

KEY FOCUS AREA: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Aviation

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

MAPSCO: 34 K

SUBJECT

Authorize a one-year service contract for airfield marking, striping and painting services for Aviation – Hi-Lite Airfield Services, LLC through an Interlocal Purchasing Agreement with Dallas/Fort Worth International Airport – Not to exceed \$1,000,003 - Financing: Aviation 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 service contract will provide airfield marking, striping and painting services. Historically, all surface painting and marking requirements for the runways, taxiways and non-leased apron areas of Dallas Love Field have been adequately performed by Aviation's airfield maintenance staff. The Federal Aviation Administration's (FAA) increased requirements for airfield markings has made it extremely difficult to maintain the quality of the airfield markings. Aviation does not have the staffing or proper equipment to complete these services. This will allow Aviation to efficiently complete work without lengthy delays. Dallas Love Field is in need of immediate services, while Executive Airport underwent renovations and does not need services at this time. However, Aviation intends on including both airports on the next contract.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$1,000,003.03 - Aviation Current Funds (subject to appropriations)

ETHNIC COMPOSITION

Hi-Lite Airfield Services, LLC

White Male	94	White Female	13
Black Male	5	Black Female	0
Hispanic Male	5	Hispanic Female	0
Other Male	1	Other Female	0

OWNER

Hi-Lite Airfield Services, LLC

John S. McNeely, President
Richard C. McNeely III, Vice President
Kelly J. Spinner, Secretary
Theodore Misiewicz, Treasurer

August 26, 2015

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 Hi-Lite Airfield Services, LLC (VS88417) for airfield marking, striping and painting services for Aviation for a term of one year in an amount not to exceed \$1,000,003.03, 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 Hi-Lite Airfield Services, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Hi-Lite Airfield Services, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed 1,000,003.03 (subject to appropriations).

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: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): 3

DEPARTMENT: Business Development & Procurement Services
Aviation

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

MAPSCO: 63L

SUBJECT

Authorize a two-year service contract for airport runway concrete crack and joint repair services at Dallas Executive Airport – MRK Industrial Flooring, Inc., lowest responsible bidder of three - Not to exceed \$207,000 - Financing: Aviation 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 runway concrete crack and joint repair services at Dallas Executive Airport. This contract will provide annual maintenance under the Dallas Executive Airport’s Routine Airport Maintenance Program (RAMP) that was approved by City Council on May 13, 2015 by Resolution No. 15-0834 which provides 50 percent reimbursement to the City from Texas Department of Transportation.

Proper maintenance ensures the pavement remains in good condition and safe for use. In addition, this action calls for the use of joint sealing materials that meet the requirements of the American Society for Testing and Materials (ASTM) which ensure a sealant that can withstand horizontal/vertical movement, have good weatherability and a long service life.

The City does not have the staffing or proper equipment to complete these services. This will allow Aviation to efficiently complete work without lengthy delays. This service is strictly for Executive Airport due to the RAMP guidelines.

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 341 email bid notifications to vendors registered under respective commodities.

BACKGROUND (Continued)

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 Business Development and Procurement Services’ 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 May 13, 2015, City Council authorized the Aviation Department to provide initial funding for maintenance costs for the Routine Annual Maintenance Program (RAMP) by Resolution No. 15-0834.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$207,000.00 - Aviation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

- 87 - Vendors contacted
- 86 - No response
- 1 - Response (Bid)
- 0 - Response (No bid)
- 1 - Successful

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

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

ETHNIC COMPOSITION

MRK Industrial Flooring, Inc.

White Male	1	White Female	0
Black Male	0	Black Female	0
Hispanic Male	7	Hispanic Female	2
Other Male	0	Other Female	0

BID INFORMATION

The following bids were received from solicitation number BQ1519 and were opened on June 17, 2015. This service contract is being awarded in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*MRK Industrial Flooring, Inc.	2526 Manana Drive Suite 100 Dallas, TX 75220	\$ 207,000.00
Silver Creek Construction, Inc.	7484 FM 2449 Ponder, TX 76259	\$ 543,000.00
Ferreira Holding Group, LLC	9330 LBJ Freeway Suite 900 Dallas, TX 75243	\$1,537,500.00

OWNER

MRK Industrial Flooring, Inc.

Irma L. Almaguer, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a two-year service contract for airport runway concrete crack and joint repair services at Dallas Executive Airport – MRK Industrial Flooring, Inc., lowest responsible bidder of three - Not to exceed \$207,000 - Financing: Aviation Current Funds (subject to annual appropriations)

MRK Industrial Flooring, 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

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$207,000.00	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$207,000.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
MRK Industrial Flooring, Inc.	HFMB6421N0716	\$207,000.00	100.00%
Total Minority - Local		\$207,000.00	100.00%

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	\$207,000.00	100.00%	\$207,000.00	100.00%
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	\$207,000.00	100.00%	\$207,000.00	100.00%

August 26, 2015

WHEREAS, on May 13, 2015, City Council authorized the Aviation Department to provide initial funding for maintenance costs for the Routine Annual Maintenance Program (RAMP) by Resolution No. 15-0834;

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 MRK Industrial Flooring, Inc. (VC13757) for airport runway concrete crack and joint repair services at Dallas Executive Airport for a term of two years in an amount not to exceed \$207,000.00, 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 MRK Industrial Flooring, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by MRK Industrial Flooring, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$207,000.00 (subject to annual appropriations).

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.

