

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF DENTON, A TEXAS HOME-RULE MUNICIPAL CORPORATION, AUTHORIZING THE APPROVAL OF A SIXTH AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF DENTON AND NELSON + MORGAN ARCHITECTS, INC., AMENDING THE CONTRACT APPROVED BY PURCHASING ON FEBRUARY 13, 2014, IN THE NOT-TO-EXCEED AMOUNT OF \$24,840.00, AMENDED BY AMENDMENTS 1-5 APPROVED BY PURCHASING AND CITY COUNCIL, SAID SIXTH AMENDMENT TO PROVIDE ADDITIONAL DESIGN SERVICES FOR THE BASE PROJECT AND ADDITIONAL DESIGN SERVICES OF THE HVAC SYSTEM AT FLEET MAINTENANCE; PROVIDING FOR THE EXPENDITURE OF FUNDS THEREFOR; AND PROVIDING AN EFFECTIVE DATE (FILE 5497 – PROVIDING FOR AN ADDITIONAL SIXTH AMENDMENT EXPENDITURE AMOUNT NOT-TO-EXCEED \$171,299.00, WITH THE TOTAL CONTRACT AMOUNT NOT-TO-EXCEED \$541,698.97).

WHEREAS, on February 13, 2014, Purchasing awarded a Professional Services Agreement to Nelson + Morgan Architects, Inc., in the amount of \$24,840.00 for design services for the Fleet Services Facility Expansion; and

WHEREAS, on August 27, 2015, Purchasing awarded a First Amendment to Nelson + Morgan Architects, Inc., in the amount of \$20,073.09, for additional design services for the Fleet Services Facility for the Solid Waste Department; and

WHEREAS, on October 18, 2016, by Ordinance No. 2016-329, City Council awarded a Second Amendment to Nelson + Morgan Architects, Inc., in the amount of \$158,035.00, to provide additional design services for 12 service bays at Fleet Maintenance; and

WHEREAS, on December 11, 2018, by Ordinance No. 18-2076, City Council awarded a Third Amendment to Nelson + Morgan Architects, Inc., in the amount of \$139,871.88, to provide additional design services for 12 service bays at Fleet Maintenance; and

WHEREAS, on April 23, 2021, Purchasing awarded a Fourth Amendment to Nelson + Morgan Architects, Inc., in the amount of \$9,320.00, to provide additional design services for 12 service bays at Fleet Maintenance; and

WHEREAS, on May 24, 2021, Purchasing awarded a Fifth Amendment to Nelson + Morgan Architects, Inc., in the amount of \$18,260.00, to provide additional design services for 12 service bays at Fleet Maintenance; and

WHEREAS, this procurement was undertaken as part of the City's governmental function; and

WHEREAS, the additional fees under the proposed Sixth Amendment are fair and reasonable and are consistent with, and not higher than, the recommended practices and fees applicable to the Provider's profession, and such fees do not exceed the maximum provided by law; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The Sixth Amendment, increasing the amount of the contract between the City and Nelson + Morgan Architects, Inc., which is on file in the office of the Purchasing Agent, in the amount of One Hundred Seventy-One Thousand Two Hundred Ninety-Nine and 0/100 (\$171,299.00) Dollars, is hereby approved, and the expenditure of funds therefor is hereby authorized in accordance with said amendment which shall be attached hereto. The total contract amount increases to \$541,698.97.

SECTION 2. This ordinance shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by \_\_\_\_\_ and seconded by \_\_\_\_\_. This ordinance was passed and approved by the following vote [\_\_\_\_ - \_\_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Paul Meltzer, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Chris Watts, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

ATTEST:  
JESUS SALAZAR, CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: \_

Marcella Lunn

Digitally signed by Marcella Lunn  
DN: dc=com, dc=cityofdenton,  
dc=codad, ou=Department Users  
~~and Groups, ou=General~~  
Government, ou=Legal,  
cn=Marcella Lunn,  
email=Marcella.Lunn@cityofdent  
on.com  
Date: 2024.03.08 13:06:30 -06'00'



