



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** April 15, 2025

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the approval of a fourth amendment to a Professional Services Agreement between the City of Denton and Halff Associates, Inc., amending the contract approved by City Council on November 15, 2022, in the not-to-exceed amount of \$1,144,280.00; amended by Amendments 1-3 approved by the City Council and Purchasing; said fourth amendment to provide for the design, bidding, construction engineering services and FEMA application fees for a Conditional Letter of Map Revision (CLOMR) and a Letter of Map Revision (LOMR) in relation to the Westgate Drive Reconstruction Project for the Capital Projects Department; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7599-011 – providing for an additional fourth amendment expenditure amount not-to-exceed \$81,690.00, with the total contract amount not-to-exceed \$1,287,970.00). The Public Utilities Board will consider this item on Monday, April 14, 2025.

### **STRATEGIC ALIGNMENT**

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

### **INFORMATION/BACKGROUND**

The Westgate Drive reconstruction project was split into two phases to expedite the east/west portion for connectivity to Bronco Way. This re-phasing will alleviate traffic congestion near the new Denton High School by connecting I-35 frontage road to existing Bronco Way. Due to re-phasing of the project, the design contract will require an Amendment No. 4 to include the additional cost for splitting the design, bidding two packages, construction engineering services through construction for two packages, and FEMA application fees. This will be the last amendment to complete the design services.

Amendment No. 1 provided for the additional hydraulic study which produced supporting documentation to complete a Conditional Letter of Map Revision (CLOMR) and a Letter of Map Revision (LOMR) to Federal Emergency Management Agency (FEMA).

Amendment No. 2, a work authorization amendment was approved by Purchasing to reallocate the funds from the Traffic Signal Design category (XIV) to Environmental Services, Illumination Study, and Final Design of the Contract. This amendment was a net zero change order to the contract NTE.

Amendment No. 3, a work authorization was approved by Purchasing to provide for the remaining category of Bidding and Construction Services re-allocated funds to a new category called “Repackage” allowing

project to be split into two phases per request of City Manager's Office. This amendment was a net zero change order to the contract NTE.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On November 15, 2022, City Council approved a contract with Halff Associates, Inc., in the not-to-exceed amount of \$1,144,280 (Ordinance 22-2303).

On March 19, 2024, City Council approved Amendment No. 1 with Halff Associates, Inc., in the not-to-exceed amount of \$62,000, for a total not-to-exceed amount of \$1,206,280. (Ordinance 24-539).

On May 22, 2024, Purchasing approved Amendment No. 2 with Halff Associates, Inc. for additional services to the contract.

On January 6, 2025, Purchasing approved Amendment No. 3 with Halff Associates, Inc., for additional services to the contract.

On April 14, 2025, this item will be presented to the Public Utilities Board (PUB) for consideration.

### **RECOMMENDATION**

Award Amendment No. 4 with Halff Associates, Inc., to provide for the design, bidding, construction engineering services and FEMA application fees for a Conditional Letter of Map Revision (CLOMR) and a Letter of Map Revision (LOMR) in relation to the Westgate Drive Reconstruction Project for the Capital Projects Department, in a not-to-exceed amount of \$81,690, for a total amended contract amount of \$1,287,970.

### **PRINCIPAL PLACE OF BUSINESS**

Halff Associates, Inc.  
Richardson, TX

### **ESTIMATED SCHEDULE OF PROJECT**

The Westgate Drive Phase 1 Project is estimated to begin construction in June 2025.

The Westgate Drive Phase 2 Project is estimated to begin construction in January 2026.

### **FISCAL INFORMATION**

These services will be funded from the City of Denton Westgate Drive Reconstruction Project account 350522467.1360.20100. Purchase Order #201965 will be amended in the amount of \$81,690. The total amended amount of this contract is \$1,287,970.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Original Ordinance, Contract, and Amendments 1-3  
Exhibit 3: Ordinance and Amendment No. 4

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

For information concerning this acquisition, contact: Jesus Perez, 940-349-7715.

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