

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Office of Risk Management

CMO: Jeanne Chipperfield, 670-7804

MAPSCO: N/A

SUBJECT

Authorize **(1)** an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and **(2)** a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the executive board of Texas Municipal League Intergovernmental Risk Pool - Not to exceed \$525,000 - Financing: Current Funds (subject to appropriations)

BACKGROUND

This agreement will provide one-year of excess workers' compensation insurance. Excess workers' compensation insurance limits the City's financial exposure on employee injury claims. This insurance provides coverage for catastrophic employee injury claims that exceed an established threshold.

On January 23, 2013, City Council authorized an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TMLIRP) for excess workers' compensation coverage effective February 1, 2013 through January 31, 2014, with two one-year renewal options.

It is recommended the City enter into an Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool (TMLIRP) for excess workers' compensation coverage to be effective February 1, 2016 through January 31, 2017, subject to the approval of TMLIRP's executive board. The City will pay the first \$1.5 million for each injury and an additional \$1 million corridor deductible.

TMLIRP is an interlocal government agency offering excess workers compensation coverage to political subdivisions in accordance with the Texas Workers' Compensation Act. TMLIRP maintains an "A" Stable rating from Standard and Poor's and provides coverage to other political subdivisions such as cities, municipal utility districts, transit authorities and public utility boards.

BACKGROUND (Continued)

Request for competitive sealed proposals for excess workers compensation insurance was issued on October 1, 2015 and opened on November 6, 2015. Proposals were then compared to governmental cooperative purchasing agreements in which it was determined that TMLIRP provided the most advantageous option.

TMLIRP conforms to the requirements of Texas Statutes that are applicable for competitive bids and proposals in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 23, 2013, City Council authorized an Interlocal Agreement and the purchase of a one-year insurance policy for Excess Workers' Compensation Insurance by Resolution No. 13-0240.

On March 4, 2013, the Budget Finance and Audit Committee briefing agenda included an informational memo.

On January 21, 2014, this item was included as a briefing memo to the Budget, Finance and Audit Committee.

On January 22, 2014, City Council authorized the first of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance by Resolution No. 14-0246.

On January 5, 2015, the Budget, Finance and Audit Committee was briefed on the excess workers' compensation coverage and recommended approval of this item at the January 28, 2015 Council meeting.

On January 28, 2015, City Council authorized the second of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance by Resolution No. 15-0161.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$525,000.00 - Current Funds (subject to appropriations)

OWNER

Texas Municipal League Intergovernmental Risk Pool

Carol Loughlin, Executive Director

February 10, 2016

WHEREAS, on January 23, 2013, City Council authorized an Interlocal Agreement and the purchase of a one-year insurance policy for Excess Workers' Compensation Insurance by Resolution No. 13-0240; and,

WHEREAS, on January 22, 2014, City Council authorized the first of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance by Resolution No. 14-0246; and,

WHEREAS, on January 28, 2015, City Council authorized the second of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance by Resolution No. 15-0161;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager is authorized to execute (1) an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and (2) a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the executive board of Texas Municipal League Intergovernmental Risk Pool (VS0000075750) from February 1, 2016 through January 31, 2017, upon approval as to form by the City Attorney in the amount of \$525,000.00.

Section 2. That the Chief Financial Officer is authorized to disburse funds from the following appropriation in accordance with the agreement between the City of Dallas and Texas Municipal League Intergovernmental Risk Pool in an amount not to exceed \$525,000.00 (subject to appropriations):

<u>FUND</u>	<u>DEPT</u>	<u>UNIT</u>	<u>OBJECT</u>	<u>ENCUMBRANCE</u>	<u>AMOUNT</u>
0189	ORM	3801	3310	CT-ORMEXCESSWCFY16	\$525,000.00

Section 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Trinity Watershed Management

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents - HSQ Technology, A Corporation, only proposer - Not to exceed \$293,850 - Financing: Stormwater Drainage Management Current Funds (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide the Trinity Watershed Management Flood Control Operations district with parts, telephone technical support and server upgrades for the Supervisory Control and Data Acquisition (SCADA) system. The SCADA system controls and monitors twelve flood control pump stations, forty-two flooded roadway warning systems and three sump gate structures. This system will automatically start and stop stormwater pumps, open and close water flow gates, provide pump station security and activate warning signs at high water crossings. The system can also notify City personnel by email of alarms or faults such as:

- Power failures
- Failure of computerized systems to respond
- Building intrusion after hours
- Fire alarms
- Failure of a pump to start

Additionally the system can produce real-time reports on the City's internal and public websites.