Docusign City Council Transmittal Coversheet

PSA	5497
File Name	Fleet Services Facility Expansion Design Amendment #6
Purchasing Contact	Cori Power
City Council Target Date	
Piggy Back Option	Not Applicable
Contract Expiration	
Ordinance	

THE STATE OF TEXAS                   §  
   §  
 COUNTY OF DENTON                   §

**SIXTH AMENDMENT TO CONTRACT  
 BY AND BETWEEN THE CITY OF DENTON, TEXAS  
 AND NELSON+MORGAN ARCHTECTS, INC.  
 PSA 5497**

THIS SIXTH AMENDMENT TO CONTRACT (this “Sixth Amendment”) by and between the City of Denton, Texas (the “City”) and Nelson+Morgan Architects, Inc. (“Nelson+Morgan”) to that certain Contract executed on February 13, 2014, in the original not-to-exceed amount of \$24,840 (the “Original Agreement”); amended on August 27, 2015 in the additional amount of \$20,073.09 aggregating a not-to-exceed amount of \$44,913.09 (the “First Amendment”); amended on October 18, 2016 in the additional amount of \$158,035 aggregating a not-to-exceed amount of \$202,948.09 (the “Second Amendment”); amended on December 11, 2018 in the additional amount of \$139,871.88 aggregating a not-to-exceed amount of \$342,819.97 (the “Third Amendment”); amended on April 23, 2021 in the additional amount of \$9,320.00 aggregating a not-to-exceed amount of \$352,139.97 (the “Fourth Amendment”); amended on May 24, 2021 in the additional amount of \$18,260.00 aggregating a not-to-exceed amount of \$370,399.97 (the “Fifth Amendment”) (collectively, the Original Agreement, the First Amendment, the Second Amendment, the Third Amendment, the Fourth Amendment, and the Fifth Amendment are the “Agreement”) for services related to the architectural and engineering design services for the Fleet Services Facility Expansion project.

WHEREAS, the City deems it necessary to further expand the services provided by Architect to the City pursuant to the terms of the Agreement, and to provide an additional not-to-exceed amount \$171,299.00 with this Amendment for an aggregate not-to-exceed amount of \$541,698.97; and

FURTHERMORE, the City deems it necessary to further expand the goods/services provided by Architect to the City;

NOW THEREFORE, the City and Architect (hereafter collectively referred to as the “Parties”), in consideration of their mutual promises and covenants, as well as for other good and valuable considerations, do hereby AGREE to the following Amendment, which amends the following terms and conditions of the said Agreement, to wit:

1. The additional services described in Exhibit “A” of this Amendment, attached hereto and incorporated herein for all purposes, for professional services related to the Fleet Services Facility Expansion project, are hereby authorized to be performed by Architect. For and in consideration of the additional services to be performed by Architect, the City agrees to pay, based on the cost estimate detail attached as Exhibit “A”, a total fee, including reimbursement for non-labor expenses an amount not to exceed \$171,299.00.

2. This Amendment modifies the Agreement amount to provide an additional \$171,299.00 for the additional services with a revised aggregate not to exceed total of \$541,698.97.

The Parties hereto agree, that except as specifically provided for by this Amendment, that all of the terms, covenants, conditions, agreements, rights, responsibilities, and obligations of the Parties, set forth in the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the City and the Architect, have each executed this Amendment electronically, by and through their respective duly authorized representatives and officers on this date \_\_\_\_\_.

“ARCHITECT”

NELSON+MORGAN ARCHTECTS,  
INC.

DocuSigned by:  
By:  President  
3AF33A7F55DFF4A6  
AUTHORIZED SIGNATURE, TITLE

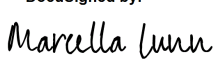
“CITY”

CITY OF DENTON, TEXAS  
A Texas Municipal Corporation

By: \_\_\_\_\_

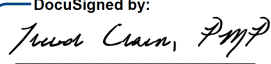
APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

ATTEST:  
JESUS SALAZAR, CITY SECRETARY

DocuSigned by:  
By:   
4B070831B4AA438...

By: \_\_\_\_\_

THIS AGREEMENT HAS BEEN  
BOTH REVIEWED AND APPROVED  
as to financial and operational  
obligations and business terms.

