



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: November 19, 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 Berry, Dunn, McNeil & Parker, LLC dba BerryDunn, through The Interlocal Purchasing System (TIPS) Cooperative Program Contract No. 230601 for a feasibility study of the Customer Information Service and Utility Billing systems for the Technology Services Department; providing for the expenditure of funds therefor; and providing an effective date (File 8684 – awarded to Berry, Dunn, McNeil & Parker, LLC dba BerryDunn, in the not-to-exceed amount of \$83,700.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Pursue Organizational Excellence and Collaborative and Respectful Leadership.

INFORMATION/BACKGROUND

BerryDunn will conduct a feasibility study of the City of Denton's Customer Information Service (CIS) and Utility Billing (UB) system by evaluating the current state to determine potential options for its replacement.

The table below outlines each application implementation project management costs conducted by Berry, Dunn, McNeil & Parker:

Project Description	Estimated 3-Year Expenditure
Project Initiation and Planning	\$14,000
Current State Assessment	24,400
Market Research	19,200
Future State Planning	16,600
Estimated Travel	9,500
Total	\$83,700

Pricing obtained through The Interlocal Purchasing System has been competitively bid and meets the statutory requirements of Texas Local Government Code 271.102.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 17, 2011, City Council approved the interlocal agreement with The Interlocal Purchasing System (Ordinance 2011-082).

RECOMMENDATION

Award a contract with Berry, Dunn, McNeil & Parker, LLC dba BerryDunn, for a feasibility study of the Customer Information Service and Utility Billing systems for the Technology Services Department, in a not-to-exceed amount of \$83,700.

PRINCIPAL PLACE OF BUSINESS

Berry, Dunn, McNeil & Parker, LLC dba BerryDunn
Portland, ME

ESTIMATED SCHEDULE OF PROJECT

This project will be started upon approval with an estimated completion date by the expiration of the TIPS contract by August 31, 2028.

FISCAL INFORMATION

The funding for this CIS & UB Feasibility Study is budgeted in the job cost account number 840181744.1365.30100. Requisition # 167080 has been entered into the Purchasing software system in the amount of \$83,700. The budgeted amount for this item is \$83,700.

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: Leisha Meine, 940-349-7823.

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