

BUDGET, FINANCE, & AUDIT COMMITTEE
DALLAS CITY COUNCIL COMMITTEE AGENDA

RECEIVED

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CITY SECRETARY
DALLAS, TEXAS

TUESDAY, FEBRUARY 21, 2017
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA
DALLAS, TEXAS 75201
1:30 P.M. – 3:00 P.M.

Chair, Councilmember Jennifer S. Gates
Vice-Chair, Councilmember Philip T. Kingston
Deputy Mayor Pro Tem Erik Wilson
Councilmember Rickey D. Callahan
Councilmember Scott Griggs
Councilmember Lee M. Kleinman

Call to Order

1. Consideration of the minutes from the February 6, 2017 Budget, Finance, and Audit Committee meeting
2. Consideration of Upcoming Agenda Items

BRIEFINGS

3. January / February 2017 Living Wage Results Mike Frosch, Director
Business Development & Procurement
4. Budget Process Update Jack Ireland, Director
Office of Financial Services

UPCOMING AGENDA ITEMS

February 22, 2017 City Council Meeting

- A. Agenda Item #2: Authorize a three-year service contract for sewer camera maintenance, repairs and parts - CLS Sewer Equipment Co., Inc. in the amount of \$492,400, Green Equipment Company in the amount of \$400,000 and Atlas Inspection Technologies, LLC in the amount of \$241,500, lowest responsible bidders of three - Total not to exceed \$1,133,900 - Financing: Current Funds (\$6,000), Water Utilities Current Funds (\$565,500), Stormwater Drainage Management Current Funds (\$492,400) and Aviation Current Funds (\$70,000) (subject to annual appropriations)
- B. Agenda Item #3: Authorize a three-year service contract for grounds maintenance services - Moir Watershed Services, LLC in the amount of \$1,850,254 and Good Earth Corporation in the amount of \$1,149,735, most advantageous proposers of three - Total not to exceed \$2,999,989 - Financing: Current Funds (\$811,425), Sanitation Current Funds (\$338,310), and Stormwater Drainage Management Current Funds (\$1,850,254) (subject to annual appropriations)

A quorum of the City Council may attend this Council Committee meeting

- C. Agenda Item #4: Authorize (1) a three-year service contract to provide interior landscaping services - Urban Environments, LLC dba Urban Jungle in the amount of \$157,050; and (2) a three-year master agreement for the purchase of interior plants - LaFoy Services, Inc. in the amount of \$131,184, most advantageous proposers of three - Total not to exceed \$288,234 - Financing: Current Funds (\$182,934), Aviation Current Funds (\$90,720), and Convention and Event Services Current Funds (\$14,580) (subject to annual appropriations)
- D. Agenda Item #5: Authorize a five-year service contract, with two one-year renewal options, for the processing of applications and renewals of security alarm permits and the collection of fees associated with the security alarm permits and false alarms - Public Safety Corporation, most advantageous proposer of two - Estimated Annual Net Revenue: \$4,497,652
- E. Agenda Item #6: Authorize a ten-year service contract, with two five-year renewal options, to provide communication services, including data, internet, and telecommunication services at the Kay Bailey Hutchison Convention Center Dallas - Smart City Networks, most advantageous proposer of three - Estimated Total Net Revenue: \$10,219,018
- F. Agenda Item #7: Authorize (1) an acquisition contract for the purchase and implementation of a citywide data management system in the amount of \$2,041,435; and (2) a three-year service contract, with two two-year renewal options, for maintenance and support for a data management system in the amount of \$1,780,946 - IBM Corporation, most advantageous proposer of seven - Total not to exceed \$3,822,381 - Financing: Information Technology Equipment Funds (\$241,435), Municipal Lease Agreement Funds (\$1,800,000), and Current Funds (\$1,780,946) (subject to annual appropriations)
- G. Agenda Item #8: Authorize (1) an acquisition contract for the purchase and implementation of a surveillance camera system at the Kay Bailey Hutchison Convention Center Dallas in the amount of \$458,425; and (2) a five-year service contract for ongoing maintenance of the surveillance camera system in the amount of \$231,988 - Schneider Electric Buildings Americas, Inc., most advantageous proposer of seven - Total not to exceed \$690,413 - Financing: Convention and Event Services Capital Construction Funds
- H. Agenda Item #9: Authorize (1) a five-year equipment lease agreement for mailing equipment, meters, related services, and supplies - Neopost USA, Inc. through the Texas Multiple Award Schedule in the amount of \$169,399; and (2) a five-year master agreement for metered U. S. postage - Neopost USA, Inc., sole source in the amount of \$5,649,338 - Total not to exceed \$5,818,737 - Financing: Current Funds (subject to annual appropriations)
- I. Agenda Item #10: Authorize the purchase of ballistic door panels for Police - Angel Armor, LLC - Not to exceed \$209,672 - Financing: Confiscated Monies Funds
- J. Agenda Item #11: Authorize a two-year master agreement for general batteries and flashlights - TKC Enterprises, Inc. in the amount of \$203,064, GT Distributors, Inc. in the amount of \$133,593, Battle & Battle Distributors, Inc. in the amount of \$77,813, Telecom Electric Supply in the amount of \$47,690, and Casco Industries, Inc. in the amount of \$6,069, lowest responsible bidders of six - Total

not to exceed \$468,229 - Financing: Current Funds (\$320,251), Water Utilities Current Funds (\$88,982), Aviation Current Funds (\$55,771), Convention and Event Services Current Funds (\$1,382), and Stormwater Drainage Management Current Funds (\$1,843)

- K. Agenda Item #12: Authorize a three-year master agreement for animal bedding for Police horses – S-4 Quality Shavings, LLC, lowest responsible bidder of two - Not to exceed \$237,672 - Financing: Current Funds
- L. Agenda Item #13: Authorize (1) Supplemental Agreement No. 1 to increase the service contract with Wastebuilt Southwest, LLC dba Stepp Parts in the amount of \$375,201, from \$1,500,804 to \$1,876,005, Heil of Texas in the amount of \$245,730, from \$982,924 to \$1,228,654, Texas Kenworth Co. dba MHC Kenworth in the amount of \$138,818, from \$555,273 to \$694,091, Southwest International Trucks, Inc. in the amount of \$97,057, from \$388,229 to \$485,286, and The Around the Clock Freightliner Group, LLC in the amount of \$75,344, from \$301,377 to \$376,721; and (2) Supplemental Agreement No. 2 to increase the service contract with BTE Body Co., Inc. in the amount of \$52,847, from \$211,390 to \$264,237, for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials, and refuse bodies - Total not to exceed \$984,997, from \$3,939,997 to \$4,924,994 - Financing: Current Funds (\$980,757) and Water Utilities Current Funds (\$4,240) (subject to annual appropriations)
- M. Agenda Item #15: Authorize approval of the 457 Deferred Compensation Plan for City Employees of the City of Dallas, as amended and restated, effective February 22, 2017 - Financing: No cost consideration to the City
- N. Agenda Item #54: Authorize (1) an extension through September 30, 2017 for Community Development Block Grant (CDBG) funded projects which have not met the twelve-month obligation or twenty-four-month expenditure requirement; (2) preliminary adoption of Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program; and (3) a public hearing to be held on March 22, 2017 to receive comments on the proposed use of funds for Reprogramming Budget No. 1 to the FY 2016-17 Action Plan - Financing: No cost consideration to the City
- O. Agenda Item #55: Ratify amendments to the 2017 City Calendar that was approved by Resolution No. 16-1777 on October 26, 2016, to (1) cancel the City Council Briefing Meeting that was scheduled for February 1, 2017; (2) cancel the council-staff planning session that was scheduled for February 15 and 16, 2017; (3) add a City Council Briefing Meeting on February 15, 2017; and (4) add a council-staff planning session on March 29 and 30, 2017 - Financing: No cost consideration to the City

Adjourn


Jennifer S. Gates, Chair
Budget, Finance, & Audit Committee

EXECUTIVE SESSION NOTICE

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]

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 propiedad con una pistola a la vista. "

Budget, Finance, & Audit Committee

Meeting Record

Meeting Date: Monday, February 6, 2017

Convened: 1:02 P.M. Adjourned: 1:54 P.M.

Committee Members Present:

Council Member Jennifer S. Gates, Chair
Council Member Philip T. Kingston, Vice Chair
Deputy Mayor Pro Tem Erik Wilson
Council Member Rickey D. Callahan
Council Member Scott Griggs
Council Member Lee M. Kleinman

Committee Members Absent:

Staff Present:

M. Elizabeth Reich, CFO
Jack Ireland, Director, OFS
Chan Williams, Assistant Director, OFS

Other Council Members Present:

Bernadette Mitchell, Director, Housing
Interim Chief David Pughes, DPD
Major Barbara Hobbs, DPD

AGENDA:

Call to Order

1. Consideration of the January 3, 2017 Minutes

Presenter(s): Council Member Gates, Chair

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to approve the December 5, 2016 minutes.

Motion made by: Deputy Mayor Pro Tem Wilson

Item passed unanimously:

Item failed unanimously:

Motion Seconded by: Council Member Kingston

Item passed on a divided vote:

Item failed on a divided vote:

2. Financial Forecast Report

Presenter(s): M. Elizabeth Reich, CFO

Information Only:

Action Taken/Committee Recommendation(s):

This report provided the committee with an update on the financial forecast based on information through December 31, 2016.

Motion made by:

Item passed unanimously:

Item failed unanimously:

Motion Seconded by:

Item passed on a divided vote:

Item failed on a divided vote:

3. FY 2016-17 Community Development Block Grant Extensions and Reprogramming

Presenter(s): Chan Williams, Assistant Director, OFS

Information Only:

Action Taken/Committee Recommendation(s):

This briefing provided the committee with an overview of the FY 2016-17 Community Development Block Grant Extensions and Reprogramming.

Council Member Kingston made a motion to forward the Community Development Block Grant Extensions and Reprogramming recommendations to full Council for February 22nd with the approval of the Budget, Finance, & Audit Committee.

Motion made by: Council Member Kingston

Item passed unanimously:

Item failed unanimously:

Motion Seconded by: Council Member Griggs

Item passed on a divided vote:

Item failed on a divided vote:

4. City of Dallas 457 Plan

Presenter(s): M. Elizabeth Reich, CFO

Information Only:

Action Taken/Committee Recommendation(s):

This briefing memo provided the committee with background information and a summary of changes to the City of Dallas 457 Plan which is on the February 22, 2017 Council Addendum for approval.

Motion made by:

Item passed unanimously:

Item failed unanimously:

Motion Seconded by:

Item passed on a divided vote:

Item failed on a divided vote:

Upcoming Agenda Item(s)

Presenter(s): Council Member Gates, Chair

Information Only:

Action Taken/Committee Recommendation(s):

A motion was made to move forward to full council for approval.