DocuSigned by:  
 Trevor Crain, PMP  
4B070831B4AA438...  
SIGNATURE PRINTED NAME

Director of Capital Projects  
TITLE

Engineering Services  
DEPARTMENT



NELSON + MORGAN

ARCHITECTS, INC.

October 5, 2023

Exhibit A

Aaron Skinner  
Project Manager  
City of Denton  
Via email: [aaron.skinner@cityofdenton.com](mailto:aaron.skinner@cityofdenton.com)

**RE: Fleet Services Expansion  
Additional Services – HVAC installation in Existing  
building, PR#6, PR#7, PR#8, PR#9, PR#11, Construction  
Administration  
NMA Project No. 18014  
City of Denton PSA 5497**

Aaron, below are the Additional Services necessary for us to design the HVAC system for the Fleet Services Expansion. I have also included the additional services for PR#6, PR#7, PR#8, PR#9, PR#11, and construction administration services.

#### Architectural Proposal for HVAC Installation in Existing Building

##### 1. Introduction:

We are pleased to submit our proposal for the addition of HVAC units to the existing building in compliance with the 2021 Energy Code. This will entail wall and ceiling insulation upgrades, structural designs for roof-mounted unit placements, and an informed opinion on probable costs. The existing HVAC systems will remain as they are.

##### 2. Project Scope:

###### 2.1 HVAC Installation

- Evaluate current ventilation and thermal needs.
- Selection of compatible HVAC units.
- Identification of installation sites, ensuring minimal disruption.

###### 2.2 Insulation Upgrade:

- Selection and installation of wall and ceiling insulation materials, as mandated by the 2021 Energy Code.
- Selection of suitable insulation materials based on regional requirements and building characteristics.

###### 2.3 Structural Considerations:

- Structural assessment of the existing roof to ensure its capability to support new HVAC units.
- Designing reinforcements or load redistributions, if necessary.

##### 3. Opinion of Probable Cost:

An itemized estimation will include:

- Costs of HVAC equipment and their installation.
- Insulation material and associated installation expenses.
- Structural modifications, if required.
- Additional expenses like electrical, plumbing, or ductwork adjustments.
- Contingencies.

#### 4. Additional Services (As Additive Alternates at the City of Denton's Option):

##### 4.1 Permitting:

- Coordination with local authorities.
- Submission of necessary documents and designs for permit approvals.
- Attending city meetings or reviews if required.

##### 4.2 Construction Administration:

- Coordination and quality control with contractors.
- Regular site inspections over an assumed duration of six months.
- Handling issues and offering timely resolutions.
- Reviewing and validating contractor's applications for payment.
- Overseeing the completion, including certificates, warranties, and the handover process.

#### 5. Timeline:

- Site Surveying: 1 week.
- Construction Documents: 6 weeks.
- Construction Administration: assume 6 months (if opted for by the City of Denton)

#### 6. Architect's Scope of Services:

##### Inclusions:

- Site survey and data collection.
- Wall and ceiling insulation recommendations and design.
- Coordination with HVAC, and structural consultants.
- Production of construction documents, including drawings and specifications.
- Regular coordination meetings with the client and associated contractors.

##### Exclusions:

- HVAC equipment or insulation material procurement.
- Fees for any third-party testing or inspections.
- Electrical or plumbing alterations not directly associated with the HVAC installation.
- Ongoing maintenance or post-warranty repairs of the HVAC system.

#### 8. Next Steps:

Please review and share feedback or modifications required. Upon agreement, we'll commence with the site surveying and move forward as per the mentioned timeline.



