



AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: May 19, 2026

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 Halff Associates, Inc., for the development of a Pecan Creek Storm Water Master Plan update for the Drainage Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8377-016 – Professional Services Agreement for assessment services awarded to Halff Associates, Inc., in the not-to-exceed amount of \$1,057,370.00). The Public Utilities Board will consider this item on Monday, May 18, 2026.

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

The City of Denton does not have a city-wide storm water master plan (SWMP) to guide and prioritize capital projects. A Storm Water Master Plan Needs Assessment was completed in 2023 with the intent of identifying the areas of the City in most need of improvement and allowing future investments toward developing a SWMP to be focused on the most critical areas of the City. The Pecan Creek drainage basin is being prioritized to receive the first basin-wide master plan effort because of the ageing infrastructure within the basin and the large concentration of drainage hot-spots identified during the SWMP Needs Assessment. The Pecan Creek Master Plan will include the following ten (10) tasks:

Task 1	Project Administration	\$62,750
Task 2	Data Collection	11,010
Task 3	Condition Assessment Program Development	111,130
Task 4	Existing Conditions H&H Analysis	251,380
Task 5	Conceptual Alternative Analysis	359,220
Task 6	Benefit Cost Analysis (BCA)	32,670
Task 7	Public Outreach	26,870
Task 8	Reporting	62,860
Task 9	Field Survey	86,500
Task 10	Grant Assistance	52,980
		\$ 1,057,370

Staff from the Engineering Department reviewed and scored five (5) statements of qualifications submitted by firms listed on the pre-qualified engineer list, resulting in Halff Associates being awarded the most points, and therefore being selected for this project. Halff Associates has provided an estimated project timeline of 12 months to completion after receiving a notice to proceed.

Water Utilities initiated the selection process for an engineering firm to design the Pecan Creek Storm Water Master Plan update project by utilizing the approved RFQ 8377 pre-qualified list of firms specializing in Wastewater, Water, and Drainage Infrastructure. A request for supplementary qualifications was requested from the six pre-qualified firms for the project: Kimley-Horn and Associates, Inc., Freese and Nichols, Inc., Halff Associates, Inc., HR Green, Inc., Gresham, Smith and Partners, and Binkley & Barfield, Inc. Five (5) statements of additional qualifications were received and evaluated based on criteria including overall experience and qualification of the firm, past performance and relevant experience on similar projects, availability and experience of the proposed staff members. Based on this evaluation, the recommendation is to award to Halff Associates Inc. They proved a strong track record in preparing stormwater master plans and leveraging grant funding opportunities, and their expertise will support the successful and efficient delivery of critical water utility projects.

Request for Qualifications for architectural firms for professional engineering services for various vertical capital infrastructure-related projects within the City of Denton for the Capital Projects Department was solicited using the City’s formal solicitation process. City Council approved a pre-qualified list of professional service firms on February 20, 2024 (Ordinance 24-276).

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 20, 2024, City Council approved RFQ 8377 for state-certified engineers for professional engineering services for various capital infrastructure-related projects within the City of Denton for the Capital Improvements Department (Ordinance 24-276).

On May 18, 2026, this item will be presented to the Public Utilities Board (PUB) for consideration.

RECOMMENDATION

Award a contract with Halff Associates, Inc., for the development of a Pecan Creek Storm Water Master Plan for the Drainage Department, in a not-to-exceed amount of \$1,057,370.

PRINCIPAL PLACE OF BUSINESS

Halff Associates, Inc.
Richardson, TX

ESTIMATED SCHEDULE OF PROJECT

This project’s projected completion is estimated to be July 2027.

FISCAL INFORMATION

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

655053455.1360.30100	Pecan Creek Watershed Pre-design	\$985,691.75
650170561.1360.30100	Pecan Creek Storm Water Master	\$71,678.25

Requisition #174640 has been entered into the Purchasing software system in the amount of \$1,057,370. The budgeted amount for this item is \$1,057,370.

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: Mike Linder, 940-349-8942.

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