Motion made by: Deputy Mayor Pro Tem Wilson

Item passed unanimously:

Item failed unanimously:

Motion Seconded by: Council Member Kleinman

Item passed on a divided vote:

Item failed on a divided vote:

APPROVED BY:

Jennifer S. Gates, Chair
Budget, Finance, & Audit Committee

DRAFT

AGENDA ITEM # 2

KEY FOCUS AREA: Public Safety

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

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

CMO: Elizabeth Reich, 670-7804
Mark McDaniel, 670-3256
Willis Winters, 670-4071
Joey Zapata, 670-3009

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for feral hog control and abatement from City property – Striker Outfitters, LLC, most advantageous proposer of three - Not to exceed \$347,100 - Financing: Current Funds (\$69,900), Water Utilities Current Funds (\$128,625), Stormwater Drainage Management Current Funds (\$71,925), Sanitation Current Funds (\$71,925), and Aviation Current Funds (\$4,725) (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 provides for the control and abatement of feral hogs from City property. The vendor and City representatives will initially determine areas of most feral hog activity and/or damage and establish a strategic plan, concentrating abatement efforts on those locations. The vendor will set traps and bait and monitor-them for feral hog activity. The vendor will humanely trap and remove an entire group to aid in feral hog abatement. The vendor will transport feral hogs to a U.S. Department of Agriculture certified processing facility. The vendor will remove and relocate the traps or maintain them at the current site based on the strategic plan.

BACKGROUND (Continued)

Feral hogs pose a potential hazard to humans as they can carry diseases which can be transferred in the City's waterways. Feral hogs are currently present in the City's parks, golf courses, levee systems, and other areas, causing damage to City and residential property. Additionally, feral hogs travel via creeks, rivers, and levee systems (flood plains) foraging for food and water sources.

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

- Park and Recreation (2)
- Police (1)
- Water Utilities (1)
- Trinity Watershed Management (1)
- Business Development & Procurement Services (2)

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

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

- Experience/qualifications 30%
- Cost 30%
- Staffing plan/approach 25%
- 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 171 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, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 14, 2013, City Council authorized a three-year service contract for feral hog control and abatement from City property by Resolution No. 13-1275.

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

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

- \$ 69,900.00 - Current Funds (subject to annual appropriations)
- \$128,625.00 - Water Utilities Current Funds (subject to annual appropriations)
- \$ 71,925.00 - Stormwater Drainage Management Current Funds (subject to annual appropriations)
- \$ 71,925.00 - Sanitation Current Funds (subject to annual appropriations)
- \$ 4,725.00 - Aviation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

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

Striker Outfitters, LLC

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

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BQZ1617. We opened them on September 30, 2016. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

PROPOSAL INFORMATION (Continued)

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Striker Outfitters, LLC	305 Belle Circle Aledo, TX 76008	81.60%	\$ 347,100.00
City Trapping Wild Animal Management	2411 Skylark Drive Dallas, TX 75216	38.46%	\$1,981,320.00
A All Animal Control of Dallas County	622 Gibbons Road Argyle, TX 76226	34.04%	\$2,344,500.00

OWNER

Striker Outfitters, LLC

Marc McKelvey, Managing Member
Taylor Christian, Member

February 22, 2017

WHEREAS, on August 14, 2013, City Council authorized a three-year service contract for feral hog control and abatement from City property by Resolution No. 13-1275;

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 Striker Outfitters, LLC (VC13753) for feral hog control and abatement from City property for a term of three years in an amount not to exceed \$347,100.00, 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 Striker Outfitters, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Striker Outfitters, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$347,100.00 (subject to annual appropriations) from Service contract number BQZ1617.

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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for feral hog control and abatement from City property – Striker Outfitters, LLC, most advantageous proposer of three - Not to exceed \$347,100 - Financing: Current Funds (\$69,900), Water Utilities Current Funds (\$128,625), Stormwater Drainage Management Current Funds (\$71,925), Sanitation Current Funds (\$71,925), and Aviation Current Funds (\$4,725) (subject to annual appropriations)

Striker Outfitters, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$347,100.00	100.00%
TOTAL CONTRACT	\$347,100.00	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%

AGENDA ITEM # 3

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Court & Detention Services
Fire
Housing/Community Services
Mobility and Street Services
Sanitation Services
Sustainable Development and Construction
Trinity Watershed Management

CMO: Elizabeth Reich, 670-7804
Eric Campbell, 670-3255
Alan Sims, Chief of Neighborhood Plus, 670-1611
Jill A. Jordan, P.E., 670-5299
Joey Zapata, 670-3009
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for grounds maintenance services - Moir Watershed Services, LLC in the amount of \$1,850,254 and Good Earth Corporation in the amount of \$1,149,735, most advantageous proposers of three - Total not to exceed \$2,999,989 - Financing: Current Funds (\$811,425), Sanitation Current Funds (\$338,310), and Stormwater Drainage Management Current Funds (\$1,850,254) (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 provides for grounds maintenance services for Trinity Watershed Management's approximately 640 acres of floodway levees and gateways, Fire-Rescue Training Facility, Housing/Community Services West Dallas Multipurpose Center, and other City facilities. Services under this contract includes, but are not limited to, mowing, line trimming, and litter removal.

BACKGROUND (Continued)

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

- Trinity Watershed Management (2)
- Sustainable Development and Construction (1)
- Business Development and Procurement Services (2)*

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

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

- Cost 30%
- Experience/qualifications 30%
- Staffing plan/approach 25%
- 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 825 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, BDPS’ ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women’s Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 22, 2013, City Council authorized a three-year service contract for grounds maintenance at Dallas Fire-Rescue, Housing/Community Services and Streets Services properties by Resolution No. 13-0799.

On September 25, 2013, City Council authorized a three-year service contract for grounds maintenance services at levees, Hensley Field, Sanitation Services and Court & Detention Services properties by Resolution No. 13-1664.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$ 811,425.00 - Current Funds (subject to annual appropriations)
\$ 338,310.00 - Sanitation Current Funds (subject to annual appropriations)
\$1,850,253.75 - Stormwater Drainage Management Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

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

Moir Watershed Services, LLC

White Male	6	White Female	1
Black Male	0	Black Female	0
Hispanic Male	3	Hispanic Female	0
Other Male	0	Other Female	0

Good Earth Corporation

White Male	19	White Female	3
Black Male	36	Black Female	3
Hispanic Male	116	Hispanic Female	21
Other Male	0	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BCZ1607. We opened them on July 15, 2016. We recommend the City Council award this service contract to the most advantageous proposer by group. Information related to this solicitation is available upon request.

PROPOSAL INFORMATION (Continued)

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Moir Watershed Services, LLC	4134 FM 66 Waxahachie, TX 75167	Multiple Groups
*Good Earth Corporation	8020 Heinen Dr. Dallas, TX 75227	Multiple Groups
Weldon's Lawn and Tree, LLC	2460 Shorecrest Rockwall, TX 75087	Non-Responsible**

**Weldon's Lawn and Tree, LLC was deemed non-responsible due to not meeting the terms and conditions.

OWNERS

Moir Watershed Services, LLC

James Moir, President

Good Earth Corporation

Ron Points, President

February 22, 2017

WHEREAS, on May 22, 2013, City Council authorized a three-year service contract for grounds maintenance at Dallas Fire-Rescue, Housing/Community Services and Streets Services properties by Resolution No. 13-0799; and,

WHEREAS, on September 25, 2013, City Council authorized a three-year service contract for grounds maintenance services at levees, Hensley Field, Sanitation Services and Court & Detention Services properties by Resolution No. 13-1664;

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 Moir Watershed Services, LLC (VS0000071835) in the amount of \$1,850,253.75 and Good Earth Corporation (510006) in the amount of \$1,149,735.00 for grounds maintenance services for a term of three years in a total amount not to exceed \$2,999,988.75, 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 Moir Watershed Services, LLC and Good Earth Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by Moir Watershed Services, LLC and Good Earth Corporation under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,999,988.75 (subject to annual appropriations) from Service Contract number BCZ1607.

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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for grounds maintenance services - Moir Watershed Services, LLC in the amount of \$1,850,254 and Good Earth Corporation in the amount of \$1,149,735, most advantageous proposers of three - Total not to exceed \$2,999,989 - Financing: Current Funds (\$811,425), Sanitation Current Funds (\$338,310), and Stormwater Drainage Management Current Funds (\$1,850,254) (subject to annual appropriations)

Moir Watershed Services, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor. Good Earth Corporation is a 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	\$875,735.00	29.19%
Total non-local contracts	\$2,124,253.75	70.81%
TOTAL CONTRACT	\$2,999,988.75	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

<u>Non-local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Ricochet Fuel	WFWBC242100717	\$379,200.00	17.85%
Sun Coast Resources, Inc	WFWB63943N0117	\$274,000.00	12.90%
Total Minority - Non-local		\$653,200.00	30.75%

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%	\$653,200.00	21.77%
Total	\$0.00	0.00%	\$653,200.00	21.77%

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Aviation
Equipment & Building Services
Park & Recreation

CMO: Elizabeth Reich, 670-7804
Theresa O'Donnell, 671-9195
Jill A. Jordan, P.E., 670-5299
Willis Winters, 670-4071

MAPSCO: Various

SUBJECT

Authorize **(1)** a three-year service contract to provide interior landscaping services - Urban Environments, LLC dba Urban Jungle in the amount of \$157,050; and **(2)** a three-year master agreement for the purchase of interior plants - LaFoy Services, Inc. in the amount of \$131,184, most advantageous proposers of three - Total not to exceed \$288,234 - Financing: Current Funds (\$182,934), Aviation Current Funds (\$90,720), and Convention and Event Services Current Funds (\$14,580) (subject to annual appropriations)

BACKGROUND

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

This service contract and master agreement will provide interior landscaping services and new or replacement interior plant purchases for facilities such as City Hall, Love Field, Kay Bailey Hutchison Convention Center Dallas, and other City facilities. These agreements will be used for the maintenance and purchase of interior plants such as; low-light plants, flowering plants, potted orchids, or containers filled with a variety of plants and flowers.

BACKGROUND (Continued)

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

- Equipment and Building Services (2)
- Aviation (1)
- Park & Recreation (1)
- Business Development and Procurement Services (2)*

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

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

- Cost 30%
- Experience/qualifications 30%
- Staffing plan/approach 25%
- 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 716 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, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

- \$182,934.00 - Current Funds (subject to annual appropriations)
- \$ 90,720.00 - Aviation Current Funds (subject to annual appropriations)
- \$ 14,580.00 - Convention and Event Services Current Funds (subject to annual appropriations)

M/WBE INFORMATION

- 137 - Vendors contacted
- 134 - No response
 - 3 - Response (Bid)
 - 0 - Response (No bid)
 - 2 - Successful

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

Urban Environments, LLC dba Urban Jungle

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

LaFoy Services, Inc.

White Male	3	White Female	7
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BCZ1605. We opened them on July 6, 2016. We recommend the City Council award this service contract and master agreement to the most advantageous proposers by group. Information related to this solicitation is available upon request.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Urban Environments, LLC dba Urban Jungle	6652 Yosemite Lane Dallas, TX 75214	Multiple Groups

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*LaFoy Services, Inc.	1756 Jay Ell Drive Richardson, TX 75081	Multiple Groups
Southern Greenery, Incorporated	3430 Chaparral Dr. Dallas, TX 75234	Multiple Groups

OWNERS

Urban Environments, LLC dba Urban Jungle

Linda B. Young, President

LaFoy Services, Inc.

Thersa McKnight, President

February 22, 2017

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 Urban Environments, LLC dba Urban Jungle (VS0000022350) for interior landscaping services for a term of three years in an amount not to exceed \$157,050.00, 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 Urban Environments, LLC dba Urban Jungle shall be based only on the amount of the services directed to be performed by the City and properly performed by Urban Environments, LLC dba Urban Jungle under the contract.

Section 2. That a master agreement for the purchase of interior plants is authorized with LaFoy Services, Inc. (VS0000068350) for a term of three years in an amount not to exceed \$131,184.00.

Section 3. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for interior plants. If a written contract is required or requested for any or all purchases of interior plants 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 4. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$157,050.00 (subject to annual appropriations) from Service Contract number BCZ1605.