AGENDA ITEM # 7

KEY FOCUS AREA:	Public Safety
AGENDA DATE:	August 26, 2015
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 a five-year service contract, with two one-year renewal options, for voice and data cable installation services to connect computers and phones at City facilities - AAA Data Communications, Inc., most advantageous proposer of two - Not to exceed \$2,453,513 - Financing: 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 five-year service contract for voice and data cable installation services will provide for the connection of computers and phones in City facilities. Examples of projects that will utilize this contract are:

- Replacement and upgrades of fire stations
- Central Library Renovations
- Wi-Fi expansion at City facilities
- Citywide replacement of switches and routers
- Citywide office renovations
- Police headquarters video monitoring rooms

BACKGROUND (Continued)

A five member evaluation committee was selected from the following departments:

- Communication and Information Services (1)
- Water Utilities (1)
- Aviation (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%
- Qualifications 20%
- Capabilities 20%
- Business Inclusion and Development Plan 15%
- Technical Match 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 631 email notifications to vendors registered under respective commodities. To further increase competition, Business Development and Procurement Services 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 Business Development and Procurement Services' 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 April 25, 2012, City Council authorized a three-year service contract for voice and data cable installation services to connect computers and phones at new and existing City facilities by Resolution No. 12-1172.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$2,453,512.50 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

134 - Vendors contacted
133 - No response
 1 - Response (Bid)
 0 - Response (No bid)
 1 - Successful

631 - 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

AAA Data Communications, Inc.

White Male	4	White Female	0
Black Male	8	Black Female	1
Hispanic Male	6	Hispanic Female	1
Other Male	0	Other Female	0

PROPOSAL INFORMATION

The following bids were received from solicitation number BHZ1513 and were opened on June 4, 2015. This service contract 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>
*AAA Data Communications, Inc.	3107 W. Camp Wisdom Rd. Suite #190 Dallas, TX 75237	97.3%	\$2,453,512.50
Network Cabling Services, Inc.	12626 Fuqua St. Houston, TX 77034	70.6%	\$3,111,425.00

OWNER

AAA Data Communications, Inc.

Jacob Johnson, President
Joe De Leon, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a five-year service contract, with two one-year renewal options, for voice and data cable installation services to connect computers and phones at City facilities - AAA Data Communications, Inc., most advantageous proposer of two - Not to exceed \$2,453,513 - Financing: Current Funds (subject to annual appropriations)

AAA Data Communications, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$2,453,512.50	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$2,453,512.50	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
AAA Data Communicatons, Inc.	BMDB57352Y0616	\$1,869,576.60	76.20%
Solaris Technologies	WFWBC211951015	\$583,935.90	23.80%
Total Minority - Local		\$2,453,512.50	100.00%

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	\$1,869,576.60	76.20%	\$1,869,576.60	76.20%
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	\$583,935.90	23.80%	\$583,935.90	23.80%
Total	\$2,453,512.50	100.00%	\$2,453,512.50	100.00%

August 26, 2015

WHEREAS, on April 25, 2012, City Council authorized a three-year service contract for voice and data cable installation services to connect computers and phones at new and existing City facilities by Resolution No. 12-1172; and,

WHEREAS, on April 25, 2015, Administrative Action No. 15-5896 authorized Supplemental Agreement No. 1 for an extension of the contract through August 31, 2015;

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 AAA Data Communications, Inc. (500286) for voice and data cable installation services to connect computers and phones at City facilities for a term of five years, with two one-year renewal options, in an amount not to exceed \$2,453,512.50, 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 AAA Data Communications, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by AAA Data Communications, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,453,512.50 (subject to annual appropriations).

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.

AGENDA ITEM # 8

KEY FOCUS AREA: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Aviation

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

MAPSCO: 34-E

SUBJECT

Authorize a five-year service contract, with two three-year renewals, for maintenance, support and parts for the existing audible paging system at Love Field facilities - Ford Audio-Video Systems, LLC, most advantageous proposer of two - Not to exceed \$198,100 - Financing: Aviation 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 maintenance, support and parts for the existing audible paging system at Love Field facilities. The system provides audible paging capabilities and background music to airport customers and staff in the daily operations of the airport.

In addition to an initial site inspection, maintenance includes annual inspection of all existing audible paging system hardware and software components. This also includes test and re-benchmarking of system settings, and preventive maintenance (i.e., cleaning, lubrication and any other recommended manufacturer's regularly scheduled maintenance) of all audible paging system equipment. This service contract also provides upgrades to current releases of software and assistance with the installation of recommended updates; assisting City personnel with problem resolution and use of existing and new hardware and software; and training of City personnel in the use of current and future audible paging system hardware and software.

BACKGROUND (Continued)

A five member evaluation committee was selected from the following departments:

- Aviation (1)
- Public Works (1)
- Communication and Information 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 40%
- Qualifications 45%
- Business Inclusion and Development Plan 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 52 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and Procurement Services 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 Business Development and Procurement Services' 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)

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$198,100.00 - Aviation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

- 4 - Vendors contacted
- 3 - No response
- 1 - Response (Bid)
- 0 - Response (No Bid)
- 1 - Successful

M/WBE INFORMATION (Continued)

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

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

ETHNIC COMPOSITION

Ford Audio-Video Systems, LLC

White Male	228	White Female	9
Black Male	9	Black Female	0
Hispanic Male	11	Hispanic Female	0
Other Male	6	Other Female	0

PROPOSAL INFORMATION

The following proposals were received from solicitation number BHZ1501 and were opened on November 13, 2014. This service contract 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>
*Ford Audio-Video Systems, LLC	4901 Statesman Drive Irving, TX 75063	92%	\$198,100.00
Texas Fire and Sound dba MasterSound	10451 Brockwood Road Dallas, TX 75238	61%	\$206,300.00