ADDITIONAL SERVICES - Fleet Services HVAC					
<b>Basic Services</b>					
Arch				\$ 15,000.00	
MEP				\$ 38,000.00	
Structural				\$ 2,500.00	
Estimating				\$ 3,000.00	
TOTAL BASIC SERVICES					\$ 58,500.00
<b>Add Alternate Services</b>					
Permitting					\$ 3,500.00
Construction Administration - assume 6 months					
Arch				\$ 15,000.00	
MEP				\$ 7,500.00	
SUBTOTAL					\$ 22,500.00
TOTAL ADDITIONAL SERVICE					\$ 84,500.00

### PR #6 – Access Control

ADDITIONAL SERVICES - PR #6 ACCESS CONTROL					
<b>Basic Services</b>					
PM	30.5	hrs	\$ 132.00	/hr	\$ 4,026.00
Drafting		hrs	\$ 100.00	/hr	
Principal		hrs	\$ 200.00	/hr	
<b>Subconsultants</b>					
HPMB					
Lobsinger & Potts					
markup			20%		
TOTAL ADDITIONAL SERVICE					\$ 4,026.00

### PR#7, #8, #9 – Compressor, Oil Distribution, IDF

Basic Services	PR #7 Compressor					PR #8 Oil Distribution					PR #9 IDF				
Principal	1	hrs	\$ 200	/hr	\$ 200	0.5	hrs	\$ 200	/hr	\$ 100	0.5	hrs	\$ 200	/hr	\$ 100
Project Manager	19.75	hrs	\$ 132	/hr	\$ 2,607	11	hrs	\$ 132	/hr	\$ 1,452	6	hrs	\$ 132	/hr	\$ 792
Drafting	4	hrs	\$ 100	/hr	\$ 400	1	hrs	\$ 100	/hr	\$ 100		hrs	\$ 100	/hr	
Subtotal					\$ 3,207					\$ 1,652					\$ 892
Subconsultants															
MEP Engineer	40	hrs	\$ 170	/hr	\$ 6,800						3	hrs	\$ 170	/hrs	\$ 510
Markup				20%	\$ 1,360									20%	\$ 102
Total					\$ 11,367					\$ 1,652					\$ 1,504
TOTAL ADDITIONAL SERVICE											\$ 14,523				

Proposal – Fleet Services Additional Services  
 October 5, 2023  
 Page 4 of 4

## PR#11 – Wash Bay Equipment

ADDITIONAL SERVICES - PR #11 WASH BAY EQUIPMENT					
<b>Basic Services</b>					
PM		8 hrs	\$ 132.00 /hr		\$ 1,056.00
Drafting		hrs	\$ 100.00 /hr		
Principal		hrs	\$ 200.00 /hr		
<b>Subconsultants</b>					
<b>HPMB</b>					
Principal		1 hrs	\$ 220.00		\$ 220.00
Design Engineer		4 hrs	\$ 170.00		\$ 680.00
Drafting		1 hrs	\$ 95.00		\$ 95.00
<b>Lobsinger &amp; Potts</b>					
markup			20%		\$ 199.00
<b>TOTAL ADDITIONAL SERVICE</b>					<b>\$ 2,250.00</b>

## Construction Administration

ADDITIONAL SERVICES - CONSTRUCTION ADMINISTRATION									
<b>Construction Administration</b>			Principal		PM		Staff		Staff
6/1/22-5/22/23	Pre Construction Meeting		3.50		3.50				\$ 1,162.00
	OAC Meetings		9.25		32.75				\$ 6,173.00
	Submittal Review/ASI's/PCO's/Punch		41.11		258.50		3.00		\$ 42,644.00
<b>TOTAL</b>									<b>\$ 49,979.00</b>
5/23/23-11/30/2023	OAC Meetings		3.00		21.00		0.75		\$ 3,447.00
	Submittal Review/ASI's/PCO's/Punch		48.71		128.25				\$ 26,671.00
<b>TOTAL</b>									<b>\$ 30,118.00</b>
	Rate			200 /hr		132 /hr		100 /hr	
<b>DISCOUNT</b>									\$ (14,097.00)
<b>TOTAL ADDITIONAL SERVICE</b>									<b>\$ 66,000.00</b>

## Additional Services Summary

ADDITIONAL SERVICES - FLEET SERVICES					
HVAC					\$ 84,500.00
PR#6 - Access Control					\$ 4,026.00
PR#7 - Compressor					\$ 11,367.00
PR#8 - Oil Distribution					\$ 1,652.00
PR#9 - IDF					\$ 1,504.00
PR#11 - Wash Bay					\$ 2,250.00
Construction Administration					\$ 66,000.00
<b>TOTAL ADDITIONAL SERVICES</b>					<b>\$ 171,299.00</b>

If you have any questions, please don't hesitate to give me a call.



