



# **DALLAS PARK AND RECREATION BOARD AGENDA**

**THURSDAY, DECEMBER 6, 2018  
DALLAS CITY HALL  
1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201  
214-670-4078**

**CANCELLED: Administration and Finance Committee, Room 6FS  
CANCELLED: Planning and Design Committee, Room 6FN  
8:30 am: Park and Recreation Board, Room 6FN**

RECEIVED

2018 NOV 30 PM 1:36

CITY SECRETARY  
DALLAS, TEXAS



Rodney Schlosser, Chair  
Yolanda Williams, Vice Chair  
Harrison Blair  
Calvert Collins-Bratton  
Robb P. Stewart  
Taylor Toynes  
Sonya Woods

Public Notice

181110

POSTED CITY SECRETARY  
DALLAS, TX

---

DALLAS PARK AND RECREATION BOARD  
ADMINISTRATION AND FINANCE COMMITTEE  
DALLAS CITY HALL, ROOM 6FS  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, DECEMBER 6, 2018  
(8:30 A.M.)

CANCELLED

**Handgun Prohibition Notice for Meetings  
of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

*"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."*

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

*"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."*



Jesse Moreno, Chair  
Becky Rader, Vice Chair  
Barbara Barbee  
Timothy W. Dickey  
Jeff Kitner  
Paul Sims  
Bo Slaughter

## Public Notice

1 8 1 1 1 1

POSTED CITY SECRETARY  
DALLAS, TX

RECEIVED

2018 NOV 30 PM 1:36

CITY SECRETARY  
DALLAS, TEXAS

---

DALLAS PARK AND RECREATION BOARD  
PLANNING AND DESIGN COMMITTEE  
DALLAS CITY HALL, ROOM 6FN  
1500 MARILLA STREET, DALLAS, TEXAS 75201  
THURSDAY, DECEMBER 6, 2018  
(8:30 A.M.)

CANCELLED

### **Handgun Prohibition Notice for Meetings of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

*"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."*

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

*"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."*



RECEIVED

**AGENDA - REVISED  
DALLAS PARK AND RECREATION BOARD  
DALLAS CITY HALL**

*Public Notice*

2018 NOV 30 PM 2: 34

**1500 MARILLA STREET, ROOM 6FN  
DALLAS, TEXAS 75201**

1 8 1 1 1 3

**CITY SECRETARY THURSDAY, DECEMBER 6, 2018 8:30 A.M.  
DALLAS, TEXAS (Public Speakers sign in by 8:00 A.M.)**

**POSTED** CITY SECRETARY  
DALLAS, TX

Robert Abtahi, President, District 15

Barbara A. Barbee, District 1  
Jesse Moreno, District 2  
Taylor I. Toynes, District 3  
Harrison Blair, District 4  
Yolanda F. Williams, District 5  
Timothy W. Dickey, District 6  
Sonya Woods, District 7

Bo Slaughter, District 8  
Becky Rader, District 9  
Robb P. Stewart, Vice President District 10  
Jeff Kitner, District 11  
Rodney Schlosser, District 12  
Calvert Collins-Bratton, District 13  
Paul Sims, District 14

**1. Speakers**

- 2. Approval of Minutes of the November 15, 2018 Park and Recreation Board Meeting.**

**CONSENT AGENDA (ITEMS 3 – 4)**

**ADMINISTRATION AND FINANCE COMMITTEE**

- 3. Service Agreement (1,3,9,14) – Authorize a five-year service agreement to provide Point of Sale (POS) computer hardware equipment and hardware support services for the Park and Recreation Department with NewBold Corporation, most advantageous proposer of two – Total not to exceed \$149,844 – Financing: Recreation Program Fund (subject to annual appropriations)**
- 4. Service Agreement (All) – Authorize a three-year service agreement for upgrades, training, maintenance, and support of the recreation management software system (RecTrac) for Park and Recreation Department - Vermont Systems, Inc., sole source - Total award not to exceed \$159,883 – Financing: Recreation Program Fund (subject to annual appropriations)**