OWNER

Ford Audio-Video Systems, LLC

Jim Ford, President
Bryan Burdick, Vice President
David Allen, Vice President
Claire Ford, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a five-year service contract, with two three-year renewals, for maintenance, support and parts for the existing audible paging system at Love Field facilities - Ford Audio-Video Systems, LLC, most advantageous proposer of two - Not to exceed \$198,100 - Financing: Aviation Current Funds (subject to annual appropriations)

Ford Audio-Video Systems, LLC is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$198,100.00	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$198,100.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Ford Audio Video Systems, LLC	WFWBC92911115	\$198,100.00	100.00%
Total Minority - Local		\$198,100.00	100.00%

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	\$198,100.00	100.00%	\$198,100.00	100.00%
Total	\$198,100.00	100.00%	\$198,100.00	100.00%

August 26, 2015

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 Ford Audio-Video Systems, LLC (501392) for maintenance, support and parts for the existing audible paging system at Love Field facilities for a term of five years, with two three-year renewals, in an amount not to exceed \$198,100.00, 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 Ford Audio-Video Systems, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Ford Audio-Video Systems, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$198,100.00 (subject to annual appropriations).

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.

AGENDA ITEM # 9

KEY FOCUS AREA: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Office of Emergency Management

CMO: Jeanne Chipperfield, 670-7804
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize a six-year service contract, for preventive maintenance and repair services for the City's outdoor warning siren system - West Shore Services, Inc., only bidder - Not to exceed \$109,272 - Financing: 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 preventive maintenance and repair services for the City's outdoor warning system (OWS) that currently consists of 156 sirens strategically located throughout the City. The system alerts residents of approaching or existing hazardous conditions throughout the City to ensure the widest possible coverage. Typically the outdoor warning system is used as a warning tool in the event of a tornado or other dangerous weather conditions, it is one of the primary means of emergency warnings for Dallas residents and visitors for all types of hazards. Preventive maintenance is done on each siren every three years.

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 336 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)

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$109,272.00- Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

336 - 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

West Shore Services, Inc.

White Male	21	White Female	4
Black Male	0	Black Female	0
Hispanic Male	1	Hispanic Female	0
Other Male	1	Other Female	0

BID INFORMATION

The following proposals were received from solicitation number BH1511 and were opened on April 9, 2015. This service contract is being awarded in its entirety to the only proposer.

*Denotes successful proposer

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
*West Shore Services, Inc.	6620 Lake Michigan Dr. Allendale, MI 49401	\$109,272.00

BID INFORMATION (Continued)

Note: Pursuant to Business Development and Procurement Services' (BDPS) request, the Auditor's office has reviewed the single bid item and submitted related documentation and has determined BDPS followed Administrative Directive 4-05 provisions for processing this single bid item and made reasonable efforts to increase bid participation. This proposed procurement meets the requirements for a single bid.

OWNER

West Shore Services, Inc.

Jefferey J. DuPilka, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a six-year service contract, for preventive maintenance and repair services for the City's outdoor warning siren system - West Shore Services, Inc., only bidder - Not to exceed \$109,272 - Financing: Current Funds (subject to annual appropriations)

West Shore Services, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforces.

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	\$109,272.00	100.00%
TOTAL CONTRACT	\$109,272.00	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%

August 26, 2015

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 West Shore Services, Inc. (VS0000052434) for preventive maintenance and repair services for the city's outdoor warning siren system for a term of six years in an amount not to exceed \$109,272.00, 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 West Shore Services, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by West Shore Services, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$109,272.00 (subject to annual appropriations).

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: August 26, 2015

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Aviation

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

MAPSCO: 34E

SUBJECT

Authorize **(1)** an acquisition contract for the purchase and implementation of an aircraft identification and billing solution for Aviation in the amount of \$137,581; and **(2)** a three-year service contract, with two one-year renewal options, for maintenance and support for an aircraft identification and billing solution in the amount of \$173,574 - Vector Airport Systems, LLC, only proposer - Total not to exceed \$311,155 - Financing: Aviation Current Funds (subject to annual appropriations)

BACKGROUND

These contracts will provide for purchase and implementation of an aircraft identification and billing solution for the collection and remittance of fees for Aviation. The aircraft identification system will enhance the ability of Dallas Love Field to identify aircraft compliance with the Preferential Runway Program component of the airport's Voluntary Noise Control Program. This agreement will also provide five years of maintenance and support of the aircraft identification and billing solution. Maintenance includes patches, updates, compliance with any new state or federal requirements, technical and customer service support.

The aircraft fee billing systems will provide a full-service billing solution for the collection and remittance of international arrival/user fees from aircraft owners/operators that use U.S. Customs and Border Protection services at Dallas Love Field.

The data delivered will enable the airport staff to positively identify all aircraft operating at Dallas Love Field regardless of time of day or weather conditions. Incoming data will include an image of the aircraft that shows its tail number for quick and easy identification, utilizing the U.S. Customs and Border Protection facility at Dallas Love Field to invoice and collect fees from aircraft operators. The system is powered by solar technology and is therefore portable and sustainable.

