



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: November 18, 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 SwiftComply US OpCo Inc., for compliance tracking software for the Environmental Services and Sustainability, Denton Water Utilities, and Street Operations Departments; providing for the expenditure of funds therefor; and providing an effective date (RFP 8850 – awarded to SwiftComply US OpCo Inc., in the five (5) year not-to-exceed amount of \$92,028.00). The Public Utilities Board will consider this item on Monday, November 17, 2025.

STRATEGIC ALIGNMENT

This action supports Key Focus Area(s): Support Healthy and Safe Communities, Promote Sustainability and the Environment, and Pursue Organizational Excellence and Collaborative and Respectful Leadership.

INFORMATION/BACKGROUND

In May 2025, a Request for Proposal (RFP) was issued to identify and select a comprehensive Compliance Tracking Software solution. This initiative was driven by the need to centralize and streamline the management, tracking, and monitoring of regulated entities within the City of Denton. The objective is to ensure effective, efficient, and compliant processes related to the regulation of these entities.

The proposed software will enable the City of Denton to achieve the following key goals:

- **Centralize User Database:** By consolidating user information within one Compliance Tracking Software, City staff will be able to collaborate interdepartmentally to identify regulated users and streamline regulatory efforts.
- **Improved Efficiency:** Automated templating will ensure that control documents are issued quickly and reduce the risk of input errors.
- **Enhanced Reporting:** The software will be able to streamline reporting processes, reducing administrative burdens and allowing staff to focus on other strategic initiatives and regulatory requirements.

After evaluating submissions, SwiftComply US OpCo Inc. was selected as the most qualified provider based on its ability to meet these objectives and competitive pricing. Their proposal demonstrated superior

functionality, efficacy, and aligned most with the City’s operational goals. The selection process ensures the City receives the highest value for this investment.

Swift Comply Compliance Tracking Software Contract Estimate							
Description	Unit	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Implementation	One Time	\$13,000	-	-	-	-	\$13,000
Subscription Fees	Annually	9,144	14,425	15,146	15,904	16,699	71,318
10% Contingency							7,710
Total		\$22,144	\$14,425	15,146	15,904	16,699	\$92,028

Request for Proposals was sent to 361 prospective suppliers of this item, including four (4) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download, and were advertised in the local newspaper. Five (5) proposals were received and evaluated based upon published criteria, including experience, functionality, technical training and support, and price. Based upon this evaluation, SwiftComply US OpCo Inc. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	208 - Computer Software for Microcomputers (Preprogrammed)
Notifications sent for Solicitation sent in IonWave:	361
Number of Suppliers that viewed Solicitation in IonWave:	43
HUB-Historically Underutilized Business Invitations sent out:	76
SBE-Small Business Enterprise Invitations sent out:	208
Responses from Solicitation:	5

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 17, 2025, this item will be presented to the Public Utilities Board (PUB) for consideration.

RECOMMENDATION

Award a contract with SwiftComply US OpCo Inc., for compliance tracking software for the Environmental Services and Sustainability, Denton Water Utilities, and Street Operations Departments, in a five (5) year not-to-exceed amount of \$92,028.

PRINCIPLE PLACE OF BUSINESS

SwiftComply US OpCo Inc.
Pleasanton, CA

ESTIMATED SCHEDULE OF PROJECT

This is a five (5) year contract.

FISCAL INFORMATION

These services will be funded from account(s):

Environmental Services & Sustainability – Industrial Pretreatment	890300.7804	\$87,694.67
Denton Water Utilities & Street Operations – Backflow Prevention	630200.7879	\$4,333.33

Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$92,028.

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: Jordan Wilson, 940-349-8619.

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