Section 5. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$131,184.00 from Master Agreement number BCZ1605.

Section 6. 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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** a three-year service contract to provide interior landscaping services - Urban Environments, LLC dba Urban Jungle in the amount of \$157,050; and **(2)** a three-year master agreement for the purchase of interior plants - LaFoy Services, Inc. in the amount of \$131,184, most advantageous proposers of three - Total not to exceed \$288,234 - Financing: Current Funds (\$182,934), Aviation Current Funds (\$90,720), and Convention and Event Services Current Funds (\$14,580) (subject to annual appropriations)

Urban Environments, LLC dba Urban Jungle and LaFoy Services, Inc. are local, minority firms, have 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	\$288,234.00	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$288,234.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Urban Environ, LLC dba Urban Jungle	WFWB90534N1218	\$157,050.00	54.49%
Lafoy Services, Inc	WFWB51950N1018	\$131,184.00	45.51%
Total Minority - Local		\$288,234.00	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	\$288,234.00	100.00%	\$288,234.00	100.00%
	-----	-----	-----	-----
Total	\$288,234.00	100.00%	\$288,234.00	100.00%

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Communication and Information Services
Police
Water Utilities

CMO: Elizabeth Reich, 670-7804
Mark McDaniel, 670-3256
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize a five-year service contract, with two one-year renewal options, for the processing of applications and renewals of security alarm permits and the collection of fees associated with the security alarm permits and false alarms - Public Safety Corporation, most advantageous proposer of two - Estimated Annual Net Revenue: \$4,497,652

BACKGROUND

This service contract will provide for the processing of applications and renewals of security alarm permits and the collection of fees associated with the security alarm permits and false alarms in accordance to City Ordinance No. 26919 – Chapter 15C, Article I of the Dallas City Code.

Police Department's (DPD) Security Alarm Unit, in conjunction with the Special Collection Section of Water Utilities, is currently responsible for the administration of the City's Security Alarm Permitting and False Alarm fee collections. Additionally, DPD is responsible for capturing and documenting false alarm calls and associated fees through the City's Computer Aided Dispatch System (CAD) in alignment with State and City policies.

Water Utilities is responsible for the collection of fees and processing of permit applications associated with security alarms and false alarms. The City currently manages approximately 63,000 active security alarm permits. Approximately 10 percent of security alarm permit renewals are processed in person at City Hall. All other applications are received via mail. This contract will provide security alarm permitting and false alarm management system and administration services with web interface for customers, alarm companies, and City staff.

BACKGROUND (Continued)

The vendor's system will allow for the alarm permits and permit holders information be accessible through the City's Computer Aid Dispatch system (CAD) for efficient false alarm enforcement. The system will also provide customers with the ability to apply or renew permits and pay fees on-line.

These two functionalities are not currently available. Public Safety Corporation proposed a revenue sharing approach of 90 percent for the City and 10 percent for the vendor.

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

- Controller's Office (1)
- Communication and Information Services (1)
- Police (2)
- Water Utilities (1)
- Business Development and Procurement Services (1)*

*Business Development and Procurement Services only evaluated the proposed revenue.

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

- Revenue 40%
- Approach 30%
- Capability, credibility, and expertise 30%

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 1,848 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, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Public Safety Committee on February 13, 2017.

FISCAL INFORMATION

\$4,497,652.00 - Estimated Annual Net Revenue

M/WBE INFORMATION

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

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

Public Safety Corporation

White Male	9	White Female	39
Black Male	2	Black Female	2
Hispanic Male	0	Hispanic Female	0
Other Male	1	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BUZ1601. We opened them on March 4, 2016. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Public Safety Corporation	103 Paul Mellon Court Waldorf, MD 20602	96%
PM AM Corporation	5430 LBJ Freeway Suite 370 Dallas, TX 75240	91%

OWNER

Public Safety Corporation

George Wilson, President
Les Greenberg, Vice President

February 22, 2017

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 Public Safety Corporation (VS89630) for the processing of applications and renewals of security alarm permits and the collection of fees associated with the security alarm permits and false alarms for a term of five years, with two one-year renewal options, for an estimated annual net revenue amount of \$4,497,652.00, 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 Public Safety Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by Public Safety Corporation under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to deposit all revenues received as follows:

<u>Fund</u>	<u>Dept.</u>	<u>Unit</u>	<u>Revenue Source</u>
0001	BMS	1258	7506

Section 3. That the City will pay the vendor a 10% fee based on the revenue collected from the processing of applications and renewals of security alarm permits and the collection of false alarm fees. That the Chief Financial Officer is hereby authorized to disburse fees from the following appropriation:

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

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Business Development & Procurement Services
Convention and Event Services

CMO: M. Elizabeth Reich, 670-7804
Theresa O'Donnell, 671-9195

MAPSCO: N/A

SUBJECT

Authorize a ten-year service contract, with two five-year renewal options, to provide communication services, including data, internet, and telecommunication services at the Kay Bailey Hutchison Convention Center Dallas - Smart City Networks, most advantageous proposer of three - Estimated Total Net Revenue: \$10,219,018

BACKGROUND

This service contract will provide communication services, including data, internet, and telecommunication services for event managers, exhibitors, attendees, and permanent event contractors hosting events at the Kay Bailey Hutchison Convention Center Dallas (KBHCCD).

This contract will also provide enhancements to the existing communication network through:

- Enhanced location services
- Enhanced wireless network management capabilities
- Increased Access Points (AP) for improved wireless internet connectivity
- Replacement of the existing Public Branch Exchange (PBX) system

Upon execution of the new contract, the awarded vendor will provide a minimum 40 percent revenue share for data, networking, and telecommunication revenues, escalating to 45 percent based on increased annual revenue. Through these revenue share percentages the vendor is providing a guarantee structure with two components; the vendor will provide a minimum guarantee of \$750,000 in revenue per year with an overall guarantee of \$9,000,000 over the life of the contract. If at the end of the contract term the vendor has not paid the City \$9,000,000 in revenue share, the vendor will pay the City the difference. The \$9,000,000 represents a minimum guarantee which may be exceeded depending on the total revenue generated through this contract.

BACKGROUND (Continued)

In addition, the vendor, in partnership with AT&T will be responsible for the design, installation, and operation of a distributed antenna system (DAS). A DAS is a network of cell phone antenna nodes that are connected to a common source in order to provide wireless communication service in a specific locality or building. The DAS will be deployed to provide network or cellular connectivity throughout the KBHCCD in areas where regular wireless coverage is not available. The KBHCCD will receive a 35 percent revenue share for these services. Furthermore, the contract also requires a 3 percent revenue share contribution to a dedicated technology fund used to maintain the integrity of the network systems, and an additional \$500,000 hardware refresh investment in year 5 of the contract to ensure technology services are up-to-date.

KBHCCD is a prominent convention and trade show facility with total exhibit space consisting of approximately 1,000,000 square feet. In addition to conventions and trade shows, the facility accommodates consumer shows, conferences, community functions, banquets, meetings, and seminars. The KBHCCD has an active year-round schedule of events. In FY 2014-15, KBHCCD hosted 103 events, comprised of more than 1 million total attendees.

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

- City Manager's Office (1)
- Park & Recreation (1)
- Communication & Information Services (1)
- Convention & Event Services (2)
- Business Development and Procurement Services (1)*

*Business Development and Procurement Services only evaluated the proposed revenue.

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

- Revenue value 30%
- Approach and methodology 30%
- Technology and functional match 20%
- Capabilities and expertise 20%

BACKGROUND (Continued)

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 1,590 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and Procurement Services (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, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$10,219,017.48 - Estimated Total Net Revenue

M/WBE INFORMATION

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

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

Smart City Networks

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

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BHZ1605. We opened them on January 29, 2016. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Smart City Networks	5795 W. Badura Ave. Suite 110 Las Vegas, NV 89118	96.00%
Hospitality Network LLC	1700 Vegas Dr. Las Vegas, NV 89106	63.73%
General Datatech, L.P.	999 Metro Media Pl. Dallas, TX 75247	55.27%

OWNER

Smart City Networks

Martin Rubin, President
James Pearson, Vice President

February 22, 2017

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 Smart City Networks (VS0000073677) to provide communication services, including data, internet, and telecommunication services at the Kay Bailey Hutchison Convention Center Dallas for a term of ten-years, with two five-year renewal options, for an estimated total net revenue amount of \$10,219,017.48, upon approval as to form by the City Attorney.

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

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Revenue Source</u>
0080	CCT	7810	7815

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Communication and Information Services

CMO: Elizabeth Reich, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** an acquisition contract for the purchase and implementation of a citywide data management system in the amount of \$2,041,435; and **(2)** a three-year service contract, with two two-year renewal options, for maintenance and support for a data management system in the amount of \$1,780,946 - IBM Corporation, most advantageous proposer of seven - Total not to exceed \$3,822,381 - Financing: Information Technology Equipment Funds (\$241,435), Municipal Lease Agreement Funds (\$1,800,000), and Current Funds (\$1,780,946) (subject to annual appropriations)

BACKGROUND

These contracts will allow for the purchase and implementation of a citywide data management system that will assist the City in sharing, analyzing, and visualize information across multiple departments to support data driven decisions. As a part of the City's data strategy, this data management system will create a shared data environment that fosters better insight into data collected by various City systems.

Key functionalities included as a part of this implementation are:

- Data integration
- Data preparation and staging
- Data quality
- Data distribution
- Data visualization
- Predictive analytics
- Improve accessibility and reliability

BACKGROUND (Continued)

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

- Communication and Information Services (2)
- Police (1)
- City Manager’s Office (1)
- Planning and Urban Design (1)
- Business Development and Procurement Services (2)*

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

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

- Cost 30%
- Technical match 30%
- Business Inclusion and Development Plan 15%
- Capability and expertise 10%
- Functional match 10%
- Training 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 1,264 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, BDPS’ ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women’s Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$ 241,434.32 - Information Technology Equipment Funds
\$1,800,000.00 - Municipal Lease Agreement Funds
\$1,780,946.15 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

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

IBM Corporation

White Male	41,646	White Female	17,444
Black Male	2,870	Black Female	2,368
Hispanic Male	2,979	Hispanic Female	1,302
Other Male	9,882	Other Female	4,378

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BUZ1533. We opened them on December 18, 2015. We recommend the City Council award these contracts in their entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*IBM Corporation	1177 Belt Line Rd. Coppell, TX 75019	77%	\$ 7,287,821.08
Vion Corporation	196 Van Buren St. Suite 300 Herndon, VA 20170	68%	\$ 3,167,537.00

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
Deloitte Consulting LLP	400 W. 15 th St. Suite 1700 Austin, TX 78701	60%	\$18,599,800.00
CGI Technologies and Solutions, Inc.	14800 Landmark Blvd. Suite 300 Dallas, TX 75254	59%	\$ 4,654,147.00
Grant Thornton, LLP	1717 Main St. Suite 1800 Dallas, TX 75201	54%	\$28,051,021.00
General Datatech, L.P.	999 Metromedia Pl. Dallas, TX 75247	52%	\$20,429,104.42
Wynndalco Enterprises, LLC	325 N. Paul St. Dallas, TX 75201	Non-Responsive**	

