



# 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:** 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 Archden Construction Services, LLC, Ellis and Sons Renovations, LLC, and Acumen Enterprises, Inc., for construction services for renovations, remodels, and maintenance of existing facilities for the Facilities Management Department; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8451 – awarded to Archden Construction Services, LLC, Ellis and Sons Renovations, LLC, and Acumen Enterprises, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$2,475,000.00).

### **STRATEGIC ALIGNMENT**

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

### **INFORMATION/BACKGROUND**

This solicitation aims to establish an assortment of well-qualified service providers to provide listed services specific to construction, renovation, remodeling, and deferred maintenance of City buildings in support of the City of Denton Facilities Management staff.

This contract will include routine repairs, service calls, special projects, and renovation projects. The services defined in the contract will be performed on an as-needed basis to assist the City with renovations, remodels, and maintenance of existing facilities, and support the need for renovations when onboarding new full-time employees (FTEs). Preventative maintenance ensures all occupied spaces have the highest quality of operability, longevity, and efficiency. Service calls will allow Facilities Management staff to immediately address customer concerns that could impact City operations. Additionally, the contract will be the means for renovation projects as needed for customer and operational needs, while supporting renovations for new FTEs in space that has reached occupancy limits in its current floor plan.

Facilities Management has a Capital Improvement Project (CIP) Replacement Program in place that encompasses the fit and finish of existing infrastructure to assist in managing the operational office spaces. The schedule and need for fit and finish upgrades were identified in the Facilities Condition Assessment (FCA) in 2022 and have an estimated replacement and reconditioning need through 2028.

The Facilities Management Project Team has expended \$485,000 per year over the last two (2) years. The forecasted expenditures for Facilities Maintenance, Project Team, deferred maintenance, and customer requests for renovations is \$2,475,000 over five (5) years.

Request for Qualifications (RFQ) for general construction services was sent to 1,032 prospective firms, including 79 Denton firms, for these services. In addition, the RFQ was placed on the Procurement website for prospective respondents to download and advertised in the local newspaper. Six (6) statements of qualifications (SOQ) were received. The SOQs were evaluated based on published criteria including qualifications of provider's subcontractors, experience and qualifications of the vendor, experience and availability of the proposed personnel, work history with local government, legal history, and references. all firms scoring 80 or higher were placed on the list. the evaluation team is recommending approval of the list with three (3) qualified firms.

NIGP Code Used for Solicitation:	910, 912, and 914
Notifications sent for Solicitation sent in IonWave:	1,032
Number of Suppliers that viewed Solicitation in IonWave:	75
HUB-Historically Underutilized Business Invitations sent out:	120
SBE-Small Business Enterprise Invitations sent out:	369
Responses from Solicitation:	6

**RECOMMENDATION**

Award contract with Archden Construction Service, LLC, Ellis and Sons Renovations, LLC, and Acumen Enterprises, Inc., for construction services for renovations, remodels, and maintenance of existing facilities for the Facilities Management Department, in a one (1) year, with the option for four (4) additional one (1) year extension, in the total five (5) year not-to-exceed amount of \$2,475,000.

**PRINCIPAL PLACE OF BUSINESS**

Archden Construction Service, LLC Denton, TX	Ellis and Sons Renovations LLC Denton, TX	Acumen Enterprises, Inc. Desoto, TX
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**ESTIMATED SCHEDULE OF PROJECT**

This is an initial one (1) year contract with options to extend the contract for four (4) additional one (1) year periods, 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: Tom Gramer, 940-349-7467.

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