



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: July 23, 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 contract with Weatherproofing Services L.L.C., for the maintenance and installation of roofing, gutters, and downspouts for the Facilities Management Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8501 – awarded to Weatherproofing Services L.L.C., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$4,462,500.00).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

The proposed contract will be utilized by the Facilities Management Department to maintain, repair, and install the roofing and gutter systems throughout 206 City-owned buildings. The roofing, gutter, and downspout maintenance and installation will be performed as needed to assist the city in maintaining existing and future buildings. The historical spend for roofing, gutter, and downspout maintenance and installation has been \$625,000 per year. Furthermore, the contract encompasses deferred maintenance items that were identified in the Facilities Condition Assessment (FCA) that was completed in 2022. The contract value is based on historical spending levels and includes estimates for future assets and services.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Replacements/Maintenance	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000	\$2,750,000
FCA Work	300,000	300,000	300,000	300,000	300,000	1,500,000
Sub Total:	\$850,000	\$850,000	\$850,000	\$850,000	\$850,000	4,250,000
Contingency 5%						212,500
Total:	\$850,000	\$850,000	\$850,000	\$850,000	\$850,000	\$4,462,500

Request for Proposals was sent to 404 prospective suppliers, including 45 Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. One (1) proposal was received, and references were checked to ensure the vendor could provide the services requested in the Scope of Work. The proposal was evaluated based upon published criteria including delivery, compliance with specifications, and price. Best and Final Offer (BAFO) was requested from the firm. The department is awarding the contract to Weatherproofing Services L.L.C.

NIGP Code Used for Solicitation:	910 - Building Maintenance, Installation And Repair Services
Notifications sent for Solicitation sent in IonWave:	404
Number of Suppliers that viewed Solicitation in IonWave:	17
HUB-Historically Underutilized Business Invitations sent out:	65
SBE-Small Business Enterprise Invitations sent out:	166
Responses from Solicitation:	1

RECOMMENDATION

Award a contract with Weatherproofing Services L.L.C., for the maintenance and installation of roofing, gutters, and downspouts for the Facilities Management Department, in a one (1) year, with the option for four (4) additional one (1) year extensions, in a total five (5) year not-to-exceed amount of \$4,462,500.

PRINCIPAL PLACE OF BUSINESS

Weatherproofing Services L.L.C.
Aubrey, TX

ESTIMATED SCHEDULE OF PROJECT

This is an initial one (1) year contract with options to extend the contract for four (4) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These services will be funded from the Facilities Management Department’s Outside Contracted Services account 880200.6545, and the City’s Capital Budget. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$4,462,500. The City will only pay for services rendered and is not obligated to pay the total contract amount unless needed.

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: Tom Gramer, 940-349-7467.

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