Kelly D. Morgan, President

**Certificate Of Completion**

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Status: Sent

Subject: Please DocuSign: City Council Contract 5497 Fleet Services Facility Expansion Design Amendment #6

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Document Pages: 7

Signatures: 3

Envelope Originator:

Certificate Pages: 6

Initials: 1

Cori Power

AutoNav: Enabled

901B Texas Street

Envelopel Stamping: Enabled

Denton, TX 76209

Time Zone: (UTC-06:00) Central Time (US &amp; Canada)

cori.power@cityofdenton.com

IP Address: 198.49.140.104

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cori.power@cityofdenton.com

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Cori Power

**Completed**

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cori.power@cityofdenton.com

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Purchasing Supervisor

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City of Denton

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(None)**Electronic Record and Signature Disclosure:**

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Lori Hewell



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lori.hewell@cityofdenton.com

Viewed: 3/1/2024 8:03:42 AM

Purchasing Manager

Signed: 3/1/2024 8:05:00 AM

City of Denton

Signature Adoption: Pre-selected Style

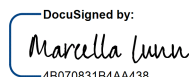
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**Electronic Record and Signature Disclosure:**

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Marcella Lunn



Sent: 3/1/2024 8:05:02 AM

marcella.lunn@cityofdenton.com

Viewed: 3/6/2024 10:36:17 AM

Senior Deputy City Attorney

Signed: 3/6/2024 10:44:31 AM

City of Denton

Signature Adoption: Pre-selected Style

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Kelly Morgan



Sent: 3/6/2024 10:44:33 AM

Kmorgan@nelsonmorgan.com

Viewed: 3/6/2024 10:46:03 AM

President

Signed: 3/6/2024 10:47:44 AM

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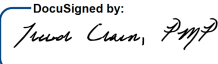
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Signer Events	Signature	Timestamp
Trevor Crain, PMP Trevor.Crain@cityofdenton.com Director of Capital Projects City of Denton Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  7B46EEAB11BC4F2...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 198.49.140.10</div>	Sent: 3/6/2024 10:47:48 AM Viewed: 3/6/2024 10:52:29 AM Signed: 3/6/2024 10:53:21 AM

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Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication (None)

Sent: 3/6/2024 10:53:24 AM

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Sara Hensley  
sara.hensley@cityofdenton.com  
Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Jesus Salazar  
jesus.salazar@cityofdenton.com  
Security Level: Email, Account Authentication (None)

**Electronic Record and Signature Disclosure:**  
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Intermediary Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp

Cheyenne Defee  
cheyenne.defee@cityofdenton.com  
Procurement Administration Supervisor  
City of Denton  
Security Level: Email, Account Authentication (None)

Sent: 2/29/2024 7:02:08 PM

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Carbon Copy Events	Status	Timestamp
Gretna Jones gretna.jones@cityofdenton.com Legal Secretary City of Denton Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign  City Secretary Office citysecretary@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign  Aaron Skinner Aaron.Skinner@cityofdenton.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Accepted: 2/29/2024 9:48:09 AM ID: 2ea99c06-680b-4a4d-b862-2925d2f211a3	<div>COPIED</div>	Sent: 3/6/2024 10:53:23 AM Viewed: 3/6/2024 1:04:23 PM
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Notary Events	Signature	Timestamp
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Payment Events	Status	Timestamps
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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact City of Denton:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com)

**To advise City of Denton of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [melissa.kraft@cityofdenton.com](mailto:melissa.kraft@cityofdenton.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from City of Denton**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with City of Denton**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [purchasing@cityofdenton.com](mailto:purchasing@cityofdenton.com) and in the body of such request you must state your e-mail, full name, US Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"><li>•Allow per session cookies</li><li>•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection</li></ul>

\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

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- Until or unless I notify City of Denton as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by City of Denton during the course of my relationship with you.