BACKGROUND (Continued)

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

- Business Development & Procurement Services (2)*
- Aviation (2)
- Communication and Information Services (1)
- Equipment & Building Services (1)
- Water Utilities (1)

*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%
- Experience 25%
- Technical Match 25%
- Business Inclusion and Development Plan 15%
- Implementation 5%

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 1,284 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)

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$311,154.85 - Aviation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

M/WBE INFORMATION (Continued)

1,284 - 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

Vector Airport Systems, LLC

White Male	6	White Female	5
Black Male	0	Black Female	0
Hispanic Male	2	Hispanic Female	0
Other Male	0	Other Female	0

PROPOSAL INFORMATION

The following proposals were received from solicitation number BUZ1436 and were opened on October 30, 2014. This contract is being awarded in its entirety to the only proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Vector Airport Systems, LLC	280 Sunset Park Dr. Herndon, VA 20170	94%	\$311,154.85

Note: Pursuant to Business Development and Procurement Services' request, the Auditor's office has reviewed the single bid item and submitted related documentation. The following exceptions were noted as a result of applying the Agreed-Upon Procedures:

- The Department of Business Development and Procurement Services (BDPS) did not respond to a potential bidder's inquiry timely to encourage competition; price reasonableness could not be determined from BDPS' analysis and BDPS did not comply with Administrative Directive (AD) 4-5, Section 5.8.2 to ensure that bid specifications were appropriately reviewed by the Department of Communication and Information Services (CIS)

After the Auditor's report was released, management reviewed additional information not made available to the City Auditor's office during their review and feel confident all questions were addressed with the vending community and CIS was involved in the review of the specifications. During the procurement process the specifications were revised and the solicitation was extended a number of weeks in an attempt to encourage additional competition.

OWNER

Vector Airport Systems, LLC

Peter Coleton, President

Thomas Breen, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize (1) an acquisition contract for the purchase and implementation of an aircraft identification and billing solution for Aviation in the amount of \$137,581; and (2) a three-year service contract, with two one-year renewal options, for maintenance and support for an aircraft identification and billing solution in the amount of \$173,574 - Vector Airport Systems, LLC, only proposer - Total not to exceed \$311,155 - Financing: Aviation Current Funds (subject to annual appropriations)

Vector Airport Systems, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$50,095.93	16.10%
Total non-local contracts	\$261,058.92	83.90%
TOTAL CONTRACT	\$311,154.85	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Qnet Information Services	BMMB62942Y0816	\$50,095.93	100.00%
Total Minority - Local		\$50,095.93	100.00%

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	\$50,095.93	100.00%	\$50,095.93	16.10%
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	\$50,095.93	100.00%	\$50,095.93	16.10%

August 26, 2015

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

Section 1. That the City Manager is authorized to execute (1) an acquisition contract for the purchase and implementation of an aircraft identification and billing solution for Aviation in the amount of \$137,581.00; and (2) a three-year service contract, with two one-year renewal options, for maintenance and support for an aircraft identification and billing solution in the amount of \$173,573.85, with Vector Airport Systems, LLC (VS85745) in a total amount not to exceed \$311,154.85, 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 Vector Airport Systems, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Vector Airport Systems, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$311,154.85 (subject to annual appropriations):

<u>FUND</u>	<u>DEPT</u>	<u>UNIT</u>	<u>OBJ</u>	<u>AMOUNT</u>	<u>FY</u>	<u>ENCUMBRANCE</u>
0130	AVI	7710	4890	\$137,581.00	2015	CTAVIVAS7710FY15
0130	AVI	7710	3438	\$ 56,778.75	2015	CTAVIVAS7710FY15
0130	AVI	7710	3438	\$ 57,847.32	2016	CTAVIVAS7710FY16
0130	AVI	7710	3438	\$ 58,947.78	2017	CTAVIVAS7710FY17

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: August 26, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
City Controller

CMO: Jeanne Chipperfield, 670-7804

MAPSCO: N/A

SUBJECT

Authorize a five-year master municipal lease agreement for the financing of personal property purchases - Banc of America Public Capital Corp., most advantageous proposer of three - Not to exceed \$160,000 (\$60,000 upfront legal costs plus annual legal fees of \$20,000) - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This agreement will authorize a master municipal lease agreement program to provide financing for equipment purchases. The use of a tax-exempt master lease line of credit permits more cost efficient use of financing as funds are borrowed to closely match the amount and timing of the payment for equipment. Interest rates are comparable to tax-exempt short-term note issuance. The initial and annual costs of the program are less than other types of debt issuance, such as tax-exempt commercial paper. There are no fees for financial advisory, rating agency, paying agent, or liquidity facility services since the master lease is considered a private placement. The only expense associated with the program is for legal services, such as reviewing the master lease agreement and issuing an opinion that the lease is a tax-exempt obligation.

The proposed FY 2015-2016 budget includes purchases of the following items (including but not limited to), which are to be financed using the master lease line program:

- Sanitation collection and landfill vehicles
- Fire apparatus
- General purpose fleet
- Technology

BACKGROUND (Continued)

Legal services associated with the establishment of the master municipal lease agreement program to provide financing for personal property purchases will be provided by the City's contracted bond counsel. The legal fees associated with the establishment of the master municipal lease agreement program include an initial payment of \$60,000 and \$5,000 per quarter if the draw exceeds \$5,000,000.

A seven member evaluation committee was selected from the following departments:

- City Controller (1)
- Office of Financial Services (1)
- Sanitation Services (1)
- Fire-Rescue (1)
- Equipment and Building Services (1)
- Business Development and Procurement Services (2)*

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

The proposer's responses were evaluated based on the following criteria:

- Fees 30%
- Proposed Methodology 20%
- Qualifications 20%
- Experience 15%
- Business Inclusion and Development Plan 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 927 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' Resource LINK 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 December 14, 2011, City Council authorized a three-year master municipal lease agreement for the financing of personal property purchases by Resolution No. 11-3344.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$160,000 - Current Funds (\$60,000 upfront legal costs plus annual legal fees of \$20,000) (subject to annual appropriations)

M/WBE INFORMATION

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

927 - 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

Banc of America Public Capital Corp.

