



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: November 18, 2024

SUBJECT

Consider recommending 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 Kirksey Architects, Inc., for design services for the Denton Municipal Electric Campus Masterplan project for the Capital Projects Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8376-001 – Professional Services Agreement for master plan design services awarded to Kirksey Architects, Inc., in the not-to-exceed amount of \$169,500.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Support Healthy and Safe Communities.

INFORMATION/BACKGROUND

Denton Municipal Electric (DME) seeks the development of a master plan for its campus. The purpose of the master plan is to understand and assess the current facilities on its campus to identify which buildings are no longer functional and require replacement and what new facilities are recommended to support the city's growth.

Upon reviewing and re-evaluating the qualifications of the prequalified vendors, Kirksey Architects, Inc. has the most relevant master planning experience and available staff to complete the project within the schedule. Kirksey Architects, Inc., has provided material testing services for other projects similar in size and cost to the DME Campus. Based on Kirksey Architecture's knowledge, project team experience, and availability, Kirksey Architecture has been selected as the best choice for the DME Campus Master Plan.

Request for Qualifications for architectural firms for professional architectural 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 May 21, 2024, City Council approved RFQ 8376 for firms for professional architectural services for various vertical capital infrastructure-related projects within the City of Denton for the Capital Projects Department (Ordinance 24-953).

RECOMMENDATION

Award a contract with Kirksey Architects, Inc., for design services for the Denton Municipal Electric Campus Masterplan project for the Capital Projects Department, in a not-to-exceed amount of \$169,500.

PRINCIPAL PLACE OF BUSINESS

Kirksey Architects, Inc.
Dallas, TX

ESTIMATED SCHEDULE OF PROJECT

This project will be started upon approval with an estimated starting date of Q1 2025. We anticipate the completion date of construction materials testing services by Q3 of 2025.

FISCAL INFORMATION

These services will be funded from Denton Municipal Electric Master plan account 605138500.1341.3900. Requisition #166378 has been entered into the Purchasing software system in the amount of \$169,500. The budgeted amount for this item is \$169,500.

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: Trevor Crain, 940-349-7426.

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