified list. The City will then negotiate scope and price with the highest-ranked firm. If the City and the firm cannot agree on the overall amount, the City moves on to the next-ranked firm to gain the best possible contract for the City and the project. Contracts over \$100,000 will require Council approval.

Request for Qualifications (RFQ) for professional project management services was sent to 1,770 prospective firms, including 50 Denton firms. In addition, the RFQ was placed on the Procurement website for prospective respondents to download and advertised in the local newspaper. Twenty (20) statements of qualifications (SOQ) were received. The SOQs were evaluated based on published criteria, including past performance, experience and qualifications of the firm, and experience and availability of the proposed

personnel. All firms scoring 75 or higher in a given category were placed on the pre-qualified list for that respective category. The evaluation team is recommending the approval of these firms for each category: project/program management, financial management, construction management, and on-site quality assurance.

NIGP Code Used for Solicitation:	918, 925, & 958
Notifications sent for Solicitation sent in IonWave:	1,770
Number of Suppliers that viewed Solicitation in IonWave:	100
HUB-Historically Underutilized Business Invitations sent out:	288
SBE-Small Business Enterprise Invitations sent out:	644
Responses from Solicitation:	20

### **RECOMMENDATION**

Recommend approval of a pre-qualified professional services list for project management services for various vertical construction projects within the City of Denton for the Capital Projects Department, as reviewed and qualified by City staff.

### **ESTIMATED SCHEDULE OF PROJECT**

This is an initial one (1) 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**

No funds are requested or required to be spent as part of this approval. Individual contracts will be negotiated with each firm, and purchasing orders will be issued as needed.

### **EXHIBITS**

- Exhibit 1: Agenda Information Sheet
- Exhibit 2: Evaluation Sheet
- Exhibit 3: Ordinance

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

For information concerning this acquisition, contact: Aaron Skinner, 940-465-8167.

Legal point of contact: Leah Bush at 940-349-8333.