BACKGROUND (Continued)

The SCADA system is a specialized, custom built system, designed to meet the City's unique flood control and monitoring needs. In order for any vendor to provide maintenance, they must have specific details about the system and therefore other vendors are reluctant to enter into a contractual agreement with the City to service this equipment.

A four member committee from the following departments reviewed and evaluated the proposals:

- Trinity Watershed Management (1)
- Water Utilities (1)
- Communication and Information Services (1)
- Business Development & Procurement Services (1)*

*Business Development and Procurement Services only evaluated cost.

The successful proposer was selected by the committee on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 85%
- Experience and Capability 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,714 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015 by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 24, 2011, City Council authorized a three-year master agreement for parts, support and upgrades for the Supervisory Control and Data Acquisition and the Automated Local Evaluation in Real Time System for monitoring and control of flood incidents by Resolution No. 11-2164.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS) (Continued)

On September 11, 2013, City Council authorized a three-year service contract for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents by Resolution No. 13-1546.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$293,850.00 - Stormwater Drainage Management Current Funds (subject to annual appropriations)

M/WBE INFORMATION

- 288 - Vendors contacted
- 288 - No response
 - 0 - Response (Bid)
 - 0 - Response (No Bid)
 - 0 - Successful vendor

1,714 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

ETHNIC COMPOSITION

HSQ Technology, A Corporation

White Male	38	White Female	1
Black Male	1	Black Female	0
Hispanic Male	5	Hispanic Female	1
Other Male	3	Other Female	2

PROPOSAL INFORMATION

The following proposal was received from solicitation number BUZ1524 and opened on July 22, 2015. This service contract is being awarded in its entirety to the only proposer.

*Denotes successful proposer

PROPOSAL INFORMATION (Continued)

<u>Proposer</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*HSQ Technology, A Corporation	26227 Research Road Hayward, CA 94545	98%	\$293,850.00

Note: A single bid/proposal review process has been conducted and no exceptions have been found.

OWNER

HSQ Technology, A Corporation

Harold K. Spence, President
James Wilkinson, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents - HSQ Technology, A Corporation, only proposer - Not to exceed \$293,850 - Financing: Stormwater Drainage Management Current Funds (subject to annual appropriations)

HSQ Technology, A Corporation is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$293,850.00	100.00%
TOTAL CONTRACT	\$293,850.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local & Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

February 10, 2016

WHEREAS, on August 24, 2011, City Council authorized a three-year master agreement for parts, support and upgrades for the Supervisory Control and Data Acquisition and the Automated Local Evaluation in Real Time System for monitoring and control of flood incidents by Resolution No. 11-2164; and,

WHEREAS, on September 11, 2013, City Council authorized a three-year service contract for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents by Resolution No. 13-1546;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager is authorized to execute a service contract with HSQ Technology, A Corporation (264584) for parts, support and upgrades for the Supervisory Control and Data Acquisition System for monitoring and control of flood incidents for a term of three years in an amount not exceed \$293,850.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to HSQ Technology, A Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by HSQ Technology, A Corporation under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$293,850.00 (subject to annual appropriations) from Service Contract number BUZ1524.

Section 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
City Auditor

CMO: Jeanne Chipperfield, 670-7804
Craig Kinton, 670-3222

MAPSCO: N/A

SUBJECT

Authorize a three-year professional services contract, with two one-year renewal options, for sales tax compliance review and recovery services - TexasCityServices, LLC, most advantageous proposer of four - Estimated Net Annual Revenue: \$558,600

BACKGROUND

This professional service contract will provide the City with sales tax compliance review and recovery services. This contract will allow the contractor to conduct review and recovery services to assist the City with the detection, documentation and correction of errors and omissions related to sales and use tax collections. The proposal submitted reflects anomalies in sales tax collections, reporting and remissions for businesses within the City's jurisdictional boundaries.

