



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: June 2, 2026

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to approve a pre-qualified professional services list for traffic and transportation related services for various transportation services, traffic engineering and planning, traffic signal, intelligent transportation systems, roadway design, illumination, and capital improvement projects within the City of Denton for the Traffic Department; and providing an effective date (RFQ 8962 – for a two (2) year, with the option for one (1) additional one (1) year extension, in the total three (3) year term).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

On December 12, 2025, a Request for Qualifications (RFQ) was advertised for four (4) individual services: Transportation Services, Traffic Engineering, Intelligent Transportation Systems (ITS), and Illumination Services. Statements of Qualifications (SOQs) were received from 33 consultants before the submittal deadline of January 7, 2026.

This process ensures that all consultants are reviewed fairly and based on criteria spelled out to each consultant in the original RFQ. The goal of the City of Denton's pre-qualified Transportation and Engineering list is to provide a list of approved consultants from which the Transportation Services or any division within the City can choose to supplement staffing levels or provide specialty services. A ranking of the pre-qualified vendors in the required service will be performed for every project using the list on an as-needed basis. The City will then negotiate the scope and price with the highest-ranked consultant. If the City and the firm cannot agree on the overall amount, the City moves on to the next firm to gain the best possible contract for the City and the project.

Any consultant that was pre-qualified under the RFQ is eligible to receive contracts for services that would go through the normal negotiation process, including City Council consideration (where applicable). It is intended that this method of qualifying consultants for current and future services will be repeated every three (3) years and is eligible for use by any City of Denton departments and divisions when these services are required.

Request for Qualifications (RFQ) for professional transportation engineering services was sent to 1,232 prospective firms for these services, including 33 Denton firms. In addition, the RFQ was placed on the

Procurement website for prospective respondents to download and advertised in the local newspaper. Thirty-three (33) statements of qualifications (SOQ) were received. The SOQs were evaluated based on published criteria, including experience and qualifications, past performance, proposed staff and team members, local office, and ability to meet schedule. All firms scoring 80 or higher were placed on the list. The evaluation team is recommending approval of the list with twenty-three (23) qualified firms.

NIGP Code Used for Solicitation:	925, 940, 968, and 969
Notifications sent for Solicitation sent in IonWave:	1,232
Number of Suppliers that viewed Solicitation in IonWave:	98
HUB-Historically Underutilized Business Invitations sent out:	195
SBE-Small Business Enterprise Invitations sent out:	389
Responses from Solicitation:	33

RECOMMENDATION

Recommend approval of pre-qualified professional services list for traffic and transportation related services for various transportation services, traffic engineering and planning, traffic signal, intelligent transportation systems, roadway design, illumination, and capital improvement projects within the City of Denton, as reviewed and qualified by City staff.

ESTIMATED SCHEDULE OF PROJECT

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

FISCAL INFORMATION

No funds are requested or required to be spent as part of this approval. Individual contracts will be negotiated with each firm, and purchasing orders will be issued as needed.

EXHIBITS

- Exhibit 1: Agenda Information Sheet
- Exhibit 2: Evaluation Sheet
- Exhibit 3: Ordinance

Respectfully submitted:
 Lori Hewell, 940-349-7100
 Purchasing Manager

For information concerning this acquisition, contact: Chandra Muruganandham, 940-349-8221.

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