White Male	725	White Female	769
Black Male	203	Black Female	667
Hispanic Male	227	Hispanic Female	458
Other Male	101	Other Female	133

PROPOSAL INFORMATION

The following proposals were received from solicitation number BKZ1528 and were opened on June 18, 2015. This contract is being awarded in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Banc of America Public Capital Corp.	14648 N. Scottsdale Rd. Suite 250 Scottsdale, AZ 85254	83.80
Pinnacle Public Finance, Inc.	8377 East Hartford Dr. Suite 115 Scottsdale, AZ 85255	77.20

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
U.S. Bancorp Government Leasing & Finance, Inc.	950 17 th St. 7 th floor Denver, CO 80202	63.50

OWNER

Banc of America Public Capital Corp.

Christopher Giuliano, President
Brad Koster, Secretary

August 26, 2015

RESOLUTION AUTHORIZING AND APPROVING THE EXECUTION AND DELIVERY OF A MASTER MUNICIPAL LEASE AGREEMENT AND AUTHORIZING AND APPROVING OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, on December 14, 2011, City Council authorized a master municipal lease agreement for the purchase of personal property by Resolution No. 11-3344;

WHEREAS, CITY OF DALLAS ("*Lessee*") proposes to enter into a **MASTER EQUIPMENT LEASE/PURCHASE AGREEMENT** (the "*Master Lease*") with **BANC OF AMERICA PUBLIC CAPITAL CORP.**, as lessor ("*Lessor*"), and proposes to enter into various Schedules A thereunder to enable Lessee to finance the lease/purchase acquisition of equipment for the City's authorized needs and purposes (the "*Equipment*"), with the intent that the interest portion of the Rental Payments (as defined in the Master Lease) therefore be excluded from gross income for federal income tax purposes and, as security for such Rental Payments, Lessee agrees to grant a first lien security interest in the Equipment to Lessor, and to make payments, as set forth in each Schedule A (as defined in the Master Lease) executed and delivered pursuant to the Master Lease, sufficient to pay both the principal and interest portion of the Rental Payments under the Master Lease and each Schedule A.

NOW, THEREFORE,

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

Section 1. The City Council agrees to enter into the Master Lease and each Schedule A pursuant to the Master Lease in order to finance the lease/purchase acquisition of the Equipment on terms to be determined in accordance with the provisions of the Master Lease and, in order to secure the Master Lease and each Schedule A delivered pursuant thereto, to grant a first lien security interest in the Equipment, in accordance with the Master Lease and each such Schedule A.

Section 2. That any one or more of the Authorized Officers of Lessee (as defined in the Master Lease), and each of them, is hereby authorized to execute, acknowledge and deliver in the name and on behalf of Lessee to Lessor the Master Lease and each Schedule A to the Master Lease including all attachments, financing statements and schedules thereto, such Master Lease and each Schedule A to be in substantially the forms attached hereto with such changes as necessary to reflect the specific Equipment to be financed and financing terms applicable to each Schedule A and such other changes as the signing officer shall determine to be advisable. Further, said Authorized Officers are authorized to execute, acknowledge and deliver in the name and on behalf of Lessee any other agreement, instrument, certificate, representation and document, and to take any other action as may be advisable, convenient or necessary to enter into such Master Lease and each Schedule A; the execution thereof by any such Authorized Officer shall be conclusive as to such determination.

August 26, 2015

Section 3. That for the lease/purchase acquisition of Equipment designated by the City Council for financing pursuant to the Master Lease, there is hereby authorized the continuing execution and delivery by the Authorized Officers or any one of them in the name of and on behalf of Lessee Schedules A and attachments in substantially the forms required by the Master Lease with such changes as the signing officer shall determine advisable, and the execution thereof shall be conclusive as to such determination.

Section 4. The Authorized Officers shall be authorized to make replacements or otherwise substitute other similar equipment for any of the items so described or incorporated in a Schedule A if necessary due to inability of the vendor to deliver an item of equipment, so long as such substitution of any item of equipment does not frustrate the purpose of Lessee for which the Equipment is being leased or result in an increase in the amount required to be paid by Lessee for the Equipment pursuant to the terms of the applicable Schedule A.

Section 5. That the City Manager is authorized to execute a master municipal lease agreement with Banc of America Public Capital Corp. (VS0000065751) for the financing of personal property purchases for a term of five years, 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 Banc of America Public Capital Corp. shall be based only on the amount of the services directed to be performed by the City and properly performed by Banc of America Public Capital Corp. under the contract.

Section 6. That the Chief Financial Officer is hereby authorized to disburse funds to Banc of America Public Capital Corp. for principle and interest payments for the master municipal lease agreement program for the financing of personal property purchases.

Section 7. That the Chief Financial Officer is hereby authorized to disburse funds for upfront legal costs, in an amount not to exceed \$60,000, and annual legal fees in an amount not to exceed \$20,000 (subject to annual appropriations) to the City's contracted bond counsel from Fund 0001, Department BMS, Unit 1987, Object Code 3070.

Section 8. 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: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Street Services

CMO: Jeanne Chipperfield, 670-7804
Jill A. Jordan, P.E., 670-5299

MAPSCO: N/A

SUBJECT

Authorize a two-year master agreement for asphalt emulsion to be utilized by Street Services – Heartland Asphalt Materials, Inc., lowest responsible bidder of three - Not to exceed \$904,612 - Financing: 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 allow for the purchase of asphalt emulsion to be utilized by Street Services in the repair of streets and alleys throughout the City.