The City will pay TexasCityServices, LLC 24 percent of the sales and use tax revenue received by the City from correction of taxpayer reporting errors detected and documented by the Sales and Use Tax Compliance Review. The 24 percent contingency fee is based on the revenue received by the City as a result of the work completed by TexasCityServices, LLC. The 24 percent contingency fee applies to all sales and use tax revenues corrected for the City for any periods prior to the date of correction. The 24 percent contingency fee also applies to revenues received for the first eight consecutive reporting quarters following the date of correction; however, the City will not pay any fees until monies recovered for the City have been received from the State Comptroller of Public Accounts.

BACKGROUND (Continued)

A six member committee from the following departments reviewed and evaluated the proposals:

- Office of Financial Services (2)
- City Manager's Office (1)
- City Auditor's Office (2)
- Business Development and Procurement Services (1)*

*Business Development and Procurement Services only evaluated the fee structure.

The successful proposer was selected by the committee on the basis of demonstrated competence and qualifications under the following criteria:

- Overall approach and methodology 35%
- Project staffing 25%
- Provider experience 20%
- Fee structure 20%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 780 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 8, 2010, City Council authorized a three-year professional services contract, with three one-year renewal options, for sales tax compliance review and recovery services by Resolution No. 10-2268.

On August 14, 2013, City Council authorized supplemental agreement no. 1 to exercise the first of three one-year renewal options of the professional services contract for sales tax compliance review and recovery services extending the term through September 7, 2014, by Resolution No. 13-1284.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS) (Continued)

On August 13, 2014, City Council authorized supplemental agreement no. 2 to exercise the second of three one-year renewal options of the professional services contract for sales/use tax compliance review and recovery services extending the term through September 7, 2015, by Resolution No. 14-1214.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$558,600.00 - Estimated Net Annual Revenue

M/WBE INFORMATION

- 148 - Vendors contacted
- 148 - No response
 - 0 - Response (Bid)
 - 0 - Response (No bid)
 - 0 - Successful

780 M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

ETHNIC COMPOSITION

TexasCityServices, LLC

White Male	3	White Female	2
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

PROPOSAL INFORMATION

The following proposals were received from solicitation number BKZ1518 and read on July 2, 2015. This professional services contract is being awarded in its entirety to the most advantageous proposer.

*Denotes successful proposer

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*TexasCityServices, LLC	2840 Keller Springs Rd. Suite 102 Carrollton, TX 75006	86.92%
MuniServices, LLC	12301 Kurland Dr. Suite 150 Houston, TX 77034	86.51%
TexasCityServices, LLC (Alternate)	2840 Keller Springs Rd. Suite 102 Carrollton, TX 75006	86.50%
Sales Tax Assurance, LLC	8700 Manchaca Rd. Suite 106 Austin, TX 78748	76.82%

OWNER

TexasCityServices, LLC

Kyle Kasner, President

February 10, 2016

WHEREAS, on September 8, 2010, City Council authorized a three-year professional services contract, with three one-year renewal options, for sales tax compliance review and recovery services by Resolution No. 10-2268; and,

WHEREAS, on August 14, 2013, City Council authorized supplemental agreement no. 1 to exercise the first of three one-year renewal options of the professional services contract for sales tax compliance review and recovery services extending the term through September 7, 2014, by Resolution No. 13-1284; and,

WHEREAS, on August 13, 2014, City Council authorized supplemental agreement no. 2 to exercise the second of three one-year renewal options of the professional services contract for sales/use tax compliance review and recovery services extending the term through September 7, 2015, by Resolution No. 14-1214; and,

WHEREAS, on November 2, 2015, Administrative Action No. 15-7056 authorized extension of the service contract for four months from September 8, 2015 to January 7, 2016;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager is authorized to execute a professional services contract with TexasCityServices, LLC (VS88012) for sales tax compliance review and recovery services for a term of three years, with two one-year renewal options, for an estimated annual net revenue amount of \$558,600.00, upon approval as to form by the City Attorney.

Section 2. That the Chief Financial Officer is hereby authorized to receive and deposit all revenues received from the State Comptroller as follows:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Revenue Source</u>
0001	BMS	1253	6100

Section 3. That the City will pay the contractor a 24% contingency fee based on the sales and use tax revenue received from the correction of detected and documented taxpayer reporting errors. That the Chief Financial Officer is authorized to disburse fees from the following appropriation:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Object Code</u>
0001	BMS	1991	3099

Section 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Aviation

CMO: Jeanne Chipperfield, 670-7804
Ryan S. Evans, 671-9837

MAPSCO: 34E

SUBJECT

Authorize the purchase of one airfield passenger bus for Love Field – Cobus Industries, LP, most advantageous proposer of two – Not to exceed \$398,500 - Financing: Aviation Current Funds

BACKGROUND

The purchase of one airfield passenger bus will enable Aviation to efficiently and safely transport passengers from the airfield at Love Field to the terminal when flights experience major delays.

