



City of Denton

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

AGENDA INFORMATION SHEET

DEPARTMENT: Materials Management

CM: Todd Hileman

DATE: May 8, 2018

SUBJECT

Consider adoption of an ordinance of the City of Denton, Texas, a Texas home-rule municipal corporation, authorizing the City Manager to execute a Professional Services Agreement with Freese & Nichols, Inc., to perform construction project management for the G. Roland Vela Athletic Complex; and providing an effective date (RFQ 6590-002- Professional Services Agreement for project management awarded to Freese & Nichols, Inc. in the not-to-exceed amount of \$188,909). The \$188,909 contract amount is approximately 3.3% of the cost (\$5,692,727) of the project.

BACKGROUND

The Vela Athletic Complex originated in the 2005 Capital Improvement Program (CIP). Since then, the project has evolved in scope and the physical location of the athletic complex has changed. In October 2012, a 26-acre tract of land located along Riney Road and State Highway 77 was purchased by the City as the location for the Complex. In July 2013, Dunaway & Associates was selected as the design firm to design and engineer the Complex.

The final design for the Vela Athletic Complex includes four lighted adult multi-use fields, a restroom facility, concession stand, a playground, and several pavilion areas, fencing, and a parking lot. Due to the complexities, magnitude, and high profile nature of this project the City Manager's Office recommends retaining a firm experienced in project management. Outsourcing the project management will bring a level of expertise needed to provide accountability on the Contractor's work, minimize additional delays, and avoid construction cost overruns for the project. City staff and the Contractor, North Rock Construction LLC, have established an aggressive schedule for completing the project.

The project management scope of services includes, but not limited to:

- Regular meetings with City representatives to review and provide updates on the project status
- Site visits to observe progress and quality of work is in accordance with the construction contract documentation
- Review of material certified test reports
- Establish procedures for administering constructive changes / prepare documentation for contract modifications
- Maintain project documentation
- Review payment requests
- Conduct final review of the project for conformance of compliance

Request for Qualifications for professional engineering services were solicited using the City's formal solicitation process. City Council approved a pre-qualified list of engineering firms on March 6, 2018 (Ordinance 2018-331). Freese & Nichols, Inc., is the most qualified firm for these services.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On March 6, 2018 Request for Qualifications (RFQ) 6590 was approved by City Council to establish a pre-qualified list of professional engineering service providers. (Ordinance 18-331).

RECOMMENDATION

Award a professional services agreement with Freese & Nichols, Inc., for construction project management services in the not-to-exceed amount of \$188,909. The \$188,909 contract amount is approximately 3.3% of the cost (\$5,692,727) of the project.

PRINCIPAL PLACE OF BUSINESS

Freese & Nichols, Inc.
Fort Worth, Texas

ESTIMATED SCHEDULE OF PROJECT

Approximately 10 months from notice to proceed.

FISCAL INFORMATION

These services will be funded from project account 400171444.1360.40100. Requisition #137989 has been entered in the Purchasing software system in the amount of \$188,909.

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: Safe, Liveable & Family-Friendly Community
Related Goal: 4.3 Provide quality, diverse, and accessible neighborhood services for the community

EXHIBITS

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

Respectfully submitted:
Karen Smith, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Dean Hartley (940) 349-8243.