**PLANNING AND DESIGN COMMITTEE**

**NONE**

**BRIEFING**

- 5. Trust for Public Land, Ryan O'Connor, Senior Park Manager**

**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 2 - REVISED**  
**DALLAS CITY HALL**  
**1500 MARILLA STREET, ROOM 6FN**  
**DALLAS, TEXAS 75201**  
**THURSDAY, DECEMBER 6, 2018, 8:30 A.M.**

**OTHER/NON-ACTION ITEMS**

6. Park Board Agenda Management, Tony Becker, Park Board Secretary
7. Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Oak Lawn Park and Arlington Hall Conservancy, Senior Affairs Commission, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park
8. Staff Announcements – Upcoming Park and Recreation Department Events
9. Next Park and Recreation Board Regular Meeting: Thursday, December 13, 2018, at Dallas City Hall.
10. Adjournment

**DALLAS PARK AND RECREATION BOARD AGENDA – PAGE 3 - REVISED**  
**DALLAS CITY HALL**  
**1500 MARILLA STREET, ROOM 6FN**  
**DALLAS, TEXAS 75201**  
**THURSDAY, DECEMBER 6, 2018, 8:30 A.M.**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

---

**Handgun Prohibition Notice for Meetings**  
**of Governmental Entities**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola código), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola código."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

Regular Meeting: Robert Abtahi, President, presiding

Present: Robert Abtahi, President; Robb P. Stewart, Vice President; Barbara A. Barbee, Harrison Blair, Calvert Collins-Bratton, Timothy W. Dickey, Jeff Kitner, Jesse Moreno, Susan Rader, Rodney Schlosser, Paul Sims, Ernest Slaughter, Taylor I. Toynes, Yolanda F. Williams, Sonya Woods - 15

Absent: NONE

President Abtahi called the meeting to order at 9:39 a.m.

Agenda Item 1. President Abtahi and Director, Willis Winters presented a certificate to the 2018 Park and Recreation Staff recipients of the Certified Park and Recreation Professional certification (CPRP).

Agenda Item 2. Public Speakers. Julia Rapport, Essential Light Design Studio, wanted to speak and answer any questions about Agenda Item 13.

Agenda Item 3. A motion by Tim Dickey, seconded by Jesse Moreno, to amend the November 1, 2018 minutes related to Agenda Item 14 to add comments to call attention to a possible Charter Violation and information discovered about Ad Valorem Tax Funds discussed during this item. Assistant City Attorney Connie Tankersley counseled the Board regarding the appropriateness of adding comments to minutes. Minutes should indicate Board Action taken during a meeting. Mr. Dickey formally requested a legal opinion on the matter he raised. Ms. Tankersley offered meet with Mr. Dickey and research the matter. Mr. Dickey withdrew his motion.

A motion by Bo Slaughter, seconded by Barbara Barbee to approve the minutes of the November 1, 2018 Park and Recreation Board Meeting, was carried. The vote was unanimous.

President Abtahi moved to Agenda Item #15 so Interim City Attorney, Chris Caso, could answer any Board questions.

#### **CONSENT AGENDA (ITEMS 4 - 13)**

Vice President Robb Stewart moved, seconded by Bo Slaughter to approve items 4 – 12 and move Item 13 to Individual Consideration. The vote was carried by unanimous vote.

#### **ADMINISTRATION AND FINANCE COMMITTEE**

Agenda Item 4. Fair Park (7) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize a 90-day contract extension with Platinum Event Services, Inc. to provide crowd management services at Fair Park for a period commencing on February 27, 2019 and terminating on May 26, 2019 – Estimated Annual Revenue: \$90,168.67, was carried. The vote was unanimous.

Agenda Item 5. Fair Oaks Tennis Center (10) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize the waiver of monthly court fees, paid to the City of Dallas from reopening of the tennis center for a period not to exceed six (6) months, by tennis professional, Donald M. Rains at Fair Oaks Tennis Center – Financing: Estimated revenue loss: \$13,410.00 and financial impact of \$4,500.00, was carried. The vote was unanimous.

