



# City of Denton

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

---

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Materials Management

**CM:** Todd Hileman

**DATE:** March 6, 2018

### **SUBJECT**

Consider adoption of an ordinance authorizing the City Manager to execute a Professional Services Agreement with Innovative Transportation Solutions, Inc. For transportation services as set forth in the contract; and providing an effective date (RFQ 6610-Professional Service Agreement for transportation consultant services to Innovative Transportation Solutions, Inc., for a two year contract in the amount of \$252,000, with three (3) one-year options to renew, for a not-to-exceed total award of \$630,000). Council Mobility Committee recommends approval (2-0).

### **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. Mr. Polster'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 35Express project, Loop 288 West project and facilitating funding for the proposed FM 1515/Airport Road widening project.

Requests for Qualifications (RFQ) were sent to 362 prospective suppliers of this item. In addition, the RFQ was placed on the Materials Management website for prospective respondents to download and advertised in the local newspaper. One (1) statement of qualifications was received. Based on the respect and influence Mr. Polster has within the North Texas transportation community, including TxDOT–Austin, and that no other consulting firms submitted as part of the request for qualifications outlining their ability to deliver services, and based on the level of service and results ITS has delivered in the past, staff is confident that ITS can provide the best value to the citizens in assisting in the advancement of transportation projects in the City of Denton.

### **RECOMMENDATION**

Award a professional services contract to Innovative Transportation Solutions, Inc., in the 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.

## **PRIOR ACTION/REVIEW (Council, Boards, Commissions)**

On February 21, 2018, the Council Mobility Committee recommended approval to forward this item to the City Council for consideration.

## **FISCAL INFORMATION**

Funds have been budgeted for this contract in the FY 2017-2018 Transportation Operations account 350000.7854.

## **STRATEGIC PLAN RELATIONSHIP**

The City of Denton's Strategic Plan is an action-oriented road map that will help the City achieve its vision. The foundation for the plan is the five long-term Key Focus Areas (KFA): Organizational Excellence; Public Infrastructure; Economic Development; Safe, Livable, and Family-Friendly Community; and Sustainability and Environmental Stewardship. While individual items may support multiple KFAs, this specific City Council agenda item contributes most directly to the following KFA and goal:

**Related Key Focus Area: Public Infrastructure**

**Related Goal: 1.6 Collaborate with local, regional, state, and federal partners**

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet

Exhibit 2: Contract

Exhibit 3: Ordinance

Respectfully submitted:  
Karen Smith, 349-8436  
Purchasing Manager

For information concerning this acquisition, contact: Mario Canizares 940-349-8535.