The airfield passenger bus is uniquely designed to meet United States Department of Transportation (DOT) and International Air Transport Association (IATA) regulations to operate within the confines of an airport airfield. The airfield passenger bus has the ability to transport 112 passengers compared to a standard bus' capability of carrying 55 passengers. This allows for a more efficient loading and unloading of passengers on the apron, while utilizing fewer vehicles and minimizing apron traffic. The passenger transportation bus includes a separate secure driver compartment separating the driver from the passenger section. This provides added security to the driver and limits unauthorized access and control of the vehicle.

Following the repeal of the Wright Amendment on October 13, 2014, Love Field has experienced an increase in traffic of passenger travel. Currently, Love Field's traffic has far exceeded early projections and is now seeing an increase in travel numbers which were not expected until 2017. Love Field anticipates approximately 200 flights per day airport wide with Southwest, Virgin and Delta Airlines. This activity will place the airport very near its functional capacity with very little room to absorb any irregular flight activity.

BACKGROUND (Continued)

During high traffic activity or times of inclement weather, Love Field is the immediate backup for Dallas Fort Worth International Airport (DFW). It is not unusual for Love Field to see an occasional flight re-routed from DFW; stopping at Love Field to avoid hazards elsewhere. During this high traffic time, it is Love Field’s responsibility to ensure passenger rights are met based on all applicable DOT and IATA regulations.

On August 23, 2011, the DOT office of Aviation Enforcement and Proceedings issued rule # DOT 199-09 stating, in part:

- Requires all carriers that must adopt apron delay contingency plans to file data with the Department regarding lengthy apron delays
- Requires U.S. air carriers to not permit a domestic flight to remain on the apron at a U.S. airport for more than three hours without allowing passengers to deplane subject to safety, security, and ATC exceptions
- Requires foreign air carriers to not permit an international flight to remain on the apron at a U.S. airport for more than four hours without allowing passengers to deplane subject to safety, security, and ATC exceptions

Failure to meet the required procedure may subject the airline and/or airport to fines up to \$27,500 for each passenger on board.

A seven member committee from the following departments reviewed and evaluated the qualifications:

- Aviation (2)
- Fire-Rescue (1)
- Water Utilities (1)
- Equipment and Building Services (1)
- Business Development and Procurement Services (2)*

*Business Development and Procurement Services only evaluated the Business Inclusion and Development Plan and cost.

The successful proposer was selected by the committee on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30%
- Capability and expertise of the proposer 10%
- Functional match to the City’s requirements 45%
- Business Inclusion and Development Plan 15%

BACKGROUND (Continued)

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 335 email proposal notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more proposals, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 40 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$398,500.00 – Aviation Current Funds

M/WBE INFORMATION

- 30 - Vendors contacted
- 30 - No response
 - 0 - Response (Bid)
 - 0 - No response (No Bid)
 - 0 - Successful

335 – M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

ETHNIC COMPOSITION

Cobus Industries, LP

White Male	1	White Female	0
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

PROPOSAL INFORMATION

The following proposals were received from solicitation number BNZ1514 and were opened on October 16, 2015. This purchase is being awarded in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Cobus Industries, LP	40 Robinwood Road Trumbull, CT 06611	82%	\$398,500.00
TAM Durabus d.o.o.	Cesta k Tamu 33 2000 Maribor, Slovenia	61%	\$320,129.00

OWNER

Cobus Industries, LP

Don Frassetto, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize the purchase of one airfield passenger bus for Love Field – Cobus Industries, LP, most advantageous proposer of two – Not to exceed \$398,500 - Financing: Aviation Current Funds

Cobus Industries, LP is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their workforce.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$398,500.00	100.00%
TOTAL CONTRACT	\$398,500.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local & Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

February 10, 2016

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the purchase of one airfield passenger bus for Love Field is authorized with Cobus Industries, LP (VS88394) in an amount not to exceed \$398,500.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for one airfield passenger bus for Love Field. If a formal contract is required for this purchase instead of a purchase order, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$398,500.00:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Object</u>	<u>Amount</u>	<u>Encumbrance</u>
0130	AVI	7725	4890	\$398,500.00	POAVI00000123421