#### **PLANNING AND DESIGN COMMITTEE**

Agenda Item 6. Elmwood Trail (1) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize a professional services contract with Urban Engineers Group, Inc. for schematic design, design development, construction documents, procurement and construction observation phases for Elmwood Trail Phase Three, located north of the existing Elmwood Parkway Trail Phase One – Not to exceed \$238,815.00 – Financing: 2017 Bond Funds, was carried. The vote was unanimous.

DRAFT

Agenda Item 7. Flag Pole Hill Park (10) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize a professional services contract with Dunaway Associates, L.P. for schematic design, design development, construction documents, procurement and construction observation phases for the Flag Pole Hill - Phase 1 Master Plan Implementation project located at 8015 Doran Circle – Not to exceed \$168,050.00 – Financing: 2017 Bond Funds, was carried. The vote was unanimous.

Agenda Item 8. Kidd Springs Park (1) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize an increase in the construction contract with A S Con, Inc. to provide additional erosion control on the dam, landscape and lighting modifications at Kidd Springs Park located at 700 West Canty Street – Not to exceed \$78,579.48, from \$726,578.00 to \$805,157.48 – Financing: 2006 Bond Funds was carried. The vote was unanimous.

Agenda Item 9. St. Augustine Park (5) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize acquisition from KB Home Lone Star, LP of approximately 104,884 square feet tract of land (2.408 acres) consisting of vacant lots located at 1520, 1524, 1528, 1536, 1540, 1544, 1548, 1552, 1556, 1560, 1564, 1568, 1608, 1612, and 1616 Red Cloud Drive for incorporation into St. Augustine Park – Financing: No cost consideration to the City (approximate annual Operation and Maintenance Cost \$25,000.00), was carried. The vote was unanimous.

Agenda Item 10. Northaven Trail (13) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize acquisition from Oncor Electric Delivery Company LLC for a tract of land containing approximately 30,000 square feet, located between Strait Lane and Inwood Road for the Northaven Trail Phase 2A Project – Not to exceed \$50,000.00 (\$44,211.00, plus closing costs and title expenses not to exceed \$5,789.00) – Financing: Capital Projects Reimbursement Funds, was carried. The vote was unanimous.

Agenda item 11. Meadowstone Park (8) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize a ten-year, no cost, lease renewal agreement with Oak Cliff Bible Fellowship, for a tract of land containing approximately 143,750 square feet (3.3 acres) to be included as part of Meadowstone Park located at 2700 Meadow Stone Lane – Financing: No cost consideration to the City, was carried. The vote was unanimous.

Agenda Item 12. Fair Park (7) – A motion by Robb Stewart, seconded by Bo Slaughter, to authorize the rejection of the one proposal for construction of the Exterior Lighting Upgrades at the Fair Park Music Hall, received on September 28, 2018 – Financing: No cost consideration to the City (deferred from November 1, 2018), was carried. The vote was unanimous.

Agenda Item 13. Fair Park (7) – A motion by Jesse Moreno, seconded by Tim Dickey to split Item 13 into 2 separate actions (#1 and #2 listed below) and take each vote individually, was carried by unanimous vote.

A motion by Jesse Moreno, seconded by Tim Dickey, to authorize Supplemental Agreement No. 1 to the design-build contract with Harrison, Walker & Harper, LP for the design and construction of Fair Park Facility Improvements for Music Hall, located at 909 First Avenue for (1) additional architectural and engineering design services and an increase in the early construction package for an elevator and Americans with Disabilities Act improvements in the amount of \$723,556.00, was carried by unanimous vote.

A motion by Jesse Moreno, seconded by Tim Dickey to defer the following section to the December 6, 2018 Board meeting was presented for discussion: (2) an increase in the early construction package to add exterior lighting in the amount of \$610,000.00 for a total amount not to exceed \$1,333,556.00, from \$930,303.00 to \$2,263,859.00 – Financing: Fair Park Improvements (C) Fund (deferred from November 1, 2018). The question was called by Rodney Schlosser and seconded by Robb Stewart. The vote to call the question was carried 10-3-2 (with Moreno, Sims, and Williams voting nay. Blair and Toynes not present when vote taken). The motion to defer to December 6 failed 6-7-2 (with Schlosser, Rader, Woods, Abtahi, Sims, Barbee, Collins-Bratton voting nay. Blair and Toynes not present when vote taken). A new motion to approve section 2 was moved by Sonya Woods and seconded by Becky Rader. Mr. Schlosser made a friendly amendment to approve the exterior lighting and take out the aesthetic component. This



amendment was not accepted. The vote to approve section 2 was carried by majority vote 12-2-1 (with Blair and Moreno voting nay. Toynes not present when vote taken).

