



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: March 4, 2025

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 Stovall Commercial Contractors, L.L.C., for the maintenance and repair of the City of Denton's fuel stations for the Fleet Services Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8683 – awarded to Stovall Commercial Contractors, L.L.C., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) years not-to-exceed amount of \$525,000.00).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

The proposed contract with Stovall Commercial Contractors, L.L.C. was solicited through a Request for Proposal (RFP) and is intended to support the Fleet Services Department in maintaining and repairing the City of Denton's fuel stations as needed. Currently, the City operates two fuel stations located at 1251 South Mayhill Road and 804 Texas Street. From the Fleet Operations and Fuel Card Administration Audit conducted in 2023, it was recommended to expand City owned fuel stations to support City operations and reduce the use of retail fueling locations. The City is currently developing a third fuel station at 1401 Vintage Blvd, which will increase the maintenance demand on Fleet Services. The new fuel station is scheduled to be operational approximately April 30, 2025. This contract is designed to address not only routine preventative maintenance, repairs, and servicing but also to ensure timely response to unforeseen emergency repairs and adhere to all Texas Commission on Environmental Quality (TCEQ) requirements. These measures are essential to maintaining the continuous functionality and reliability of these critical fueling facilities.

The City of Denton's fuel stations are the primary source of fuel for a diverse fleet of vehicles and equipment, including emergency response vehicles such as police, fire, and public works units. These vehicles play a pivotal role in safeguarding public safety and maintaining essential City services. As such, the uninterrupted operation of these fuel stations is crucial for ensuring the availability and readiness of emergency resources, especially during high-demand situations such as severe weather events, public emergencies, or large-scale municipal projects.

By securing this contract, the City of Denton aims to maintain high levels of service reliability, operational readiness, and regulatory compliance, while supporting the growing demands of the City's fleet and

infrastructure. This proactive approach will ensure that the fuel stations not only meet current operational requirements but are also well-positioned to handle future growth.

Estimated Contract Expenses

Category	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
TCEQ Inspections	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Preventative Maintenance	70,000	70,000	70,000	70,000	70,000	\$350,000
Repair Services	20,000	20,000	20,000	20,000	20,000	\$100,000
Sub Total	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Contingency 5%	5,000	5,000	5,000	5,000	5,000	25,000
Total	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000	\$525,000

Request for Proposals was sent to 469 prospective suppliers, including 22 Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Two (2) proposals were received, references were checked, and proposals were evaluated based upon published criteria including price, schedule, compliance with specifications, and probable performance. Best and Final Offers (BAFO) were requested from both firms. Based upon this evaluation, Stovall Commercial Contractors, L.L.C. was ranked the highest and determined to be the best value for the City.

	928 -(Service Only)-Equipment Maintenance and Repair Services for Automobiles, Trucks, Trailers, Transit Buses and Other Vehicles & 958 -(Service Only)-Management Services
NIGP Code Used for Solicitation:	
Notifications sent for Solicitation sent in IonWave:	469
Number of Suppliers that viewed Solicitation in IonWave:	8
HUB-Historically Underutilized Business Invitations sent out:	58
SBE-Small Business Enterprise Invitations sent out:	194
Responses from Solicitation:	2

RECOMMENDATION

Award a contract with Stovall Commercial Contractors, L.L.C., for the maintenance and repair of the City of Denton’s fuel stations for the Fleet Services Department, in a three (3) year, with the option for two (2) additional one (1) year extensions, in the total five (5) years not-to-exceed amount of \$525,000.

PRINCIPAL PLACE OF BUSINESS

Stovall Commercial Contractors, L.L.C
Kennedale, TX

ESTIMATED SCHEDULE OF PROJECT

This is an initial three (3) year contract with options to extend the contract for two (2) additional one (1) year periods, with all terms and conditions remaining the same. Delivery of services will be continuous throughout the duration of the contract.

FISCAL INFORMATION

Repair services will be funded through Fleet Services operating budget 820100.7879. Equipment purchases will be funded through the Capital Improvement Budget. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$525,000. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

EXHIBITS

Exhibit 1: Agenda Information Sheet

Exhibit 2: Pricing Evaluation

Exhibit 3: Ordinance and Contract

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

For information concerning this acquisition, contact: Tom Gramer, 940-349-7200.

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