



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

CM: Todd Hileman

DATE: May 22, 2018

SUBJECT

Consider adoption of an ordinance of the City of Denton, Texas, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract for electric utility 69kV and 138 kV instrument transformers with Techline, Inc., for the City of Denton Distribution Center; providing for the expenditure of funds therefor; and providing an effective date (RFP 6554- awarded to Techline, Inc., in the three (3) year not-to-exceed amount of \$1,000,000).

RFP INFORMATION

This RFP is to supply electric utility 69kV and 138 kV instrument transformers which are used by Denton Municipal Electric. These items will be carried in the Distribution Center Working Capital inventory. Without the purchase of instrument transformers, DME cannot construct, operate, nor maintain substation facilities. Instrument transformers will be used in upcoming substation projects to transform currents and voltages from 138kV and 69kV down to levels that can be used in control, protective relay, and metering devices. The items are special ordered by the Distribution Center as needed.

Request for proposals were sent to 261 prospective suppliers of this item. In addition, specifications were placed on the Materials Management website for prospective suppliers to download and advertised in the local newspaper. Seven (7) proposals were received and evaluated based upon published criteria including delivery, compliance with specifications, past performance, and price. Based upon this evaluation, Techline, Inc. was ranked the highest and determined to be the best value for the City (Exhibit 2).

RECOMMENDATION

Award a contract with Techline, Inc. for electric utility 69kV and 138 kV instrument transformers in a three (3) year not-to-exceed amount of \$1,000,000.

PRINCIPAL PLACE OF BUSINESS

Techline, Inc.
Fort Worth, Texas

ESTIMATED SCHEDULE OF PROJECT

This is an initial one (1) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These items will be funded from the Distribution Center Working Capital account and charged back to the using department.

STRATEGIC PLAN RELATIONSHIP

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

Related Key Focus Area: Organizational Excellence

Related Goal: 2.3 Promote superior utility services and City facilities

EXHIBITS

Exhibit 1: Agenda Information Sheet

Exhibit 2: Pricing Evaluation

Exhibit 3: Contract

Exhibit 4: Ordinance

Respectfully submitted:
Karen Smith, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Chuck Sears at 940-349-7111.