The asphalt emulsion is a binding agent used to adhere asphaltic material to a surface. Asphalt emulsion is used in the repair process of pot holes, level-ups, full-depth repairs, street rehabilitation projects and street restoration projects. Asphalt emulsion is used in the repair of approximately 30,000 potholes, 400 lane miles of asphalt streets and alleys each year.

This solicitation was structured in a manner which required bidders to submit a response using group pricing. This bid resulted in a 32.3% decrease over comparable prices for the bids awarded in 2012.

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 36 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 Business Development and Procurement Services' 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 April 11, 2012, City Council authorized a two-year master agreement for asphalt emulsion to be used by Street Services by Resolution No. 12-1022.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$904,612.00 - Current Funds

M/WBE INFORMATION

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

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

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

ETHNIC COMPOSITION

Heartland Asphalt Materials, Inc.

White Male	22	White Female	16
Black Male	13	Black Female	13
Hispanic Male	1	Hispanic Female	2
Other Male	0	Other Female	0

BID INFORMATION

The following bids were received from solicitation number BQ1513 and were opened on May 28, 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</u>
*Heartland Asphalt Materials, Inc.	860 W. Airport Frwy. Suite 400 Hurst, TX 76054	Multiple Groups
Ergon Asphalt & Emulsions, Inc.	11612 RM 2244 Suite 250 Austin, TX 78738	Multiple Groups
Western Emulsions, Inc.	3900 E. Broadway Blvd. Tucson, AZ 85711	Multiple Groups**

**Western Emulsions, Inc. was deemed non-responsive for Groups 2, 4 and 6 due to not meeting the specifications.

OWNER

Heartland Asphalt Materials, Inc.

David Terchmann, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a two-year master agreement for asphalt emulsion to be utilized by Street Services – Heartland Asphalt Materials, Inc., lowest responsible bidder of three - Not to exceed \$904,612 - Financing: Current Funds

Heartland Asphalt Materials, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforces.

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	\$904,612.00	100.00%
TOTAL CONTRACT	\$904,612.00	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%

August 26, 2015

WHEREAS, on April 11, 2012, City Council authorized a two-year master agreement for asphalt emulsion to be used by Street Services by Resolution No. 12-1022;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of asphalt emulsion to be utilized by Street Services is authorized with Heartland Asphalt Materials, Inc. (VS0000065963) for a term of two years in an amount not to exceed \$904,612.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for asphalt emulsion to be utilized by Street Services. If a written contract is required or requested for any or all purchases of asphalt emulsion to be utilized by Street Services 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 \$904,612.00.

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: Public Safety

AGENDA DATE: August 26, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Code Compliance
Fire
Police
Water Utilities

CMO: Jeanne Chipperfield, 670-7804
Joey Zapata, 670-3009
Eric Campbell, 670-3255
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for emergency road flares – Standard Fusee Corp. dba Orion, lowest responsible bidder of two - Not to exceed \$480,690 - Financing: Current Funds (\$478,650) and Water Utilities Current Funds (\$2,040)

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 be used to purchase emergency road flares. Road flares are traditionally used by Police and Fire-Rescue during emergency situations when motor or pedestrian traffic is required to be diverted for public safety due to accidents or weather related incidents. Flares are used to mark restricted traffic areas to ensure accident victims, emergency personnel and general public remain safe during a situation where emergency responders are at the scene. The low profile and high visibility factor makes these devices ideal for outdoor temporary use when standard barricades are not available and an area is required to be marked. Additionally, the general public is familiar with these devices and associates the devices to “caution” or “dangerous conditions” which benefit the safety of both the public and emergency responders.

BACKGROUND (Continued)

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This bid resulted in a 27.6% increase on comparable unit prices for the bid awarded in 2012.

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 38 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 Business Development and Procurement Services' 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 August 8, 2012, City Council authorized a three-year master agreement for emergency road flares by Resolution No. 12-1891.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$478,649.60 - Current Funds

\$ 2,039.70 - Water Utilities Current Funds

M/WBE INFORMATION

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

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

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

ETHNIC COMPOSITION

Standard Fusee Corp. dba Orion

White Male	22	White Female	16
Black Male	13	Black Female	13
Hispanic Male	1	Hispanic Female	2
Other Male	0	Other Female	0

BID INFORMATION

The following bids were received from solicitation number BQ1517 and were opened on July 8, 2015. This master agreement is being awarded in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Standard Fusee Corp. dba Orion	28320 St. Michaels Rd. Easton, MD 21601	\$480,689.30
Eagle Pride Supply, LLC	13200 Pond Springs Rd. Suite F-42 Austin, TX 78729	\$560,368.20

OWNER

Standard Fusee Corp. dba Orion

C. Jay McLaughlin, President
David Stiffler, Treasurer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for emergency road flares – Standard Fusee Corp. dba Orion, lowest responsible bidder of two - Not to exceed \$480,690 - Financing: Current Funds (\$478,650) and Water Utilities Current Funds (\$2,040)

Standard Fusee Corp. dba Orion is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforces.

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	\$480,689.30	100.00%
TOTAL CONTRACT	\$480,689.30	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%

August 26, 2015

WHEREAS, on August 8, 2012, City Council authorized a three-year master agreement for emergency road flares by Resolution No. 12-1891;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of emergency road flares is authorized with Standard Fusee Corp. dba Orion (255123) for a term of three years in an amount not to exceed \$480,689.30.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for emergency road flares. If a written contract is required or requested for any or all purchases of emergency road flares 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 \$480,689.30.