**Wynndalco Enterprises, LLC was deemed non-responsive due to not meeting specifications.

OWNER

IBM Corporation

Virginia Rometty, President
Martin Schroeter, Vice-President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** an acquisition contract for the purchase and implementation of a citywide data management system in the amount of \$2,041,435; and **(2)** a three-year service contract, with two two-year renewal options, for maintenance and support for a data management system in the amount of \$1,780,946 - IBM Corporation, most advantageous proposer of seven - Total not to exceed \$3,822,381 - Financing: Information Technology Equipment Funds (\$241,435), Municipal Lease Agreement Funds (\$1,800,000), and Current Funds (\$1,780,946) (subject to annual appropriations)

IBM Corporation is a 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	\$3,822,380.47	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$3,822,380.47	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Mark III Systems, Inc	WFWB64225N0217	\$527,446.00	13.80%
Total Minority - Local		\$527,446.00	13.80%

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	\$527,446.00	13.80%	\$527,446.00	13.80%
Total	\$527,446.00	13.80%	\$527,446.00	13.80%

February 22, 2017

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 a citywide data management system in the amount of \$2,041,434.32; and (2) a three year service contract, with two two-year renewal options, for maintenance and support of a data management system in the amount of \$1,780,946.15, with IBM Corporation (001003) in a total amount not to exceed \$3,822,380.47, 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 IBM Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by IBM Corporation 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 \$2,041,434.32:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Object</u>	<u>Encumbrance</u>	<u>Amount</u>
ML16	DSV	E358	4735	MASCDSV00001591	\$708,241.00
ML16	DSV	E358	2735	MASCDSV00001591	\$191,759.00
ML17	DSV	E374	2735	MASCDSV00001591	\$456,685.60
ML17	DSV	E374	4731	MASCDSV00001591	\$267,486.00
ML17	DSV	E374	3070	MASCDSV00001591	\$175,828.40
0897	DSV	3717	3070	MASCDSV00001591	\$216,434.32
0897	DSV	3717	3110	MASCDSV00001591	\$ 25,000.00

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$1,780,946.15 (subject to annual appropriations) from Service Contract number MASCDSV00001591.

Section 4. That in order to reimburse and finance the lease/purchase acquisition of the equipment described herein over a period not to exceed the estimated useful life (10 years) thereof, any Authorized Officer of the City designated in the Master Equipment Lease/Purchase Agreement (the "Master Lease") between Banc of America Public Capital Corp and the City is hereby authorized and directed to execute, acknowledge and deliver a Schedule A (as defined in the Master Lease) pertaining to such equipment including all attachments, financing statements and schedules thereto, in substantially the form attached to the Master Lease, with such changes as the signing officer shall determine to be advisable. Each Authorized Officer of the City is also authorized to execute, acknowledge and deliver 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 Schedule A. The financing terms for such equipment, to be determined pursuant to the provisions of the Master Lease and reflected in such Schedule A, and the granting of a security interest in the financed equipment pursuant to the Master Lease, are hereby approved.

February 22, 2017

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.

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Convention and Event Services

CMO: Elizabeth Reich, 670-7804
Theresa O'Donnell, 671-9195

MAPSCO: 45P

SUBJECT

Authorize **(1)** an acquisition contract for the purchase and implementation of a surveillance camera system at the Kay Bailey Hutchison Convention Center Dallas in the amount of \$458,425; and **(2)** a five-year service contract for ongoing maintenance of the surveillance camera system in the amount of \$231,988 - Schneider Electric Buildings Americas, Inc., most advantageous proposer of seven - Total not to exceed \$690,413 - Financing: Convention and Event Services Capital Construction Funds

BACKGROUND

These contracts provide for the purchase, implementation, and maintenance of a surveillance camera system at the Kay Bailey Hutchison Convention Center Dallas (KBHCCD). The system to be installed will consist of approximately 219 interior and exterior cameras, as well as primary and secondary control centers. The system will be viewable at both control centers at KBHCCD as well as at City Hall. Additionally, the system is capable of allowing remote viewing of camera video from cell phones, tablets, laptops, and other mobile devices, for personnel with proper hardware/software and credentials. Cameras on the system are capable of detecting motion and suspect tracking with DVR recording capabilities with 30 days of video storage.

Security improvements at the KBHCCD are necessary due to heightened security requirements as noted in a Needs Inventory Assessment. The system will improve security for staff, on-site contractors, show management, exhibitors, attendees, and all other visitors to KBHCCD's two million square foot facility.

BACKGROUND (Continued)

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

- Convention & Event Services (2)
- Equipment & Building Services (1)
- Office of Emergency Services (1)
- Communication & Information Services (1)
- Business Development and Procurement Services (2)*

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

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

- Cost 30%
- Functional and technical match 30%
- Approach and methodology 15%
- Experience and capability 10%
- 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 1,083 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, BDPS' Resource LINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$690,413.00 - Convention and Event Services Capital Construction Funds

M/WBE INFORMATION

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

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

Schneider Electric Buildings Americas, Inc.

White Male	211	White Female	87
Black Male	24	Black Female	16
Hispanic Male	37	Hispanic Female	10
Other Male	25	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BHZ1615. We opened them on September 23, 2016. We recommend the City Council award these contracts in their entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Schneider Electric Buildings Americas, Inc.	1650 W. Crosby Rd. Carrollton, TX 75006	92.0%	\$ 690,413.00
Convergint Technologies LLC	2304 Tarpley Rd. Suite 124 Carrollton, TX 75006	82.3%	\$ 889,946.00
Climatec, LLC	2851 W. Kathleen Rd. Phoenix, AZ 85053	81.2%	\$ 842,763.00
Sigma Surveillance, Inc. dba STS360	4040 State Highway 121 Carrollton, TX 75010	71.6%	\$1,026,752.00

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
CelPlan Technologies, Inc.	1920 Association Dr. 4th Floor Reston, VA 20191	63.3%	\$1,412,957.05
Netronix Integration, Inc.	2170 Paragon Dr. San Jose, CA 95131	54.3%	\$4,646,591.00
Masterminders Group LLC dba Olympus Security Solutions	2000 Laughlin Ct. Arlington, TX 76012	32.0%	\$5,839,364.29

OWNER

Schneider Electric Buildings Americas, Inc.

Jim Sandelin, President
Sebastien Chagve, Vice President
Victor Copeland, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** an acquisition contract for the purchase and implementation of a surveillance camera system at the Kay Bailey Hutchison Convention Center Dallas in the amount of \$458,425; and **(2)** a five-year service contract for ongoing maintenance of the surveillance camera system in the amount of \$231,988 - Schneider Electric Buildings Americas, Inc., most advantageous proposer of seven - Total not to exceed \$690,413 - Financing: Convention and Event Services Capital Construction Funds

Schneider Electric Buildings Americas, Inc. is a 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	\$690,413.00	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$690,413.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Superior Fiber and Data Services, Inc.	WFWB31608N1218	\$158,926.00	23.02%
Total Minority - Local		\$158,926.00	23.02%

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	\$158,926.00	23.02%	\$158,926.00	23.02%
Total	\$158,926.00	23.02%	\$158,926.00	23.02%

February 22, 2017

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 a surveillance camera system at the Kay Bailey Hutchison Convention Center Dallas in the amount of \$458,425.00; and (2) a five-year service contract for ongoing maintenance of the surveillance camera system in the amount of \$231,988.00 with Schneider Electric Buildings Americas, Inc. (261927), in a total amount not to exceed \$690,413.00, 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 Schneider Electric Buildings Americas, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Schneider Electric Buildings Americas, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$458,425.00:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Object</u>	<u>Encumbrance</u>	<u>Amount</u>
0082	CCT	W104	4710	MASCKBHCCDSCP2017	\$458,425.00

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$231,988.00 from Service Contract number MASCKBHCCDSCP2017.

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

KEY FOCUS AREA: E-Gov
AGENDA DATE: February 22, 2017
COUNCIL DISTRICT(S): All
DEPARTMENT: Business Development & Procurement Services
CMO: Elizabeth Reich, 670-7804
MAPSCO: N/A

SUBJECT

Authorize **(1)** a five-year equipment lease agreement for mailing equipment, meters, related services, and supplies - Neopost USA, Inc. through the Texas Multiple Award Schedule in the amount of \$169,399; and **(2)** a five-year master agreement for metered U. S. postage - Neopost USA, Inc., sole source in the amount of \$5,649,338 - Total not to exceed \$5,818,737 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This agreement will allow for a five-year lease agreement for mailing equipment, meters, related services, supplies, and a master agreement for metered postage. The Express Business Center (EBC) serves as the central mail distribution facility for City offices and handles approximately 1.3 million citywide mail pieces. Additionally, EBC prepares for 3.3 million water utility bills and mailing notices per year. EBC currently operates three mail postage processing machines and one mail processing inserter machine. These mail machines offer an efficient method of processing mail at a metered and presort discounted rate. Each of the mail machines includes a postage meter attachment that applies appropriate postage to each mail piece processed in accordance to U.S. Postal standards. EBC saved the City 15.25 percent for FY16 by processing metered mail internally. These postage processing machines are owned by the City and have reached their useful life. The existing inserter will continue to be utilized. Services and equipment in this agreement include:

- 2 mail postage processing machines and meters
- Account management system
- Mail management software

BACKGROUND (Continued)

The mail management software included in this agreement will provide an efficient and effective method of comparing carrier rates and managing certified mail. The City will utilize the multi-carrier solutions software to compare carrier real-time rates to ensure the most cost effective mailing rates are being used. Additionally, the software will provide an electronic method of verifying proof of delivery for certified mail and will store delivery information electronically. Electronic return receipt verification will result in a savings of approximately \$28,000.00 per year. The postage is being procured as a sole source because the U.S. Postal Service does not lease postage meters and Neopost USA, Inc. equipment is proprietary.

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

- Court and Detention Services (1)
- Water Utilities (1)
- Communication and Information Services (1)
- Business Development and Procurement Services (2)

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

- Cost 35%
- Experience and capabilities 20%
- Technical 20%
- Overall approach/methodology 15%
- Functional match 10%

Business Development and Procurement Services conducted an evaluation process utilizing two manufacturers through two Cooperative Agreements, Texas Multiple Award Schedule (TXMAS) and Texas Association of School Boards (BuyBoard). We recommend the City Council award this service contract in its entirety to the most advantageous respondent for the equipment.

TXMAS conforms to the requirements of Texas statutes that are applicable for competitive bids and proposals, in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code. In addition, TXMAS receive bids from manufacturers and dealers throughout the United States.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 26, 2013, City Council authorized Supplemental Agreement No. 1 to increase the service contract to exercise the lease end option to purchase three mail postage processing machines and a mail processing inserter machine by Resolution No. 13-1066.

On September 10, 2014, City Council authorized an increase to the master agreement with Pitney Bowes, Inc. by Resolution No. 14-1454.

On October 14, 2015, City Council authorized (1) a sixteen-month service contract to establish a master agreement for meter lease and maintenance for four Pitney Bowes postage machines and (2) a sixteen-month master agreement for postage by Resolution No. 15-1856.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$5,818,736.11 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

Business Development and Procurement Services did not contact any M/WBE or other vendors for this item because the recommend awardee has the exclusive licensing rights for Neopost USA, Inc. and is the sole source provider.

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

Neopost USA, Inc.

White Male	681	White Female	321
Black Male	81	Black Female	115
Hispanic Male	78	Hispanic Female	36
Other Male	64	Other Female	40

RESPONDENT INFORMATION

Business Development and Procurement Services received the following responses and recommends the City Council award this service contract and sole source to the most advantages respondent.