### **BRIEFINGS**

Agenda Item 14. Sharrock Historic Site Master Plan was briefed by Louise Elam, Assistant Director. Ms. Elam introduced Trent Williams, Senior Park Manager, who presented the briefing along with Ellen Calhoun from Studio Outside.

Agenda Item 15. Samuell Farm and Trust Update was briefed by John Jenkins, Deputy Director. Mr. Jenkins presented the briefing and introduced Greg Hudson, President of the Dallas Zoo, who answered some questions. The Board gave direction to Staff to develop a Master Plan and present before the Board at a future date.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

Agenda Item 16. Sharrock Historic Site (3) – A motion by Barbara Barbee, seconded by Bo Slaughter, to authorize 1) adoption of the Master Plan for the un-named park land containing the Sharrock Niblo Historic Overlay site located at 6900 Grady Niblo Road and 2) approve the placeholder name for the park land as "Sharrock Family Homestead Park", located at 6900 Grady Niblo Road – Financing: No cost consideration to the City, was carried. The vote was unanimous. (Toynes not present when vote taken)

Agenda Item 17. 2017-2018 Park and Recreation Department Annual Report – A motion by Robb Stewart, seconded by Sonya Woods, to authorize adoption of the Park and Recreation Board Annual Report for Fiscal Year 2018-2019 – Financing: No cost consideration to the City, was carried. The vote was unanimous (Toynes not present when vote taken).

Agenda Item 18. 2018-19 Park Board Schedule – A motion by Bo Slaughter, seconded by Harrison Blair, to authorize adoption of the proposed 2018 Park and Recreation Board Meeting Schedule – Financing: No cost consideration to the City, was carried. The vote was unanimous (Toynes not present when vote taken).

Agenda Item 19. Director's Performance Review 2017-18 – Closed Session to discuss the evaluation and duties of the Director of the Park and Recreation Department – Personnel (Section 551.074) of the Texas Open Meetings Act

President Abtahi called the meeting into closed session at 11:53 a.m.  
President Abtahi reconvened the meeting in open session at 1:01 p.m.

Agenda Item 20. Director's Performance Review 2017-18 – A motion by Calvert Collins-Bratton, seconded by Bo Slaughter to authorize adoption of the 2017-18 performance appraisal for the Park and Recreation Director– Financing: Current Funds, was carried. This vote authorized a rating of "Exceptional" and the corresponding 5% merit increase associated with that rating. The vote was unanimous (Toynes, Williams not present when vote taken).

### **OTHER/NON-ACTION ITEMS**

Agenda Item 21. Park and Recreation Board Members Liaison Reports: Audubon Dallas/Cedar Ridge Preserve, Cultural Affairs Commission, Dallas Arboretum and Botanical Society, Dallas Zoological Society, Downtown Dallas, Inc./Downtown Parks, Friends of Fair Park, The Friends of Katy Trail, Oak Lawn Park and Arlington Hall Conservancy, Senior Affairs Commission, State Fair of Texas, Texas Discovery Gardens, The Trinity Commons Foundation, Trinity River Audubon Center, Turtle Creek Association, The Woodall Rodgers Park Foundation/Klyde Warren Park

NONE

Agenda Item 22. Staff Announcements – Upcoming Park and Recreation Department Events

Oscar Carmona, Assistant Director announced that December 1, 2018 at 10:00 a.m., would be a groundbreaking at White Rock Hills Park

DRAFT

Harrison Blair announced that Saturday, November 17, 2018, the Dallas Black Chamber of Commerce is hosting a park cleanup day at William Blair Park. Mr. Blair offered to send a text message/email to the Board with more details.