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: August 26, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Fire

CMO: Jeanne Chipperfield, 670-7804
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize **(1)** a five-year master agreement for fire emergency vehicle pump parts for Fire-Rescue - Fire Pump Specialty in the amount of \$200,000; and **(2)** a five-year service contract for fire vehicle repair services with parts for Fire-Rescue - Metro Fire Apparatus Specialist, Inc. in the amount of \$168,375, lowest responsible bidders of two - Total not to exceed \$368,375 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

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

This master agreement will provide fire emergency vehicle pump parts and repair services for Fire-Rescue (DFR). The primary function of the pumps is to siphon water through fire hydrants while maintaining adequate high water pressure. Repair of these pumps ensure proper function of the equipment during critical fire events.

Currently, DFR performs repairs on fire apparatus as needed. However, this service contract will provide repair services to be utilized as needed to augment DFR in order to ensure timely repairs of all equipment.

Fire-Rescue operates approximately 120 pieces of equipment outfitted with pumps such as:

- Engines
- Booster pumpers
- Fire boats
- Aircraft rescue firefighting apparatus

BACKGROUND (Continued)

This solicitation was structured in a manner which required bidders to submit a response using percentage discount from manufacturers price list. This bid resulted in a 26% average discount compared to a 29% average discount for the bid awarded in 2011.

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 348 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 September 28, 2011, City Council authorized a three-year master agreement for emergency vehicle pump parts for Dallas Fire-Rescue by Resolution No. 11-2516.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 17, 2015.

FISCAL INFORMATION

\$368,375.00 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

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

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.

ETHNIC COMPOSITION

Fire Pump Specialty

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

Metro Fire Apparatus Specialist, Inc.

White Male	48	White Female	3
Black Male	3	Black Female	0
Hispanic Male	15	Hispanic Female	2
Other Male	0	Other Female	0

BID INFORMATION

The following bids were received from solicitation number BM1502 and were opened on March 26, 2015. These agreements are being awarded to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Fire Pump Specialty	639 S. McLennan Dr. Elm Mott, TX 76640	Group 1 - 26% discount Group 2 - No Bid
*Metro Fire Apparatus Specialist, Inc.	10940 W. Sam Houston Houston, TX 77064	Group 1 - 18% discount Group 2 - \$168,375.00

OWNERS

Fire Pump Specialty

Edwin Lednicky, President

Metro Fire Apparatus Specialist, Inc.

Craig N. Russell, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** a five-year master agreement for fire emergency vehicle pump parts for Fire-Rescue - Fire Pump Specialty in the amount of \$200,000; and **(2)** a five-year service contract for fire vehicle repair services with parts for Fire-Rescue - Metro Fire Apparatus Specialist, Inc. in the amount of \$168,375, lowest responsible bidders of two - Total not to exceed \$368,375 - Financing: Current Funds (subject to annual appropriations)

Fire Pump Specialty and Metro Fire Apparatus Specialist, Inc. are non-local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

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	\$368,375.00	100.00%
TOTAL CONTRACT	\$368,375.00	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%

August 26, 2015

WHEREAS, on September 28, 2011, City Council authorized a three-year master agreement for emergency vehicle pump parts for Dallas Fire-Rescue by Resolution No. 11-2516;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of fire emergency vehicle pump parts for Fire-Rescue is authorized with Fire Pump Specialty (246380) for a term of five-years in an amount not to exceed \$200,000.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for the purchase of fire emergency vehicle pump parts for Fire-Rescue. If a written contract is required or requested for any or all purchases of fire emergency vehicle pump parts for Fire-Rescue 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 City Manager is authorized to execute a service contract with Metro Fire Apparatus Specialist, Inc. (339015) for fire vehicle repair services with parts for a term of five years in an amount not to exceed \$168,375.00, 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 Metro Fire Apparatus Specialist, Inc., shall be based only on the amount of the services directed to be performed by the City and properly performed by Metro Fire Apparatus Specialist, Inc. under the contract.

Section 4. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$368,375.00 (subject to annual appropriations).

Section 5. 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 August 14, 2015

TO Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT August 26, 2015 City Council Meeting Addendum Item: Merchant Services Contract

On November 12, 2014, the City Council approved a five (5) year contract for bank depository services with Bank of America. At the same time, Council approved an extension of the part of Bank of America's previous contract for bank depository services related to credit card processing (merchant services) through August 31, 2015. Staff requested the extension of the previous contract in order to solicit separate proposals for merchant services that would take into consideration revised higher security processing standards issued by Visa and MasterCard in 2014, including the speedy adoption of microchips into U.S. credit and debit cards.

On May 14, 2015, the Business Development and Procurement Services Department published a Request for Competitive Sealed Proposals (RFCSP) for merchant services. The RFCSP was structured to allow banks to submit applications for the various methods of accepting credit card payments used by City departments, including online, interactive voice response (IVR), and in person. A pre-proposal conference was held on May 26, 2015 and proposals were accepted on June 10, 2015. The City received five (5) proposals in response to the RFCSP. An evaluation committee comprised of staff members from the City Controller's Office, the Office of Financial Services, Water Utilities, and Communication and Information Services assessed each proposal to verify that each Proposer met the scoring criteria for merchant services. The firms were then ranked based on service fees (40%), qualifications (20%), experience (20%), and completeness of proposal (5%). Business Inclusion & Diversity (BID) Plan points (15%) were then assigned by Business Development and Procurement Services staff based on the proposals submitted.

