



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: September 25, 2023

SUBJECT

Consider recommending 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 TRC Engineers, Inc., for the administration and development of wired and wireless joint use processes and standards for the City of Denton and Denton Municipal Electric as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 8031-002 – professional services agreement for administration and development services awarded to TRC Engineers, Inc., in the not-to-exceed amount of \$164,600.00).

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

The City of Denton (City) is seeking a Firm to research industry-standard practices, develop standards and procedures, and provide engineering design services for joint-use attachments on electric distribution poles. Denton Municipal Electric (DME) intends to update and align its joint-use processes with the best practices of the electric utility industry. The scope of work for this contract will include reviewing the City's existing joint use standards and specifications and developing a single or multiple-packet document that outlines all steps and procedures for joint use to guide telecommunication companies and developers. This will help develop a more uniform process which will benefit utilities choosing to do business with the City.

Under the proposed contract, the engineering firm will provide standards and procedures associated with joint use for DME. These will include joint use guidelines, construction standards and specifications, construction design drawings, process flow charts, website portal development, engineering calculations, coordination meetings with the Project Manager, and other related services.

DME has selected TRC Engineers, Inc. based on the ranking of 7 pre-qualified firms selected in RFQ 8031 (Pre-qualification for Engineering Services – DME) against the statement of work for this project. The selection was based on demonstrated experience and qualifications, probable performance, and demonstrated understanding of the project at hand.

Request for Qualifications state certified engineers for substation and transmission line engineering for various projects for Denton Municipal Electric was solicited using the City's formal solicitation process.

City Council approved a pre-qualified list of professional service firms on December 13, 2022 (Ordinance 22-2483).

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 13, 2022, City Council approved RFQ 8031-1 for a prequalified list of state-certified engineers for substation and transmission line engineering for various projects for Denton Municipal Electric (Ordinance 22-2483).

RECOMMENDATION

Award a contract with TRC Engineers, Inc., for the administration and development of wired and wireless joint-use processes and standards for the City of Denton and Denton Municipal Electric, in a not-to-exceed amount of \$164,600.

PRINCIPAL PLACE OF BUSINESS

TRC Engineers, Inc.
Arlington, TX

ESTIMATED SCHEDULE OF PROJECT

This project will be started upon approval with a completion date by July 31, 2024.

FISCAL INFORMATION

These items will be funded from Electric Engineering Department account 600500.7854. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$164,600.

EXHIBITS

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

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

For information concerning this acquisition, contact: Aaron Bennion, 940-349-7117.

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