*Denotes successful respondent

<u>Respondent</u>	<u>Address</u>	<u>Amount</u>	<u>Score</u>
*Neopost USA, Inc.	478 Wheelers Farms Road Milford, CT 06461	\$5,818,736.11	89.00%
Pitney Bowes, Inc.	27 Waterview Drive Shelton, CT 06484	\$5,852,508.91	84.30%

Note: Business Development and Procurement Services conducted a sole source review for metered postage and found no exceptions.

OWNER

Neopost USA, Inc.

Alain Fairise, President
Christopher O'Brien, Vice President

February 22, 2017

WHEREAS, on May 21, 2013, Administrative Action No. 13-5742 authorized to extend the master agreement for a one year period from July 30, 2013 to July 30, 2014; and,

WHEREAS, on June 26, 2013, City Council authorized Supplemental Agreement No. 1 to increase the service contract to exercise the lease end option to purchase three mail postage processing machines and a mail processing inserter machine in an amount not to exceed \$65,372.00, increasing the service contract from \$567,580.00 to \$632,952.00, by Resolution No. 13-1066; and,

WHEREAS, on August 8, 2014, Administrative Action No. 14-6423 authorized a one-year extension with Pitney Bowes, Inc. and an increase of funds in an amount not to exceed \$50,000.00, increasing the master agreement amount from \$12,255,000.00 to \$12,305,000.00; and,

WHEREAS, on September 10, 2014, City Council authorized an increase to the master agreement for meter postage with Pitney Bowes, Inc. in an amount not to exceed \$3,013,750.00, increasing the master agreement amount from \$12,305,000.00 to \$15,318,750.00, by Resolution No. 14-1454; and,

WHEREAS, on June 7, 2015, Administrative Action No. 15-6069 authorized to extend the master agreement for a six month period from July 31, 2015 to January 30, 2016; and,

WHEREAS, on October 14, 2015, City Council authorized (1) a sixteen month service contract to establish a master agreement for meter lease and maintenance for four Pitney Bowes postage machines; and (2) a sixteen-month master agreement for postage by Resolution No. 15-1856; and,

WHEREAS, on November 3, 2016, Administrative Action No. 16-6990 authorized to extend the master agreement for a three month period from December 31, 2016 to March 31, 2017;

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 contract with Neopost USA, Inc. (VC0000012216) through the Texas Multiple Award Schedule for an equipment lease agreement for mailing equipment, meters, related services, and supplies for a term of five years in an amount not to exceed \$169,398.60, 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 Neopost USA, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Neopost USA, Inc. under the contract.

February 22, 2017

Section 2. That a master agreement for the purchase of postage is authorized with Neopost USA, Inc. (VC0000012216) for a term of five-years in an amount not to exceed \$5,649,337.51.

Section 3. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for postage. If a written contract is required or requested for any or all purchases of postage 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 4. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$169,398.60 (subject to annual appropriations) from Service Contract number BXZ1620.

Section 5. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$5,649,337.51 from Master Agreement number BXZ1620.

Section 6. 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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** a five-year equipment lease agreement for mailing equipment, meters, related services, and supplies - Neopost USA, Inc. through the Texas Multiple Award Schedule in the amount of \$169,399; and **(2)** a five-year master agreement for metered U. S. postage - Neopost USA, Inc., sole source in the amount of \$5,649,338 - Total not to exceed \$5,818,737 - Financing: Current Funds (subject to annual appropriations)

Neopost USA, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$5,649,337.51	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$5,649,337.51	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%

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Equipment & Building Services
Police

CMO: Elizabeth Reich, 670-7804
Jill A. Jordan, P.E., 670-5299
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize the purchase of ballistic door panels for Police - Angel Armor, LLC - Not to exceed \$209,672 - Financing: Confiscated Monies Funds

BACKGROUND

Based on the events of July 7, 2016, a review of options for additional protection for police officers from assault by high powered rifle rounds was conducted.

The availability of ballistic panels for the doors of police vehicles offers a high level of protection for police officers. This procurement will allow for the selected inventory of police vehicles to be outfitted. This additional safety feature will become standard equipment on future purchases of police emergency response vehicles for first responders.

Due to the sensitive nature of this procurement a competitive solicitation was not used. Chapter 252.022 of the Texas Government Code Subchapter (a) (2) provides a general exemption to bidding for procurements necessary to preserve or protect the public health or safety of the municipality’s residents.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Public Safety Committee on February 13, 2017.

FISCAL INFORMATION

\$209,672.00 - Confiscated Monies Funds

ETHNIC COMPOSITION

Angel Armor, LLC

White Male	10	White Female	3
Black Male	1	Black Female	0
Hispanic Male	1	Hispanic Female	0
Other Male	0	Other Female	0

OWNER

Angel Armor, LLC

Josh Richardson, Managing Member
JC Richardson, Managing Member
Chris Foth, General Manager

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize the purchase of ballistic door panels for Police - Angel Armor, LLC - Not to exceed \$209,672 - Financing: Confiscated Monies Funds

Angel Armor, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workorce.

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	\$209,672.00	100.00%
TOTAL CONTRACT	\$209,672.00	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	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>

February 22, 2017

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

Section 1. That the purchase of ballistic door panels for Police is authorized with Angel Armor, LLC (VS93790) in an amount not to exceed \$209,672.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for ballistic door panels for Police. If a formal contract is required for this purchase instead of a purchase order, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$209,672.00:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Obj</u>	<u>Amount</u>	<u>FY</u>	<u>Encumbrance</u>
0412	DPD	6368	2790	\$209,672.00	2017	PODPD00000130790

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

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

CMO: Elizabeth Reich, 670-7804
Theresa O'Donnell, 671-9195
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a two-year master agreement for general batteries and flashlights - TKC Enterprises, Inc. in the amount of \$203,064, GT Distributors, Inc. in the amount of \$133,593, Battle & Battle Distributors, Inc. in the amount of \$77,813, Telecom Electric Supply in the amount of \$47,690, and Casco Industries, Inc. in the amount of \$6,069, lowest responsible bidders of six - Total not to exceed \$468,229 - Financing: Current Funds (\$320,251), Water Utilities Current Funds (\$88,982), Aviation Current Funds (\$55,771), Convention and Event Services Current Funds (\$1,382), and Stormwater Drainage Management Current Funds (\$1,843)

BACKGROUND

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

This master agreement will provide flashlights, general batteries, and accessories for all City departments. Departments use flashlights and batteries supplied through this agreement to perform day-to-day routine functions and operations, including fire rescue operations, repairs of various types, and security.

The City also uses batteries to operate electronic devices such as detectors of various types, flashlights, digital cameras, clocks, remote controls, smoke alarms, microphones, communication radios, and other electronic devices.

BACKGROUND (Continued)

In this solicitation, Business Development and Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 6.86 percent increase over comparable unit prices for the bid awarded in 2014.

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 618 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, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 25, 2014, City Council authorized a two-year master agreement for flashlights, general batteries and accessories by Resolution No. 14-0986.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$320,250.85 - Current Funds
\$ 88,981.41 - Water Utilities Current Funds
\$ 55,771.32 - Aviation Current Funds
\$ 1,381.90 - Convention and Event Services Current Funds
\$ 1,842.92 - Stormwater Drainage Management Current Funds

M/WBE INFORMATION

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

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

TKC Enterprises, Inc.

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

GT Distributors, Inc.

White Male	46	White Female	29
Black Male	2	Black Female	0
Hispanic Male	7	Hispanic Female	3
Other Male	3	Other Female	5

Battle & Battle Distributors, Inc.

White Male	0	White Female	0
Black Male	3	Black Female	5
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

Telecom Electric Supply

White Male	3	White Female	3
Black Male	6	Black Female	3
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

Casco Industries, Inc.

White Male	19	White Female	11
Black Male	1	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BM1628. We opened them on September 9, 2016. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group and line. Information related to this solicitation is available upon request.

BID INFORMATION (Continued)

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*TKC Enterprises, Inc.	2703 N. Beltline Rd. Irving, TX 75062	Multiple Groups/Lines
*GT Distributors, Inc.	2545 Brockton Dr. Suite 100 Austin, TX 78758	Multiple Groups/Lines
*Battle & Battle Distributors, Inc.	5365 Dividend Dr. Suite D Decatur, GA 30035	Multiple Groups/Lines
*Telecom Electric Supply	1401 Capital Ave Plano, TX 75074	Multiple Groups/Lines
*Casco Industries, Inc.	1517 W. Carrier Pkwy. Grand Prairie, TX 75050	Multiple Groups/Lines
Divine Fountain Ministries, Inc.	1508 Seely St. Arlington, TX 76018	Multiple Groups/Lines

OWNERS

TKC Enterprises, Inc.

Stanley Tee, President

GT Distributors, Inc.

William J. Orr Jr., President
Tim Brown, Vice President
Deborah Orr, Secretary

Battle & Battle Distributors, Inc.

Sylvia C. Battle, President

Telecom Electric Supply

Frederic B. Moses, President
Mazzie Moses, Vice President

OWNERS (Continued)

Casco Industries, Inc.

Doug Schaumburg, President
Polly Ebarb, Vice President
Coleman Brown, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a two-year master agreement for general batteries and flashlights - TKC Enterprises, Inc. in the amount of \$203,064, GT Distributors, Inc. in the amount of \$133,593, Battle & Battle Distributors, Inc. in the amount of \$77,813, Telecom Electric Supply in the amount of \$47,690, and Casco Industries, Inc. in the amount of \$6,069, lowest responsible bidders of six - Total not to exceed \$468,229 - Financing: Current Funds (\$320,251), Water Utilities Current Funds (\$88,982), Aviation Current Funds (\$55,771), Convention and Event Services Current Funds (\$1,382), and Stormwater Drainage Management Current Funds (\$1,843)

TKC Enterprises, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. Casco Industries, Inc. is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. GT Distributors, Inc., Telecom Electric Supply, Battle & Battle Distributors, 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	\$209,133.44	44.66%
Total non-local contracts	\$259,094.96	55.34%
TOTAL CONTRACT	\$468,228.40	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Batteries Plus dba TKC Enterprises	PMDB34148Y0617	\$203,064.44	97.10%
Total Minority - Local		\$203,064.44	97.10%

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	\$203,064.44	97.10%	\$203,064.44	43.37%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$203,064.44</u>	<u>97.10%</u>	<u>\$203,064.44</u>	<u>43.37%</u>

February 22, 2017

WHEREAS, on June 25, 2014, City Council authorized a two-year master agreement for flashlights, general batteries and accessories by Resolution No. 14-0986;

NOW, THEREFORE,

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

Section 1. That a master agreement for general batteries and flashlights is authorized with TKC Enterprises, Inc. (VC16571) in the amount of \$203,064.44, GT Distributors, Inc. (500130) in the amount of \$133,592.42, Battle & Battle Distributors, Inc. (518581) in the amount of \$77,812.46, Telecom Electric Supply (204486) in the amount of \$47,690.08, and Casco Industries, Inc. (082798) in the amount of \$6,069.00 for a term of two-years in a total amount not to exceed \$468,228.40.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for general batteries and flashlights. If a written contract is required or requested for any or all purchases of general batteries and flashlights 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 \$468,228.40 from Master Agreement number BM1628.

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: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Police

CMO: Elizabeth Reich, 670-7804
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for animal bedding for Police horses – S-4 Quality Shavings, LLC, lowest responsible bidder of two - Not to exceed \$237,672 - 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 provide animal bedding for Police horses. The Police Mounted Squad has 14 horses which are stabled inside Fair Park when not on patrol. Shavings are used daily in each of the stalls for bedding for the horses and to aid in the absorption of animal waste. The stalls are cleaned daily to remove contaminated bedding to maintain a healthy living environment for the horses.

