



# City of Denton

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

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** April 18, 2023

### 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 KBS Electrical Distributors, Inc., for the purchase of Electric Utility Distribution Hardware, Connectors, Arms, and Accessories to be stocked in the City of Denton Warehouse, Section L, Section M, Section U, and Section W lines 1-3 and 19; providing for the expenditure of funds therefor; and providing an effective date (IFB 8176 – awarded to KBS Electrical Distributors, Inc., for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$300,000.00).

### STRATEGIC ALIGNMENT

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

### INFORMATION/BACKGROUND

This IFB is to supply electric distribution hardware, connectors, arms, and accessories that are used by Denton Municipal Electric. These items will be carried in the Warehouse Working Capital inventory. Without the purchase of hardware, connectors, arms, and accessories, DME cannot construct, operate, maintain facilities, or provide electric service to new and existing customers. These items will be purchased with the Warehouse Capital inventory account, stocked in the Warehouse, and charged to DME on an as-needed basis.

Invitation for Bid was sent to 319 prospective suppliers of this item, including ten (10) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and advertised in the local newspaper. Four (4) bids meeting specifications were received. The lowest bid was received by KBS Electrical Distributors, Inc. for Section L, Section M, Section U, and Section W lines 1-3 and 19.

NIGP Code Used for Solicitation:	285 - Electrical Equipment and Supplies (Except Cable and Wire)
Notifications sent for Solicitation sent in IonWave:	319
Number of Suppliers that viewed Solicitation in IonWave:	24
HUB-Historically Underutilized Business Invitations sent out:	32
SBE-Small Business Enterprise Invitations sent out:	135
Responses from Solicitation:	4

## **RECOMMENDATION**

Award a contract with KBS Electrical Distributors, Inc., for the purchase of Electric Utility Distribution Hardware, Connectors, Arms, and Accessories to be stocked in the City of Denton Warehouse, Section L, Section M, Section U, and Section W lines 1-3 and 19, in a three (3) year, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$300,000.

## **PRINCIPAL PLACE OF BUSINESS**

KBS Electrical Distributors, Inc.  
Bryan, TX

## **FISCAL INFORMATION**

The items will be funded from the Warehouse Working Capital account and charged back to the using department. 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: Bid Tabulation  
Exhibit 3: Ordinance and Contract

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

For information concerning this acquisition, contact: Keith Kading, 940-349-7178.

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