



# City of Denton

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

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** May 7, 2024

### 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 Mann Robinson & Son, Inc., for the site preparation and construction of a concrete retaining wall for the Underwood Substation for Denton Municipal Electric; providing for the expenditure of funds therefor; and providing an effective date (CSP 8419 – awarded to Mann Robinson & Son, Inc., in the not-to-exceed amount of \$2,680,724.55). [The Public Utilities Board recommends approval \(4 - 0\).](#)

### STRATEGIC ALIGNMENT

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

### INFORMATION/BACKGROUND

The Underwood Substation is a City Council-approved project in Denton Municipal Electric’s (DME) Capital Improvement Plan. A contractor is required to prepare the site before the start of construction. The Underwood Substation site will require several site preparation activities including clearing, stripping, import, export, cutting, filling, grading, compaction, and installation of a concrete retaining wall to structure the site following the engineered project grading plans. In addition, the Contractor will be required to make drainage improvements including extending storm drains past the site and installation and maintenance of the stormwater pollution prevention plan (SWPPP) as directed.

CSP #8419 was prepared to solicit proposals for the site preparation and retaining wall construction to be awarded to one contractor. Proposers are allowed to utilize subcontractors for parts of the work (i.e. concrete retaining wall, SWPPP, etc.), but a majority of the work must be performed by the proposer.

Description	Cost
Site Preparation for Underwood Substation	\$2,553,071.00
Contingency	127,653.55
<b>Total</b>	<b>\$2,680,724.55</b>

The site preparation and construction of a concrete retaining wall for the Underwood Substation has a total estimated cost of \$2,680,724.55. This estimate includes a \$2,553,071 total base bid amount and a contingency of \$127,653.55. A contingency allowance, if any, is for the sole use of the City and will be subject to written authorization by the City’s Project Manager.

Competitive Sealed Proposals were sent to 1,038 prospective suppliers. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Five (5) proposals were received, with four (4) meeting specifications. References were checked, and proposals were evaluated based upon published criteria including quality, schedule, safety, and price. Best and Final Offers (BAFO) were requested from the top firm. Based upon this evaluation, Mann Robinson & Son, Inc. was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	911, 912, 913, and 914
Notifications sent for Solicitation sent in IonWave:	1,038
Number of Suppliers that viewed Solicitation in IonWave:	24
HUB-Historically Underutilized Business Invitations sent out:	112
SBE-Small Business Enterprise Invitations sent out:	350
Responses from Solicitation:	5
Responses Meeting Specifications:	4

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

On April 22, 2024, the Public Utilities Board (PUB) recommended this item to the City Council for consideration.

**RECOMMENDATION**

Award a contract with Mann Robinson & Son, Inc., for site preparation and construction of a concrete retaining wall for the Underwood Substation for Denton Municipal Electric, in a not-to-exceed amount of \$2,680,724.55.

**PRINCIPAL PLACE OF BUSINESS**

Mann Robinson & Son, Inc.  
Aubrey, TX

**ESTIMATED SCHEDULE OF PROJECT**

Construction will commence immediately after the contract award and be completed in 720 days.

**FISCAL INFORMATION**

These services will be funded from Underwood Substation account 603289500. Requisition #164593 has been entered into the Purchasing software system in the amount of \$2,553,071. The budgeted amount for this item is \$2,680,724.55.

**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: Mark Zimmerer, 940-349-7169.

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