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 406 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, BDPS' ResourceLINK Team (RLT) sent notifications 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 Public Safety Committee on February 13, 2017.

FISCAL INFORMATION

\$237,672.00 - Current Funds

M/WBE INFORMATION

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

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

S-4 Quality Shavings, LLC

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

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BT1702. We opened them on November 17, 2016. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*S-4 Quality Shaving, LLC	970 Vinyard Rd. Marshfield, MO 65706	\$237,672.00

BID INFORMATION (Continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
Lab Animal Supplies, Inc.	54 Remington Dr. Highland Village, TX 75077	\$245,934.00

OWNER

S-4 Quality Shavings, LLC

Mike Stewart, President
Connie Stewart, Vice President

February 22, 2017

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

Section 1. That a master agreement for the purchase of animal bedding for Police horses is authorized with S-4 Quality Shavings, LLC (VS0000067436) for a term of three years in an amount not to exceed \$237,672.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for animal bedding for Police horses. If a written contract is required or requested for any or all purchases of animal bedding for Police horses 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 \$237,672.00 from Master Agreement number BT1702.

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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for animal bedding for Police horses – S-4 Quality Shavings, LLC, lowest responsible bidder of two - Not to exceed \$237,672 - Financing: Current Funds

S-4 Quality Shavings, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$237,672.00	100.00%
TOTAL CONTRACT	\$237,672.00	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%

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 22, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Equipment & Building Services
Water Utilities

CMO: Elizabeth Reich, 670-7804
Jill A. Jordan, P.E., 670-5299
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** Supplemental Agreement No. 1 to increase the service contract with Wastebuilt Southwest, LLC dba Stepp Parts in the amount of \$375,201, from \$1,500,804 to \$1,876,005, Heil of Texas in the amount of \$245,730, from \$982,924 to \$1,228,654, Texas Kenworth Co. dba MHC Kenworth in the amount of \$138,818, from \$555,273 to \$694,091, Southwest International Trucks, Inc. in the amount of \$97,057, from \$388,229 to \$485,286, and The Around the Clock Freightliner Group, LLC in the amount of \$75,344, from \$301,377 to \$376,721; and **(2)** Supplemental Agreement No. 2 to increase the service contract with BTE Body Co., Inc. in the amount of \$52,847, from \$211,390 to \$264,237, for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials, and refuse bodies - Total not to exceed \$984,997, from \$3,939,997 to \$4,924,994 - Financing: Current Funds (\$980,757) and Water Utilities Current Funds (\$4,240) (subject to annual appropriations)

BACKGROUND

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

This Supplemental Agreement No. 1 to increase the service contract is necessary in order to allow sufficient time to complete the solicitation process for a new contract. This citywide contract provides the City with the ability to purchase parts for a variety of heavy-duty truck transmissions, differentials, and refuse bodies at a discounted rate taken from the manufacturer's published list pricing. This contract also includes supplemental labor to Equipment and Building Services (EBS) staff efforts and is necessary to ensure specialized equipment components are repaired according to equipment and manufacturer standards. EBS will provide the necessary labor to remove and reinstall transmissions and differentials which will be sent to the vendor for required repairs.

BACKGROUND (Continued)

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

PRIOR ACTION/REVIEW (COUNCIL BOARDS, COMMISSIONS)

On February 25, 2015, City Council authorized a three-year service contract for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials and refuse bodies by Resolution No. 15-0335.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 21, 2017.

FISCAL INFORMATION

\$980,757.00 - Current Funds (subject to annual appropriations)

\$ 4,240.00 - Water Utilities Current Funds (subject to annual appropriations)

ETHNIC COMPOSITION

Wastebuilt Southwest, LLC dba Stepp Parts

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

Heil of Texas

White Male	9	White Female	2
Black Male	0	Black Female	0
Hispanic Male	3	Hispanic Female	0
Other Male	0	Other Female	0

Texas Kenworth Co. dba MHC Kenworth

White Male	83	White Female	4
Black Male	12	Black Female	0
Hispanic Male	34	Hispanic Female	3
Other Male	4	Other Female	0

ETHNIC COMPOSITION (Continued)

Southwest International Trucks, Inc.

White Male	228	White Female	34
Black Male	20	Black Female	1
Hispanic Male	81	Hispanic Female	10
Other Male	4	Other Female	0

The Around the Clock Freightliner Group, LLC

White Male	71	White Female	14
Black Male	14	Black Female	2
Hispanic Male	27	Hispanic Female	1
Other Male	3	Other Female	1

BTE Body Co., Inc.

White Male	12	White Female	1
Black Male	2	Black Female	0
Hispanic Male	10	Hispanic Female	2
Other Male	3	Other Female	1

OWNERS

Wastebuilt Southwest, LLC dba Stepp Parts

Greg Podell, President

Heil of Texas

Larry Davis, President

Texas Kenworth Co. dba MHC Kenworth

Tim Spurgeon, President

Southwest International Trucks, Inc.

Russ Trimble, President

The Around the Clock Freightliner Group, LLC

John Miciotto, President

BTE Body Co., Inc.

Brian Bruckner, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** Supplemental Agreement No. 1 to increase the service contract with Wastebuilt Southwest, LLC dba Stepp Parts in the amount of \$375,201, from \$1,500,804 to \$1,876,005, Heil of Texas in the amount of \$245,730, from \$982,924 to \$1,228,654, Texas Kenworth Co. dba MHC Kenworth in the amount of \$138,818, from \$555,273 to \$694,091, Southwest International Trucks, Inc. in the amount of \$97,057, from \$388,229 to \$485,286, and The Around the Clock Freightliner Group, LLC in the amount of \$75,344, from \$301,377 to \$376,721; and **(2)** Supplemental Agreement No. 2 to increase the service contract with BTE Body Co., Inc. in the amount of \$52,847, from \$211,390 to \$264,237, for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials, and refuse bodies - Total not to exceed \$984,997, from \$3,939,997 to \$4,924,994 - Financing: Current Funds (\$980,757) and Water Utilities Current Funds (\$4,240) (subject to annual appropriations)

Wastebuilt Southwest, LLC dba Stepp Parts, Heil of Texas, Texas Kenworth Co. dba MHC Kenworth, Southwest International Trucks, Inc., The Around the Clock Freightliner Group, LLC, and BTE Body Co., Inc. are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY - THIS ACTION ONLY

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$984,997.00	100.00%
Non-local contracts	\$0.00	0.00%
TOTAL THIS ACTION	<u>\$984,997.00</u>	<u>100.00%</u>

LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE PARTICIPATION

	This Action		Participation to Date	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
	-----	-----	-----	-----
Total	\$0.00	0.00%	\$0.00	0.00%

February 22, 2017

WHEREAS, on February 25, 2015, City Council authorized a three-year service contract for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials and refuse bodies by Resolution No. 15-0335; and,

WHEREAS, on June 16, 2015, Administrative Action No. 15-6250 authorized the merger of Equipment Southwest, Inc. and BTE Body Co. Inc.;

NOW, THEREFORE,

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

Section 1. That following approval as to form by the City Attorney, the City Manager is hereby authorized to execute (1) Supplemental Agreement No. 1 to increase the service contract with Wastebuilt Southwest, LLC dba Stepp Parts (VS0000083650) in the amount of \$375,201.00, from \$1,500,804.00 to \$1,876,005.00, Heil of Texas (502970) in the amount of \$245,730.00, from \$982,923.50 to \$1,228,653.50, Texas Kenworth Co. dba MHC Kenworth (VS0000039231) in the amount of \$138,818.00, from \$555,273.00 to \$694,091.00, Southwest International Trucks, Inc. (003940) in the amount of \$97,057.00, from \$388,228.67 to \$485,285.67, and The Around the Clock Freightliner Group, LLC (399372) in the amount of \$75,344.00, from \$301,377.00 to \$376,721.00; and (2) Supplemental Agreement No. 2 to increase the service contract with BTE Body Co., Inc. (VS0000069486) in the amount of \$52,847.00, from \$211,390.00 to \$264,237.00, for parts and labor for the maintenance and repair of heavy-duty truck transmissions, differentials, and refuse bodies, in a total amount not to exceed \$984,997.00, increasing the service contract from \$3,939,996.17 to \$4,924,993.17.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$984,997.00 (subject to annual appropriations) from Service Contract number BJ1501.

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: Economic Vibrancy
AGENDA DATE: February 22, 2017
COUNCIL DISTRICT(S): All
DEPARTMENT: City Controller
CMO: Elizabeth Reich, 670-7804
MAPSCO: N/A

SUBJECT

Authorize approval of the 457 Deferred Compensation Plan for City Employees of the City of Dallas, as amended and restated, effective February 22, 2017 - Financing: No cost consideration to the City

BACKGROUND

This plan is periodically reviewed by the Board of the 457 plan with regards to new regulations, Internal Revenue Service requirements or requested changes to the plan. The 457(b) plan revisions include (1) amending the definition of an eligible employee to include employees who are employed on a permanent, part-time, or temporary basis or elected to serve on the City Council, and (2) adding a Roth in-plan conversion option to allow a participant to convert non-Roth balances to Roth balances. The restated plan document also includes non-substantive amendments for clarification and incorporates previously approved amendments to the core investments in the plan. Other minor changes are included to update the plan for new regulations. The 457(b) plan is governed by the provisions set forth in the plan document and the Board of the 457 plan has reviewed the plan provisions and consulted with the City Attorney’s Office and, on January 13, 2017, voted to approve the 457 Deferred Compensation Plan for City Employees of the City of Dallas, as amended and restated, effective February 22, 2017.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council authorized the 457 Deferred Compensation Plan for City Employees of the City of Dallas as amended and restated effective November 7, 2011, by Resolution No. 11-3001.

Information about this item was provided to the Budget, Finance, & Audit Committee on February 6, 2017.

FISCAL INFORMATION

No cost consideration to the City

February 22, 2017

WHEREAS, the City of Dallas has adopted a 457 Deferred Compensation Plan for City Employees of the City of Dallas; and

WHEREAS, on December 2, 2011, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by, Administrative Action No. 11-3170; and

WHEREAS, on March 27, 2012, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by, Administrative Action No. 12-1146; and

WHEREAS, on July 18, 2012, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by, Administrative Action No. 12-1857; and

WHEREAS, on March 26, 2013, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 13-5511; and

WHEREAS, on December 20, 2013, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 14-5232; and

WHEREAS, on May 30, 2014, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 14-6206; and

WHEREAS, on March 20, 2015, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 15-5739; and

WHEREAS, on March 29, 2016, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 16-5999; and

WHEREAS, on December 16, 2016, the core investment options of the 457 Deferred Compensation Plan for City Employees of the City of Dallas were revised by Administrative Action No. 17-5091; and

WHEREAS, it is desirable to amend and restate the 457 Deferred Compensation Plan for City Employees of the City of Dallas Plan Document at no cost to the City; and

February 22, 2017

WHEREAS, the Plan Board has approved the amendments and recommend that the City Council approve the amendments to the Plan.

NOW, THEREFORE,

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

Section 1. That the 457 Deferred Compensation Plan for City Employees of the City of Dallas, as amended and restated, effective February 22, 2017 (**Attachment 1**) be approved and that the City is authorized to take all other actions deemed necessary or appropriate to implement the amended and restated Plan.