Section 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Sanitation Services

CMO: Jeanne Chipperfield, 670-7804
Joey Zapata, 670-3009

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for waste and recycling collection roll carts – Toter, LLC through the Houston–Galveston Area Council of Governments - Not to exceed \$3,683,408 - Financing: Sanitation Current Funds

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide waste and recycling collection roll carts throughout the City. Approximately 81,000 waste and recycling collection roll carts covered by this master agreement will be utilized in growth areas of the City as well as replacements for broken or stolen roll carts. Roll carts come in three sizes (48, 64 and 96-gallons) and are gray (residential waste) and blue and black (recycle waste) in color. The City collects an estimated 233,000 tons of refuse and 55,000 tons of recycling from residential customers annually.

Houston-Galveston Area Council of Governments (HGAC) conforms to the requirements of Texas Statutes that are applicable to competitive bids and proposals, in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code. In addition, HGAC receives bids from manufacturers and dealers throughout the United States.

PRIOR ACTION/REVIEW (COUNCIL BOARDS, COMMISSIONS)

On November 12, 2013, City Council authorized a three-year master agreement for waste and recycling collection roll carts by Resolution No. 13-1916.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$3,683,408.00 - Sanitation Current Funds

ETHNIC COMPOSITION

Toter, LLC

White Male	66	White Female	23
Black Male	56	Black Female	11
Hispanic Male	75	Hispanic Female	27
Other Male	21	Other Female	4

OWNER

Toter, LLC

Henry Retamal, Division President
Jim Pickett, Vice President

February 10, 2016

WHEREAS, on November 12, 2013, City Council authorized a three-year master agreement for waste and recycling collection roll carts by Resolution No. 13-1916;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That a master agreement for the purchase of waste and recycling collection roll carts is authorized with Toter, LLC (333498) through the Houston–Galveston Area Council of Governments for a term of one year in an amount not to exceed \$3,683,408.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for waste and recycling collection roll carts. If a written contract is required or requested for any or all purchases of waste and recycling collection roll carts under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,683,408.00 from Master Agreement number BP1405.

Section 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

AGENDA ITEM # 7

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Aviation
Trinity Watershed Management
Water Utilities

CMO: Jeanne Chipperfield, 670-7804
Ryan S. Evans, 671-9837
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for electrical supplies – Crawford Electric Supply Co., lowest responsible bidder of six - Not to exceed \$7,618,837 - Financing: Current Funds (\$3,396,203), Water Utilities Current Funds (\$3,833,547), Aviation Current Funds (\$198,839) and Stormwater Drainage Management Current Funds (\$190,248)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will provide for the purchase of various types of electrical supplies that will be used for maintenance at all City facilities such as:

- Water Utilities' facilities
- Park and Recreation facilities
- Libraries
- Kay Bailey Hutchison Convention Center Dallas
- Love Field Airport
- Police and Fire stations

BACKGROUND (Continued)

This agreement will be used to purchase electrical items such as conduit, lighting fixtures, switches, motors, starters, transformers, testing equipment, wire, monitoring equipment, relays, ballast, fuses, electrical safety related equipment and tools.

Water Utilities and Equipment and Building Services will use this agreement to replenish warehouse locations with electrical parts and supplies necessary for the maintenance of City facilities.

Street Services will utilize this agreement for maintaining traffic control systems by supplying parts that will be used in the relocation, installation and maintenance of the traffic system. This agreement will also be used to maintain the citywide Communication and Information Service data infrastructure by supplying fiber optic cables, connectors, mini-com boxes, media cable patches and accessories necessary to help maintain the local area network and wide area network.

This solicitation was structured in a manner which required bidders to submit a percentage discount from Trader Service Pro catalog. This bid resulted in an average discount of 81.54%, as compared to the 2013 discount of 80.28%.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 304 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 12, 2013, City Council authorized a three-year master agreement for electrical supplies by Resolution No. 13-0934.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$3,396,203.11 - Current Funds

\$3,833,546.39 - Water Utilities Current Funds

\$ 198,839.28 - Aviation Current Funds

\$ 190,247.68 - Stormwater Drainage Management Current Funds

M/WBE INFORMATION

54 - Vendors contacted
54 - No response
0 - Response (Bid)
0 - Response (No bid)
0 - Successful

304 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

ETHNIC COMPOSITION

Crawford Electric Supply Co.

