



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement

ACM: Christine Taylor

DATE: May 6, 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 J.C. Commercial, Inc., for the construction of the Fleet Services HVAC Upgrade for the Facilities Management Department; providing for the expenditure of funds therefor; and providing an effective date (CSP 8692 – awarded to J.C. Commercial, Inc., in the not-to-exceed amount of \$3,872,165.85).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

In 2024, the City of Denton completed the Fleet Services Expansion project, which added 16,404 square feet to the existing Fleet Services building and a new wash bay. The project was completed by J.C. Commercial, Inc. (CSP #7750) for a total contract amount of \$5,692,326.

To enhance operational efficiency and create a safer, more comfortable work environment, Fleet Services plans to install HVAC systems in the newly expanded area and upgrade the existing building's HVAC units. Climate control in a vehicle maintenance shop is critical for maintaining optimal working conditions as technicians perform physically demanding tasks that require proper ventilation and temperature regulation. A well-regulated environment improves employee safety, reduces equipment wear from extreme temperatures, and helps preserve the integrity of temperature-sensitive vehicle components and fluids.

This project includes replacing existing bay doors with models designed for climate-controlled environments, installing new HVAC controls, making necessary electrical upgrades, and ensuring full compliance with fire alarm and safety requirements. The scope has been structured as a comprehensive bid package, ensuring all essential components are integrated for a fully functional and efficient climate control system.

The Fleet Services HVAC Upgrade project has a total estimated cost of \$3,872,165.85. This estimate includes a \$3,687,777 total base bid amount and a contingency of \$184,388.85. A contingency allowance, if any, is for the sole use of the City and will be subject to written authorization by the City's Project Manager.

| Category | Estimated Expenditure |
|-----------------------------|------------------------------|
| Fleet Services HVAC Upgrade | \$3,687,777.00 |
| Contingency (5%) | 184,388.85 |
| Total | \$3,872,165.85 |

Request for Proposals was sent to 1,203 prospective suppliers, including 82 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, with two (2) meeting specifications. References were checked, and proposals were evaluated based upon published criteria including personnel, experience, probable performance, safety, schedule, and price. Best and Final Offers (BAFO) were requested from the top firm. 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: | 1,203 |
| Number of Suppliers that viewed Solicitation in IonWave: | 16 |
| HUB-Historically Underutilized Business Invitations sent out: | 137 |
| SBE-Small Business Enterprise Invitations sent out: | 390 |
| Responses from Solicitation: | 3 |
| Responses Meeting Specifications: | 2 |

RECOMMENDATION

Award a contract with J.C. Commercial, Inc., for the construction of the Fleet Services HVAC Upgrade for the Facilities Management Department, in a not-to-exceed amount of \$3,872,165.85.

PRINCIPAL PLACE OF BUSINESS

J.C. Commercial, Inc.
Lewisville, TX

SUSTAINABILITY MEASURES

This project incorporates sustainability measures to improve energy efficiency and reduce long-term operational costs. The new HVAC systems will meet or exceed current energy efficiency standards, reducing overall power consumption. Upgraded HVAC controls will optimize system performance and minimize unnecessary energy use. Additionally, replacing the existing bay doors with insulated models will improve thermal retention, reducing strain on the HVAC system. These upgrades align with the City of Denton's commitment to sustainable facility management and operational efficiency.

ESTIMATED SCHEDULE OF PROJECT

These services will be started upon approval, with an estimated completion date of December 2025.

FISCAL INFORMATION

These services will be funded from Fleet HVAC account 820036726.1360.40100. Requisition #169820 has been entered into the Purchasing software system in the amount of \$3,687,777. The budgeted amount for this item is \$3,872,165.85.

EXHIBITS

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

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

For information concerning this acquisition, contact: Tom Gramer, 940-349-8480.

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