Section 2. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

KEY FOCUS AREA: E-Gov
AGENDA DATE: February 22, 2017
COUNCIL DISTRICT(S): N/A
DEPARTMENT: Office of Financial Services
CMO: Elizabeth Reich, 670-7804
MAPSCO: N/A

SUBJECT

Authorize **(1)** an extension through September 30, 2017 for Community Development Block Grant (CDBG) funded projects which have not met the twelve-month obligation or twenty-four-month expenditure requirement; **(2)** preliminary adoption of Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program; and **(3)** a public hearing to be held on March 22, 2017 to receive comments on the proposed use of funds for Reprogramming Budget No. 1 to the FY 2016-17 Action Plan - Financing: No cost consideration to the City

BACKGROUND

On August 18, 1993, Resolution No. 93-3001 established specific timeframes for the obligation and expenditure of Community Development Block Grant (CDBG) funds. Funds are to be obligated within 12 months and expended within 24 months of budget adoption. On March 28, 2007, Resolution No. 07-0992, enhanced the City's existing expenditure policy with additional benchmarks. Additional time to obligate and expend funds may be granted by the City Council.

Timely expenditure of CDBG funds by entitlement cities continues to be a primary concern of the U. S. Department of Housing and Urban Development (HUD). HUD requires that cities expend CDBG funds so that at least 60 days prior to the start of a new program year, the unexpended balance of CDBG funds should be less than 1.5 times the cities' CDBG allocation amount for the current year. The City of Dallas continues to comply with this HUD regulation.

For FY 2016-17, a review of the projects based on the timely expenditure policy (including the benchmarks), identified unspent funds remaining in 17 projects, totaling \$2,926,017, recommended for extension and unspent funds remaining in 11 projects, totaling \$1,413,595, recommended for reprogramming.

BACKGROUND (Continued)

On December 13, 2016, the Community Development Commission (CDC) Financial Monitoring/Performance Standards Committee reviewed and recommended the City Manager's proposed extensions and reprogramming of CDBG funds with no amendments.

On January 5, 2017, the CDC reviewed and approved the CDC Financial Monitoring/Performance Standards Committee's recommendation from the December 13, 2016 committee meeting. Unspent funds remaining in 17 projects, totaling \$2,926,017, recommended for extension and unspent funds remaining in 11 projects, totaling \$1,413,595, recommended for reprogramming.

On February 2, 2017, the CDC was briefed on the need to maintain ongoing compliance with HUD's timely expenditure policy and proposed Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program.

This item includes preliminary adoption of the FY 2016-17 Action Plan Reprogramming Budget No. 1 and calls for a public hearing for March 22, 2017 to allow citizens an opportunity to comment on the proposed use of funds. Notice will be published in the official newspaper. This proposed budget will be available for review and comment February 23, 2017 through April 11, 2017. Final adoption by the City Council is scheduled for April 12, 2017.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 18, 1993, Resolution No. 93-3001, established specific timeframes for the obligation and expenditure of Community Development Block Grant (CDBG) Funds.

On March 28, 2007, Resolution No. 07-0992, enhanced the City's existing expenditure policy with additional benchmarks.

On December 13, 2016, the Community Development Commission (CDC) Financial Monitoring/Performance Standards Committee reviewed and recommended the City Manager's proposed extensions and reprogramming of CDBG funds with no amendments.

On January 5, 2017, the Community Development Commission was briefed and recommended extending and reprogramming of the CDBG project funds.

On February 2, 2017, the CDC was briefed on the need to maintain ongoing compliance with HUD's timely expenditure policy and proposed Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program.

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

The Housing Committee and the Budget, Finance, and Audit Committee were both briefed on the recommended extensions and reprogramming on February 6, 2017. Both committees provided favorable recommendations to move forward to City Council for approval.

FISCAL INFORMATION

No cost consideration to the City.

February 22, 2017

WHEREAS, on August 18, 1993, Resolution No. 93-3001 established specific timeframes for the obligation and expenditure of Community Development Block Grant (CDBG) funds; and

WHEREAS, on March 28, 2007, Resolution No. 07-0992 enhanced the City's existing expenditure policy with additional benchmarks; and

WHEREAS, at the discretion of the City Council, the timeframes may be extended for obligating and expending CDBG funded activities; and

WHEREAS, on December 13, 2016, the Community Development Commission (CDC) Financial Monitoring/Performance Standards Committee reviewed and recommended the City Manager's proposed extensions and reprogramming of CDBG funds with no amendments; and

WHEREAS, on January 5, 2017, the Community Development Commission was briefed on the extensions and reprogramming of the CDBG project funds and made recommendations. Unspent funds remaining in 17 CDBG projects, totaling \$2,926,017 were recommended for extension. In addition, unspent prior year funds remaining in 11 CDBG projects, totaling \$1,413,595 were identified for reprogramming; and

WHEREAS, on February 2, 2017, the CDC was briefed on the proposed Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program; and

WHEREAS, on February 6, 2017, the Housing Committee and the Budget, Finance, and Audit Committee were briefed on the FY 2016-17 CDBG Extensions and Reprogramming recommendations which included proposed Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program.

Now, Therefore,

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

Section 1. That the City Council authorizes an extension to the timeframes for the obligation and expenditure of prior year CDBG funds to September 30, 2017 per Attachment A.

Section 2. That the City Council authorizes the release of funds from their originally budgeted purposes, per Attachment B, for Reprogramming Budget No. 1 to the FY 2016-17 Action Plan to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program.

February 22, 2017

Section 3. That the preliminary adoption of the FY 2016-17 Action Plan Reprogramming Budget No. 1 be approved to use unspent prior year CDBG funds in the amount of \$1,413,595 for the Major Systems Repair Program.

Section 4. That a public hearing to receive comments on the proposed use of funds for Reprogramming Budget No. 1 to the FY 2016-17 Action Plan will be held on March 22, 2017 in the Council Chambers.

Section 5. That this resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of Dallas, and it is accordingly so resolved.

ATTACHMENT A

CDBG Extension of Expenditures/Commitment Policy

Recommended by Community Development Commission (CDC) 01/05/2017

Briefed to Housing Committee and Budget, Finance, & Audit Committee on 02/06/2017

	Fiscal Year	Project Name	Amount
1	15-16	City Child Care Services Program	\$29,694
2	10-11	Community Based Development Org - EDCO	\$101,508
3	10-11	Community Based Development Org - EDCO	\$14,105
4	11-12	Community Based Development Org - EDCO	\$284,417
5	14-15	Mortgage Assistance Program	\$397,787
6	10-11	NIP-Neighborhood Investment Program-Infrastructure	\$1,020,459
7	13-14	NIP-SDFP/Mingo/Beall Streets Public Improvement	\$318,408
8	12-13	NIP-South Dallas/Ideal-Rochester Public Improvements	\$16,052
9	13-14	NIP-South Dallas/Fair Park Public Improvements	\$186,506
10	10-11	NIP-Spring Avenue Infrastructure	\$146,636
11	11-12	NIP-Spring Avenue Infrastructure	\$215,476
12	10-11	NIP-Spring Avenue Infrastructure	\$34,987
13	13-14	Reconstruction Program	\$91,000
14	14-15	BAC#2 Dallas Black Chamber of Commerce	\$16,340
15	14-15	BAC#3 Sammons Business & Community Lenders	\$34,769
16	14-15	BAC#6 Hampton Regional Hispanic Contractors	\$16,295
17	14-15	BAC#7 Illinois Regional Hispanic Contractors	\$1,578
		Grand Total	\$2,926,017

ATTACHMENT B

CDBG Reprogramming of Expenditures/Commitment Policy
 Recommended by Community Development Commission (CDC) 01/05/2017
 Briefed to Housing Committee and Budget, Finance, & Audit Committee on 02/06/2017

	Fiscal Year	Project Name	Amount
1	10-11	Business Incentive Program - Façade Improvements	\$28,592
2	15-16	City Child Care Services Program	\$7,498
3	12-13	Community Based Development Org - CWCDC	\$84,229
4	15-16	Housing Development Support	\$263,261
5	14-15	Housing Development Support	\$66,953
6	12-13	Mortgage Assistance Program	\$37,222
7	11-12	Residential Development Acquisition Loan Program	\$70,219
8	12-13	Residential Development Acquisition Loan Program	\$500,000
9	14-15	BAC#4 Spring Ave-Business & Community Lenders	\$34,881
10	14-15	BAC#8 Record Crossing - BCL of Texas	\$9,638
11		Reprogrammed Funds	\$311,102
		Grand Total	\$1,413,595

KEY FOCUS AREA: E-Gov
AGENDA DATE: February 22, 2017
COUNCIL DISTRICT(S): N/A
DEPARTMENT: Office of Financial Services
CMO: Elizabeth Reich, 670-7804
MAPSCO: N/A

SUBJECT

Ratify amendments to the 2017 City Calendar that was approved by Resolution No. 16-1777 on October 26, 2016, to **(1)** cancel the City Council Briefing Meeting that was scheduled for February 1, 2017; **(2)** cancel the council-staff planning session that was scheduled for February 15 and 16, 2017; **(3)** add a City Council Briefing Meeting on February 15, 2017; and **(4)** add a council-staff planning session on March 29 and 30, 2017 - Financing: No cost consideration to the City

BACKGROUND

Resolution No. 89-3796 requires the City Council to adopt an annual calendar. Resolution No. 90-2673 establishes the annual July recess. The City Calendar includes all City Council briefing and agenda meetings, budget briefings and workshops, Council Committee meetings, and City holidays. The City Calendar is available on the City's website at www.dallascityhall.com and is made available in the Office of Financial Services to all citizens who request copies.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The City Council was briefed on October 19, 2016.

The 2017 City Calendar was approved by the City Council on October 26, 2016, by Resolution No. 16-1777.

FISCAL INFORMATION

No cost consideration to the City.

February 22, 2017

WHEREAS, the 2017 calendar was approved on October 26, 2016; and

WHEREAS, it has become necessary to change the 2017 calendar based on the Mayor's memo of January 25, 2017; and

WHEREAS, the City Council Briefing Meeting, previously scheduled for February 1, 2017, should be cancelled; and

WHEREAS, the council-staff planning session that was scheduled for February 15 and 16, 2017, should be cancelled; and

WHEREAS, a City Council Briefing meeting should be added on February 15, 2017; and

WHEREAS, a council-staff planning session should be added on March 29 and 30, 2017;

Now, Therefore,

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

Section 1. That this item hereby ratifies amendments to the 2017 City Calendar that was approved by Resolution No. 16-1777 on October 26, 2016 (Attachment A).

Section 2. That this item hereby authorizes an amendment to the 2017 City Calendar to cancel the City Council Briefing Meeting that was scheduled for February 1, 2017.

Section 3. That this item hereby authorizes an amendment to the 2017 City Calendar to cancel the council-staff planning session that was scheduled for February 15 and 16, 2017.

Section 4. That this item hereby authorizes an amendment to the 2017 City Calendar to add a City Council Briefing Meeting on February 15, 2017.

Section 5. That this item hereby authorizes an amendment to the 2017 City Calendar to add a council-staff planning session on March 29 and 30, 2017.

Section 6. 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.

February 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9:00am	2	3	4
5	6 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance, & Audit	7	8 Council Agenda 9:00am	9	10	11
12	13 Council Committees: 9:00am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	14 Valentine's Day	15 Council Meeting Canceled Council Briefing 9:00am Council Staff Planning Session	16 Council Staff Planning Session	17	18
19	20 Committee Meetings moved to February 21 st President's Day – City Holiday	21 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance, & Audit 3:00pm-Arts, Culture, & Libraries	22 Council Agenda 9:00am	23	24	25
26	27 Council Committees: 9:00am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	28				

Note: Council Agenda meetings are held in the Council Chambers and Council Briefing and committee meetings are held in room 6ES at Dallas City Hall.

