



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Cassey Ogden
DATE: March 19, 2024

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the approval of a first amendment to a Professional Services Agreement between the City of Denton and Halff Associates, Inc., amending the contract approved by the City Council on November 15, 2022, in the not-to-exceed amount of \$1,144,280.00; said first amendment to provide additional engineering and design services for a Conditional Letter of Map Revision and a Letter of Map Revision in relation to the Westgate Drive Reconstruction Project for the Capital Projects Department; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7599-011 – providing for an additional first amendment expenditure amount not-to-exceed \$62,000.00, with the total contract amount not-to-exceed \$1,206,280.00). [The Public Utilities Board recommends approval \(5 - 0\).](#)

STRATEGIC ALIGNMENT

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

INFORMATION/BACKGROUND

After the completion of the new Denton Independent School District (DISD) High School located west of the street intersection of Bronco Way and North Bonnie Brae Street, City staff conducted preliminary research on the potential construction of the undeveloped portion of East/West Westgate Drive, the reconstruction of existing North/South Westgate Drive, and the reconstruction of Windsor Drive to help alleviate the traffic impact from the completed development.

The Westgate Drive Reconstruction Project is a street construction project to bring the existing streets up to City of Denton street standards. The project limits of the longest street section are from Windsor Drive to Bronco Way. The project will also provide for permanent connectivity from Bronco Way to the existing portion of West Westgate Drive which connects to the I-35 access road. The project will also consist of improvements from the Windsor Drive/Westgate Drive Street intersection to the I-35 access road. The project scope will also include water, sanitary sewer, and drainage improvements within the project site. Pedestrian mobility on North/South Westgate Drive will be addressed by constructing a single eight-foot-wide sidewalk on the east side of the street along the full length of the roadway.

During the City's plan review of the 60% Plan Set, it was determined that additional services for engineering and design would be required in order to remediate comments provided by the City's Engineering Storm Drainage Division. Amendment No. 1 is to provide services to complete a Conditional Letter of Map Revision (CLOMR) and a Letter of Map Revision (LOMR) to the Federal Emergency Management Agency

(FEMA). The CLOMR is prepared and submitted prior to the beginning of the project and the LOMR is prepared and submitted after the completion of the project.

Request for Qualifications for professional engineering services was solicited using the City's formal solicitation process. City Council approved a pre-qualified list of engineering firms on May 18, 2021 (Ordinance 21-894).

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 18, 2021, City Council approved RFQ 7599 for a prequalified list of professional engineering firms (Ordinance 21-894).

On November 15, 2022, City Council approved a Professional Services Agreement with Halff Associates, Inc. in the not-to-exceed amount of \$1,144,280 (Ordinance 22-2303).

On March 11, 2024, the Public Utilities Board (PUB) recommended this item to the City Council for consideration.

RECOMMENDATION

Award Amendment No. 1 with Halff Associates, Inc., to provide additional engineering and design services for a Conditional Letter of Map Revision and a Letter of Map Revision in relation to the Westgate Drive Reconstruction Project for the Capital Projects Department, in a not-to-exceed amount of \$62,000, for a total amended contract amount of \$1,206,280.

PRINCIPAL PLACE OF BUSINESS

Halff Associates, Inc.
Richardson, TX

ESTIMATED SCHEDULE OF PROJECT

The 90% Plan Set submittal to the City of Denton is scheduled for February 9, 2024.

FISCAL INFORMATION

These services will be funded from the City of Denton Westgate Drive Reconstruction Project account 350522467.1360.20100. Purchase Order No. 201965 will be revised to include the first amendment amount of \$62,000. The total amended amount of this contract is \$1,206,280.

EXHIBITS

Exhibit 1: Agenda Information Sheet
Exhibit 2: Original Ordinance and Contract
Exhibit 3: Ordinance and Amendment 1

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

For information concerning this acquisition, contact: Jesus Perez, 940-349-7715.

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