White Male	6	White Female	2
Black Male	1	Black Female	2
Hispanic Male	1	Hispanic Female	1
Other Male	0	Other Female	0

BID INFORMATION

The following bids were received from solicitation number BC1601 and were opened on December 18, 2015. This master agreement is being awarded to the lowest responsive and responsible bidder by group. Information related to this solicitation is available upon request.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
*Crawford Electric Supply Co.	2928 Irving Blvd. Dallas, TX 75247	Multiple Groups
Wesco Distribution	9400 N. Royal Ln. #100 Irving, TX 75063	Multiple Groups
Summit Electric Supply	2646 Manana Dr. Dallas, TX 75220	Multiple Groups
DX Electric Company	2525 E. Union Bower Rd. Irving, TX 75061	Multiple Groups

BID INFORMATION (Continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
Elliott Electric Supply	10390 Shady Tr. Dallas, TX 75220	Non-Responsive**
Lonestar Electric Supply	999 Regal Row Dallas, TX 75247	Non-Responsive**

**Elliott Electric Supply and Lonestar Electric Supply were deemed non-responsive due to not meeting specifications.

OWNER

Crawford Electric Supply Co.

Tim Horny, President
Kelly Johns, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for electrical supplies – Crawford Electric Supply Co., lowest responsible bidder of six - Not to exceed \$7,618,837 - Financing: Current Funds (\$3,396,203), Water Utilities Current Funds (\$3,833,547), Aviation Current Funds (\$198,839) and Stormwater Drainage Management Current Funds (\$190,248)

Crawford Electric Supply Co. is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$7,618,836.46	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$7,618,836.46	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local & Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>

February 10, 2016

WHEREAS, on June 12, 2013, City Council authorized a three-year master agreement for electrical supplies by Resolution No. 13-0934;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That a master agreement for the purchase of electrical supplies is authorized with Crawford Electric Supply Co. (516246) for a term of three years in an amount not to exceed \$7,618,836.46.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for electrical supplies. If a written contract is required or requested for any or all purchases of electrical supplies under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$7,618,836.46 from Master Agreement number BC1601.

Section 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

AGENDA ITEM # 8

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 10, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Communication and Information Services

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize supplemental agreement no. 5 to exercise the second one-year renewal option of the service contract with Austin Ribbon & Computer Supplies, Inc. for the lease or purchase of desktop computers, computer related equipment, accessories and various managed services - Not to exceed \$3,406,977, from \$34,798,253 to \$38,205,230 - Financing: Current Funds (subject to appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This renewal will allow the City to continue to lease and purchase desktop computers, computer related equipment and accessories. Additionally, this contract includes vendor provided services such as dedicated onsite support, vendor website for order processing (E-Commerce), asset management support and hard drive and computer equipment shredding services.

To continue ensuring the most effective use and security of computing equipment throughout the City, configuration standards have been established for all new and replacement computer orders. Standardization has also achieved efficiencies in the ongoing maintenance and repair of computers citywide.

This supplemental meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 11, 2009, City Council authorized a sixty-month master agreement, with three twelve-month renewal options, for the purchase of mobile data computers, equipment mounting hardware and maintenance for Police and Dallas Fire-Rescue; and professional installation services by Resolution No. 09-0453.

On February 11, 2009, City Council authorized a sixty-month contract, with three twelve-month renewal options, for the lease or purchase of all forms of computers and computer related equipment and accessories to include various managed services by Resolution No. 09-0454.

On February 17, 2015, the Budget, Finance and Audit Committee was briefed via memorandum.

On February 25, 2015, City Council authorized supplemental agreement no. 4 to exercise the first one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services by Resolution No. 15-0342.

Information about this item will be provided to the Budget, Finance and Audit Committee on February 1, 2016.

FISCAL INFORMATION

\$3,406,977.00 - Current Funds (subject to appropriations)

ETHNIC COMPOSITION

Austin Ribbon & Computer Supplies, Inc.

White Male	19	White Female	14
Black Male	7	Black Female	0
Hispanic Male	10	Hispanic Female	2
Other Male	10	Other Female	7

OWNER

Austin Ribbon & Computer Supplies, Inc.