Based on the final scoring of the proposals, the City Controller's Office recommends the award of a contract to provide credit card processing services for the City for a term of five (5) years to Bank of America Merchant Services. Each City department accepting credit card payments pays the fees associated with those payments. The fees included in this contract will be fixed for five years, but the total amount of fees paid by City departments will vary depending on the amount of credit card payments received for City services. Bank of America Merchant Services' proposal includes lower fees than are being paid under the current contract. The estimated savings from the lower fees are approximately \$140,000 annually based on current transaction volumes. As volumes increase, the City departments receiving a large number of payments by credit card, primarily Dallas Water Utilities, will realize a smaller increase in processing costs under the new contract.

Please let me know if you need additional information.


Jeanne Chipperfield
Chief Financial Officer

c: Honorable Mayor and Members of City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge

Ryan S. Evans, First Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Mark McDaniel, Assistant City Manager
Eric D. Campbell, Assistant City Manager
Elsa Cantu, Assistant to the City Manager

Memorandum



CITY OF DALLAS

DATE August 14, 2015

TO Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT August 26, 2015 City Council Meeting Addendum Item: Bond Counsel Services

On August 27, 2014, the City Council approved a one (1) year extension of the existing contracts with several law firms for bond counsel services. At that time, City staff committed to coming back to City Council with recommendations of bond counsel for a five (5) year contract after the solicitation of proposals from qualified firms who have practices in public finance.

On July 9, 2015, the Business Development and Procurement Services Department published a Request for Qualifications for bond counsel services, and, additionally, solicited Texas law firms listed in the "Municipal Bond Attorneys" section of *"The Bond Buyer's Municipal Marketplace"* book ("the Red Book"). Seven law firms comprising of four teams of co-bond counsel submitted proposals to the City (one law firm was associated with two teams). A pre-proposal conference was held on July 20, 2015 and proposals were accepted until July 29, 2015. On July 30, 2015, the proposals were opened, and, on August 7, 2015, interviews with the seven firms were conducted by the City evaluation panel comprised of City staff members from the City Attorney's Office, Dallas Water Utilities and the City Controller's Office. The firms were then ranked based on experience & qualifications, firm location and availability to City staff and approach to the project. Business Inclusion & Diversity (BID) Plan points were then assigned by Business Development and Procurement Services staff based on the proposals submitted.

Traditionally, the City has employed a team approach, with two teams comprised of two firms, each team being assigned to work on specific types of bonds as co-bond counsel. For instance, Team A has been assigned to handle Water System bonds, Tax Increment Financing bonds, Airport System bonds and bond financings of conduit issuers. Team B has been assigned to handle General Obligation bonds, Combination Tax and Revenue Certificates of Obligation, Equipment Acquisition Contractual Obligations and Convention Center bonds. From time to time, both teams have been assigned other public financing work based on experience, qualifications and availability.

Based on the final scoring of the proposals, the City Attorney's Office proposes to form three bond counsel teams composed of two co-bond counsel law firms each as follows:

Team A: McCall, Parkhurst & Horton, LLP
Escamilla & Poneck, LLP

Team B: Bracewell & Guiliani, LLP
West & Associates, LLP

Team C: Norton Rose Fulbright US LLP
Mahomes Bolden PC

The assigned work for each team is to be determined at a later date by the City Attorney's Office. The contract term for each law firm will be for five (5) years. The method of compensating the recommended law firms will vary based on the nature of each public financing transaction, with some transactions (i.e., General Obligation bonds and Airport System financings) paying their costs of issuance (including attorney's fees) out of sale proceeds and other transactions (i.e., Water System public financings and the City's master lease program transactions) paying their costs of issuance out of current funds.

The City Attorney's Office is currently negotiating contracts with the recommended law firms and will present the recommendations for the consideration and approval of the City Council at its August 26, 2015 meeting.

Please let me know if you need additional information.



Warren M.S. Ernst
City Attorney

c: Honorable Mayor and Members of City Council
A.C. Gonzalez, City Manager
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Mark McDaniel, Assistant City Manager
Eric D. Campbell, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Elsa Cantu, Assistant to the City Manager

Memorandum



CITY OF DALLAS

DATE August 14, 2015

TO Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice-Chair), Rickey D. Callahan, Scott Griggs, Lee M. Kleinman, Erik Wilson

SUBJECT **Upcoming Agenda Item: Report Repository Software**

The September 9, 2015 Council Agenda will include an item to authorize an acquisition contract for the purchase of software, professional services and a five-year maintenance agreement for a report repository application from Redwood Software, Inc., in an amount not to exceed \$336,856.

This contract will allow for the purchase of the report distribution and repository software, Report2Web, professional services to convert existing reports and maintenance and support. This software will be used to distribute and store current reports and retain historical reports from multiple computer systems, especially for the Advantage Financial and Lawson Human Resources Information Systems. The Report2Web software includes features which automate report distribution, monitor retention requirements, provide for easy navigation to retrieve and view reports, and manage user security.

The current report distribution software is on the City's mainframe computer environment. Communication and Information Services (CIS) is in the process of decommissioning the mainframe, therefore, a replacement solution is required.

The City has utilized the Control-D application on the mainframe for over 20 years. It is critical to CIS meeting the proposed FY 2015 timeline for decommissioning the City's mainframe to transition to another solution. Redwood Software has agreed to meet the requirement to complete the conversion services and application installation within a 45 business day timeframe. Any extension of the existing mainframe contract would cost the City approximately \$1,000,000.

Please contact Bill Finch at 670-1890 if you have any questions.

A handwritten signature in black ink, appearing to read 'Mark McDaniel'.

Mark McDaniel
Assistant City Manager

c: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
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
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council