

# Memorandum



CITY OF DALLAS

DATE March 1, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **New Solicitation Platform – Bonfire Interactive**

On February 14, 2019 the City Council approved the “Rules Governing the Receipt of Electronic Submission of Bids and Proposals.” The rules are required by Section 252.0415 of the Texas Local Government Code, in order for a municipality to receive electronic submissions of bids and proposals.

The Office of Procurement Services began testing the new electronic bid submission platform, Bonfire Interactive, in mid-2018 and following City Council approval, the Office of Procurement Services, with the assistance of the Office of Business Diversity, began notifying vendors of the transition to a new system. Communications included:

- Formal notification to all currently registered vendors
- Notification to the 25 local chambers
- Update on the department’s website
- Internal announcement to staff
- Inclusion of announcement on all Procurement staff email signatures and addendums to current solicitations

The electronic bid submission platform will: eliminate manual processes, reduce project timelines, increase competition, streamline the solicitation process, auto tabulate bids and evaluations, and provide a secure and fully-cloud based online portal.

As of March 1, 2019, we currently have 1,394 registered vendors, and we will continue our communication efforts. Our new solicitation portal can be accessed at <https://dallascityhall.bonfirehub.com/login>.

If you have any questions, please contact Juanita Ortiz, Assistant Director, Office of Procurement Services at (214) 670-3348.

M. Elizabeth Reich  
Chief Financial Officer

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (I)  
Carol Smith, City Auditor (I)  
Billierae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer  
Laila Alequresh, Chief Innovation Officer  
Directors and Assistant Directors