



# City of Denton

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

---

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** May 2, 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 Professional Services Agreement with Innovative Transportation Solutions, Inc., for transportation consulting services on various projects for the Capital Projects Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8179 – Professional Services Agreement for consulting services awarded to Innovative Transportation Solutions, Inc., for two (2) years, with the option for three (3) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$630,000.00).

### **STRATEGIC ALIGNMENT**

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

### **INFORMATION/BACKGROUND**

Innovative Transportation Solutions, Inc. (ITS) has provided the City of Denton with quality transportation consultant services since 2002. ITS has been able to identify and produce many opportunities to leverage municipal funds with county, regional, state, and federal funds to advance transportation infrastructure projects throughout the City of Denton and Denton County improving mobility for Denton residents.

ITS provides a unique service to the City of Denton and the continued use of ITS services is integral to the development of future transportation infrastructure for the City of Denton. It is expected this contract will result in an overall savings of tax dollars above and beyond the expenditure for these services. ITS was integral in assisting the City of Denton in securing over 50 million dollars in funding as a part of the County 2023 TRIP bond. ITS's extensive knowledge regarding State and regional funding opportunities will be extremely important over the course of the proposed contract as the Texas Department of Transportation (TxDOT) develops a procurement method for implementing Phase II of the 35 Express project, Loop 288 West project, and facilitating funding for the proposed FM 1515/Airport Road widening project.

Request for Qualifications (RFQ) for professional surveying services was sent to 838 prospective firms, including 31 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. Three (3) statements of qualifications (SOQ) were received. The SOQs were evaluated based on published criteria including identification and understanding of the City's requirements, past performance and experience, experience with specific issues of the project, qualifications of key personnel, creativity and thoroughness of proposed approach and/or methodology to providing services, and availability and dedication to the city of Denton.

projects. Based upon this evaluation, the recommended award is to Innovative Transportation Solutions, Inc., and is determined to be the most qualified firm for the City.

NIGP Code Used for Solicitation:	918 - (Service Only) - Consulting Services
Notifications sent for Solicitation sent in IonWave:	838
Number of Suppliers that viewed Solicitation in IonWave:	33
HUB-Historically Underutilized Business Invitations sent out:	103
SBE-Small Business Enterprise Invitations sent out:	352
Responses from Solicitation:	3

### **RECOMMENDATION**

Award a contract with Innovative Transportation Solutions, Inc., for transportation consulting services on various projects for the Capital Projects Department, in a two (2) year, with the option for three (3) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$630,000.

### **PRINCIPAL PLACE OF BUSINESS**

Innovative Transportation Solutions, Inc.  
Farmers Branch, TX

### **ESTIMATED SCHEDULE OF PROJECT**

This is an initial two (2) year contract with options to extend the contract for three (3) additional one (1) year periods, with all terms and conditions remaining the same.

### **FISCAL INFORMATION**

These services will be funded from Capital Projects/Engineering account 840100.7879. Requisition #159656 has been entered into the Purchasing software system in the amount of \$126,000. The budgeted amount for this item is \$630,000.

### **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Evaluation Sheet  
Exhibit 3: Ordinance and Contract

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

For information concerning this acquisition, contact: Trevor Crain, 940-349-7426.

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