Ryan Grant, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize supplemental agreement no. 5 to exercise the second one-year renewal option of the service contract with Austin Ribbon & Computer Supplies, Inc. for the lease or purchase of desktop computers, computer related equipment, accessories and various managed services - Not to exceed \$3,406,977, from \$34,798,253 to \$38,205,230 - Financing: Current Funds (subject to appropriations)

Austin Ribbon & Computer Supplies, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY - THIS ACTION ONLY

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$3,406,977.00	100.00%
Non-local contracts	\$0.00	0.00%
TOTAL THIS ACTION	\$3,406,977.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Austin Ribbon & Computer Supplies, Inc.	WFWB61978N0516	\$3,406,977.00	100.00%
Total Minority - Local		\$3,406,977.00	100.00%

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE PARTICIPATION

	<u>This Action</u>		<u>Participation to Date</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$3,406,977.00	100.00%	\$38,205,230.00	100.00%
Total	\$3,406,977.00	100.00%	\$38,205,230.00	100.00%

February 10, 2016

WHEREAS, on February 11, 2009, City Council authorized a sixty-month master agreement, with three twelve-month renewal options, for the purchase of mobile data computers, equipment mounting hardware and maintenance for Police and Dallas Fire-Rescue; and professional installation services by Resolution No. 09-0453; and,

WHEREAS, on February 11, 2009, City Council authorized a sixty-month contract, with three twelve-month renewal options, for the lease or purchase of all forms of computers and computer related equipment and accessories to include various managed services by Resolution No. 09-0454; and,

WHEREAS, on December 18, 2013, Administrative Action No. 13-7014 authorized supplemental agreement no. 1 to the service contract with Austin Ribbon & Computer Supplies, Inc. to add the Statement of Work for Office 365 email migration; and,

WHEREAS, on February 11, 2014, Administrative Action No. 14-5420 authorized supplemental agreement no. 2 to the service contract with Austin Ribbon & Computer Supplies, Inc. to extend the contract term from February 16, 2014 to February 15, 2015; and,

WHEREAS, on June 2, 2014, Administrative Action No. 14-6035 authorized supplemental agreement no. 3 to the service contract with Austin Ribbon & Computer Supplies, Inc. to add changes to the Statement of Work for Office 365 email migration through supplemental agreement no. 1; and,

WHEREAS, on February 25, 2015, City Council authorized supplemental agreement no. 4 to exercise the first one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services in an amount not to exceed \$3,557,706.00, increasing the service contract amount from \$31,240,547.00 to \$34,798,253.00, by Resolution No. 15-0342;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That following approval as to form by the City Attorney, the City Manager is hereby authorized to execute supplemental agreement no. 5 to exercise the second one-year renewal option of the service contract with Austin Ribbon & Computer Supplies, Inc. (263234) for the lease or purchase of desktop computers, computer related equipment, accessories and various managed services in an amount not to exceed \$3,406,977.00, increasing the service contract amount from \$34,798,253.00 to \$38,205,230.00.

February 10, 2016

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,406,977.00 (subject to appropriations) from Service Contract number BGZ0805.

Section 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

Memorandum



CITY OF DALLAS

DATE January 29, 2016

TO Budget, Finance, & Audit Committee Members: Jennifer S. Gates, Chair, Philip T. Kingston, Vice-Chair, Deputy Mayor Pro-Tem Erik Wilson, Scott Griggs, and Lee M. Kleinman

SUBJECT **Addendum Upcoming Agenda Item on the February 10, 2016 Council Agenda – Authorize an amendment to Resolution No. 14-1080 approved on June 25, 2014 for a grant from the Texas Department of State Health Services to provide services to the homeless through the Healthy Community Collaborative to change the contract service period from August 31, 2015 to August 31, 2016**

This item authorizes an amendment to Resolution No. 14-1080, previously approved on June 25, 2014, for a grant from the Texas Department of State Health Services to provide services to the homeless through the Healthy Community Collaborative to change the contract service period from August 31, 2015 to August 31, 2016.

A handwritten signature in black ink, appearing to read 'Alan E. Sims'.

Alan E. Sims
Chief of Neighborhood Plus

c: The Honorable Mayor and Members of the City Council
A. C. Gonzalez, City Manager
Rosa A. Rios, City Secretary
Warren M.S. Ernst, City Attorney
Craig Kinton, City Auditor
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P. E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor and Council