Bo Slaughter announced that this weekend, November 17, 2018, District 8 in conjunction with Councilman Atkins' office would be giving out turkeys for those in need.

Becky Rader announced that this weekend, November 17, 2018, The Cultural Bathhouse will host an art fest.

Agenda Item 23. Next Park and Recreation Board Regular Meeting will be held Thursday, December 6, 2018 at Dallas City Hall. Mr. Becker announced to the Board that there would be no committee meetings on December 6, but that the Full Board meeting would begin at 8:30 a.m.

Agenda Item 24. President Abtahi adjourned the Board meeting at 1:05 p.m.

Anthony M. Becker, Secretary  
Park and Recreation Board

Robert Abtahi, President  
Park and Recreation Board

NOTE: For more information on discussion of any issue heard during this meeting, refer to the tape recording retained in the Park Department's Central File.

**MEMORANDUM**

**DATE:** November 30, 2018  
**TO:** Robert Abtahi, President, and  
Members of the Dallas Park and Recreation Board  
**SUBJECT:** December 6, 2018 Park and Recreation Board Briefing

---



On Thursday, December 6, 2018, the following briefing will be presented to the Dallas Park and Recreation Board:

- Trust for Public Land,  
Ryan O'Connor, Senior Park Manager

Should you have any questions, please contact me at 214-670-4071.

A handwritten signature in black ink, appearing to read "Willis Winters".

Willis C. Winters, FAIA, Director  
Park and Recreation Department

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**DATE:** December 6, 2018  
**COUNCIL DISTRICT:** 1, 3, 9, 14  
**STAFF:** John Jenkins, (214) 670-4073

---

**SUBJECT**

Authorize a five-year service agreement to provide Point of Sale (POS) computer hardware equipment and hardware support services for the Park and Recreation Department with NewBold Corporation, most advantageous proposer of two – Total not to exceed \$149,844 – Financing: Recreation Program Fund (subject to annual appropriations)

**BACKGROUND**

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 action does not encumber funds.

This contract will allow for the purchase of Point of Sale computer hardware equipment and hardware support services. The computer hardware equipment will include items such as thermal receipt printers, cash drawers, ID card hardware, and touch screen computers.

The computer hardware equipment will be used to replace the existing point of sale equipment at Bahama Beach and for the three new aquatic facilities at Lake Highlands, Kidd Springs and Tietze parks.

The maintenance and support of this hardware equipment will be provided between the operating hours of 7am – 10pm, Monday – Sunday.

**MWBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Authorize a five-year service agreement to provide point of sale computer hardware equipment and hardware support services with NewBold Corporation, most advantageous proposer of two – Total award not to exceed \$149,844 – Financing: Recreation Program Fund - Page 2

**MWBE INFORMATION (Continued)**

<b><u>Contract Amount</u></b>	<b><u>Category</u></b>	<b><u>M/WBE Goal</u></b>	<b><u>M/WBE %</u></b>	<b><u>M/WBE \$</u></b>
\$149,844.26	Other Services	23.8%	0%	\$0.00

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

**BID INFORMATION**

The following proposals were received from solicitation number BUZ1820 and were opened on July 13, 2018. This master agreement is to be awarded in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*NewBold Corporation	450 Weaver Street Rocky Mount, VA 24151	\$149,844.26
Tactura Network Solutions, LLC	5057 Keller Springs Suite 300 Addison, TX 75001	\$350,616.38

**OWNER**

**NewBold Corporation**

Keith Howerin, President and CEO

**PRIOR ACTION/REVIEW (COUNCIL, BOARD, COMMISSIONS)**

This item has no prior action

**FISCAL INFORMATION**

\$149,844.26 – Financing: Recreation Program Fund (subject to annual appropriations)

Authorize a five-year service agreement to provide point of sale computer hardware equipment and hardware support services with NewBold Corporation, most advantageous proposer of two – Total award not to exceed \$149,844 – Financing: Recreation Program Fund - Page 3

**COMMITTEE ACTION**

The full Park and Recreation Board will consider this request on December 6, 2018.

This item has been tentatively scheduled for Council consideration on January 9, 2019. Business Development and Procurement Services is coordinating the Council item on our behalf.

**STAFF RECOMMENDATION**

Staff recommends approval of this master agreement.

**DALLAS PARK AND RECREATION BOARD  
AGENDA INFORMATION SHEET**

**DATE:** December 6, 2018

**COUNCIL DISTRICT(S):** All

**STAFF:** John Jenkins, (214) 670-4073

---

**SUBJECT**

Authorize a three-year service agreement for upgrades, training, maintenance, and support of the recreation management software system (RecTrac) for Park and Recreation Department - Vermont Systems, Inc., sole source - Total award not to exceed \$159,883 – Financing: Recreation Program Fund (subject to annual appropriations)

**BACKGROUND**

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

This contract will allow for the purchase of upgrades, training, maintenance, and support for the recreation management software system for the Park and Recreation Department (PKR). This procurement will allow PKR to continue the maintenance, support, training, and additional features needed to address PKR's changing needs.

The recreation management software system tracks program registrations, athletic fields and building reservations at 43 recreation centers. The system manages user accounts and memberships which are used to track program attendance and usage. The system also has a Point of Sale (POS) module for handling ticket, food and merchandise sales at all Aquatic facilities including Bahama Beach and Southern Skates.

Transactions processed by PKR in FY 2017-2018 utilizing the current system include 333,514 total visit records for all Recreation Center Facilities, 157,863 total visit records for all Aquatic Facilities, 19,123 total visit records for Southern Skates and 28,764 total reservations.

The maintenance and support will provide 24/7 phone support and future releases of software.

Authorize a three-year service agreement for upgrades, training, maintenance and support of the recreation management software system for the Park and Recreation Department – Vermont Systems, Inc., sole source – Total award not to exceed \$159,883 – Financing: Recreation Program Fund - Page 2

**MWBE INFORMATION**

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<b>Contract Amount</b>	<b>Category</b>	<b>M/WBE Goal</b>	<b>M/WBE %</b>	<b>M/WBE \$</b>
\$159,882.99	Other Services	N/A	N/A	N/A
<ul style="list-style-type: none"> <li>• M/WBE Goal Waived</li> </ul>				
Vermont Systems, Inc. is providing a three-year service agreement for upgrades, training, maintenance, and support of the recreation management system and is the sole source provider. No sub-contracting opportunities are available.				

**BID INFORMATION**

Method of Evaluation for Award Type:

Sole Source	<ul style="list-style-type: none"> <li>• Utilized for procurements where functional requirements can only be satisfied by one vendor, such as those where patents, copyrights or monopolies exists</li> <li>• Exempted from competitive bidding process</li> <li>• Reviewed by Procurement Services to ensure the procurement meets at least one general exception as stated in the Texas Local Government Code</li> </ul>
-------------	--

<b><u>Bidder</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
Vermont Systems, Inc.	12 Market Place Essex Junction, VT 05452	\$159,882.99

**Note:** The Office of Procurement Services conducted a sole source review and found no exceptions.



Authorize a three-year service agreement for upgrades, training, maintenance and support of the recreation management software system for the Park and Recreation Department – Vermont Systems, Inc., sole source – Total award not to exceed \$159,883 – Financing: Recreation Program Fund - Page 3

**OWNER**

**Vermont Systems, Inc.**

Giles Wiley, President  
John Wiley, Vice President

**PRIOR ACTION/REVIEW (COUNCIL, BOARD, COMMISSIONS)**

On April 13, 2011, City Council authorized an acquisition contract for the purchase of a recreation management software system and a five-year service contract for maintenance and support by Resolution No. 11-0909.

**FISCAL INFORMATION**

\$159,882.99 – Financing: Recreation Program Fund (subject to annual appropriations)

**COMMITTEE ACTION**

The full Park and Recreation Board will consider this request on December 6, 2018.

This item has been tentatively scheduled for Council consideration on January 9, 2019. Business Development and Procurement Services is coordinating the Council item on our behalf.

**STAFF RECOMMENDATION**

Staff recommends approval of this service agreement.