March 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9:00am Budget Workshop	2 Texas Independence Day	3	4
5	6 Council Committee Meetings Canceled Council Recess	7 Council Recess City of Dallas Legislative Reception – Austin, TX	8 Council Meeting Canceled Council Recess	9 Council Recess	10 Council Recess	11 National League of Cities Congressional City Conference - Washington, DC
12 National League of Cities Congressional City Conference - Washington, DC Daylight Savings Time Begins	13 Council Committee Meetings Canceled Council Recess National League of Cities Congressional City Conference - Washington, DC	14 Council Recess National League of Cities Congressional City Conference - Washington, DC	15 Council Meeting Canceled Council Recess National League of Cities Congressional City Conference - Washington, DC	16 Council Recess	17 Council Recess St. Patrick's Day	18
19	20 Council Committees: 9:00am-Economic Development 11:00am-Housing 1:00pm-Budget, Finance, & Audit 3:00pm-Arts, Culture, & Libraries	21	22 Council Agenda 9:00am Budget Public Hearing	23	24	25
26	27 Council Committees: 9:00am-Quality of Life & Environment 11:00am-Public Safety 1:00pm-Transportation & Trinity River Project	28	29 Fifth Wednesday — No City Council Meeting Council-Staff Planning Session	30 Council-Staff Planning Session	31 Cesar Chavez Day	

Note: Council Agenda meetings are held in the Council Chambers and Council Briefing and committee meetings are held in room 6ES at Dallas City Hall.

Memorandum



CITY OF DALLAS

DATE February 17, 2017

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 January / February 2017 Living Wage Results

On Tuesday, February 21, 2017, the Office of Business Development and Procurement will brief the Budget, Finance, & Audit Committee on the January / February 2017 Living Wage Results. I have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Larry E. Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Kimberly Tolbert, Chief of Staff

Mark McDaniel, Interim 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
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager
Directors and Assistant Directors

January / February 2017 Living Wage Results

Budget, Finance, and Audit

Briefing

February 21, 2017



PURPOSE

- Background
- How the Wage Floor Is Applied
- Wage Floor Impact
- Upcoming General Service Contracts
- Summary
- Next Steps
- Questions

BACKGROUND

- August 2014 –The Mayor’s Task Force on Poverty recommended a City employee and City contractors’ employee hourly rate of \$10.25 adjusted for inflation
- August 2014 - City Council FY 2014-15 budget discussion regarding hourly rate paid to Sanitation Services temporary employees
- June 8, 2015 – Sanitation Services briefed Quality of Life
 - Additional cost to hire day laborers estimated to be \$4 million annually; approximately \$1.60 per month impact to sanitation residential fee
 - Discussed creating the opportunity for temporary laborers to become City employees
 - Quality of Life Committee directed staff to proceed with a Performance Certification pilot program

BACKGROUND

- Business Development and Procurement Services provided information to City Council on possible options and fiscal impact of implementing a wage floor policy on the following dates:
 - August 5, 2015
 - September 2, 2015
 - September 16, 2015
 - October 21, 2015

BACKGROUND

- On November 10, 2015, City Council authorized Resolution No. 15-2141 which requires prime contractors, awarded general service contracts valued greater than \$50,000, and sub-contractors on City contracts to pay their employees rendering specific services on the contract a wage floor of no less than **\$10.37 per hour**



HOW THE WAGE FLOOR IS APPLIED

- In accordance with Resolution No. 15-2141, the wage floor is required on all general service contracts
 - General Services, as defined in part, by Dallas City Code Chapter 2, Section 27, means insurance, services related to the purchase of high technology items, or other types of manual, physical, or intellectual labor
 - This excludes personal, professional, and planning services, and facility construction or construction services
- Business Development and Procurement Services reviews the wage floor annually and bases it upon the Massachusetts Institute of Technology (MIT) Living Wage Index
- Newly awarded service providers are required to submit an affidavit stating compliance with the wage floor (\$10.37) for all employees working on City of Dallas service contracts
 - Wage floor data collected annually

WAGE FLOOR IMPACT

Temporary Industrial Labor for Sanitation Services

- Contractor currently has placed 591 employees on the City of Dallas Contract
- 200 employees are utilized on a daily basis
- 95% of employees on the City's contract reside within City limits
- Positive impact
 - Ability for contractor to begin hiring and retaining experienced employees
 - More consistent daily availability of employees
 - Improved morale
 - 18 employees have transitioned to full-time employment with Sanitation Services
 - 4 truck driver trainees completed their program and promoted to truck driver
 - 10 truck driver trainees recently hired
 - 4 laborers hired



WAGE FLOOR IMPACT

In 2015, we identified 19 contracts that have employees on the lower end of the pay scale, including: grounds maintenance, janitorial, temporary labor, and other service related contracts

- The City renewed 6 of these 19 contracts between December 1, 2015 and December 31, 2016 with an average of 36.5% increase in contract price
 - Increase could have resulted from wages and other variables

WAGE FLOOR IMPACT

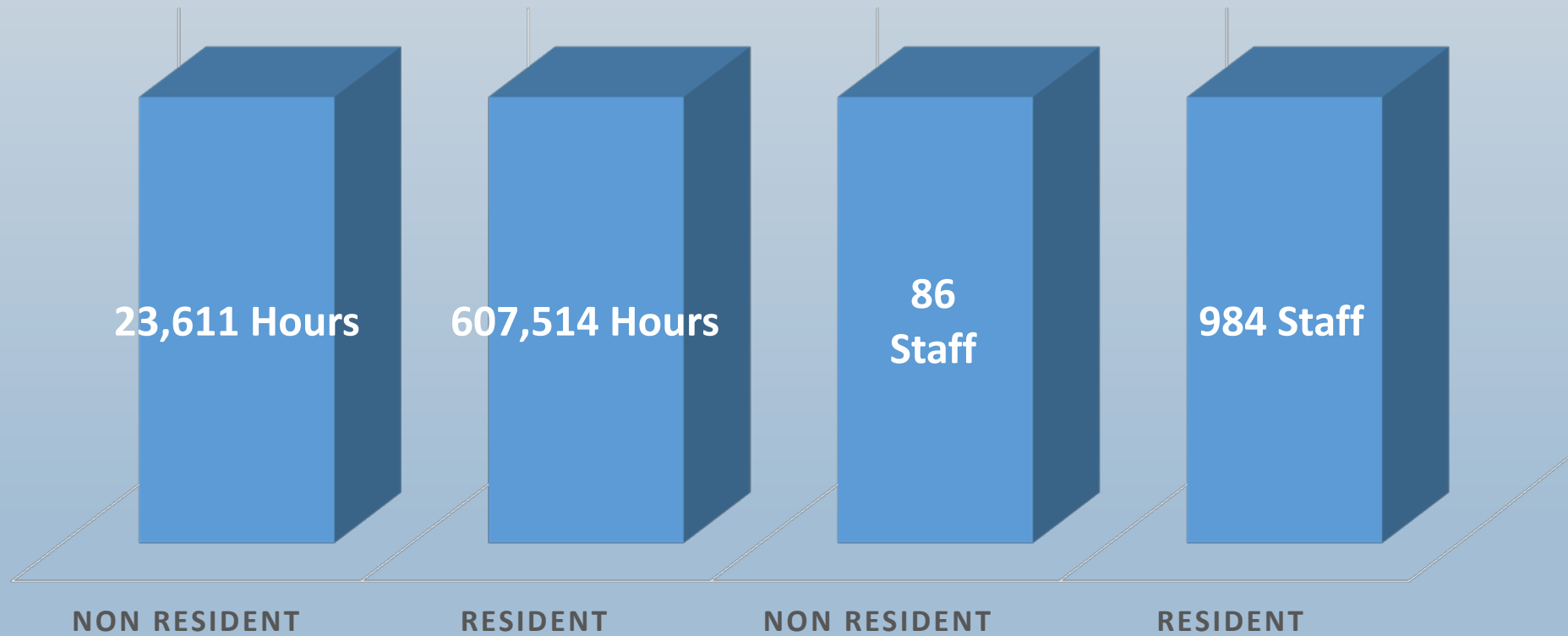
Contracts Renewed

December 2015 through December 2016

Description	New Contract Amount	Differential
Grounds maintenance - PKR, EBS, AVI	\$3.2M	+14%
Event set-up at Kay Bailey Hutchison Convention Center	\$3.6M	+76%
Temporary Day Labor-Citywide	\$15M	+43%
Temporary Labor-clerical and professional	\$28.5M	+20%
Temporary Industrial Labor-Sanitation Services	\$20.2M	+30%
Temporary Labor – Stage Hands	\$1.2M	+1%

WAGE FLOOR IMPACT

RENEWED CONTRACTS 2015-2016



UPCOMING GENERAL SERVICE CONTRACTS

Contract Description	Anticipated Contract Council Award Date
Grounds Maintenance - DPD	2017
Grounds Maintenance - DFD, HOU, STS	2017
Grounds Maintenance/Levees - Hensley Field, SAN	2017
Janitorial Service - OCA	2017
Temp Labor – IT Professional	2017
Yard waste grinding	2019
Grounds Maintenance – TXDOT Properties	2019
Grounds maintenance - Litter pickup for Parks	2019
Janitorial Services for DWU,WIC,TWM	2019
Janitorial Services - Oak Cliff Municipal Center	2020
Janitorial Services - DFR	2020
Janitorial Services for Kay Bailey Hutchison Convention Center	2020
Central utility plant maintenance for Love Field (includes facility inspections, maintenance and repairs)	2020

SUMMARY

Living Wage has improved:

- The overall quality of services rendered
- Increased employee retention and morale
- Increased qualified candidate pool for hiring

NEXT STEPS

- Review MIT Wage Floor Index Annually
- Continue to collect data to provide information for next reporting period

QUESTIONS



Memorandum



CITY OF DALLAS

DATE February 17, 2017

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 Budget Process Update

On Tuesday, February 21, 2017, the Office of Financial Services will brief the Budget, Finance, & Audit Committee with a Budget Process Update. I have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Larry E. Casto, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
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Eric D. Campbell, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager
Directors and Assistant Directors



Budget Process Update



Budget, Finance, and Audit Committee
February 21, 2017

M. Elizabeth Reich, Chief Financial Officer
Jack Ireland, Director, Office of Financial Services

Purpose

2

- Provide overview of FY 2017-18 budget development
- Discuss community engagement meetings
- Receive questions and comments

Overview

3

- We expect Dallas economy will continue to grow and revenue will increase:
 - Property values - initially forecast to increase 6%
 - Sales tax - initially forecast to increase 4%
- However:
 - Expenses will also increase
 - Texas State Legislature will consider bills that limit property tax revenue growth

Overview - continued

4

- We expect some costs will increase:
 - Payroll increases: police and fire salaries due to Meet & Confer, police and fire pension contributions, and employee/retiree health benefit costs
 - Full-year funding for initiatives that started in current year: Hire Dallas and Forestry Division
 - Master Lease debt
 - Tax Increment Financing participation
 - O&M expenses associated with completed capital projects

Overview - continued

5

- These higher costs mean that without changing our service delivery, FY 2017-18 expenses already exceed initial revenue forecasts
- To fund any new or enhanced services, we will need to find efficiencies elsewhere

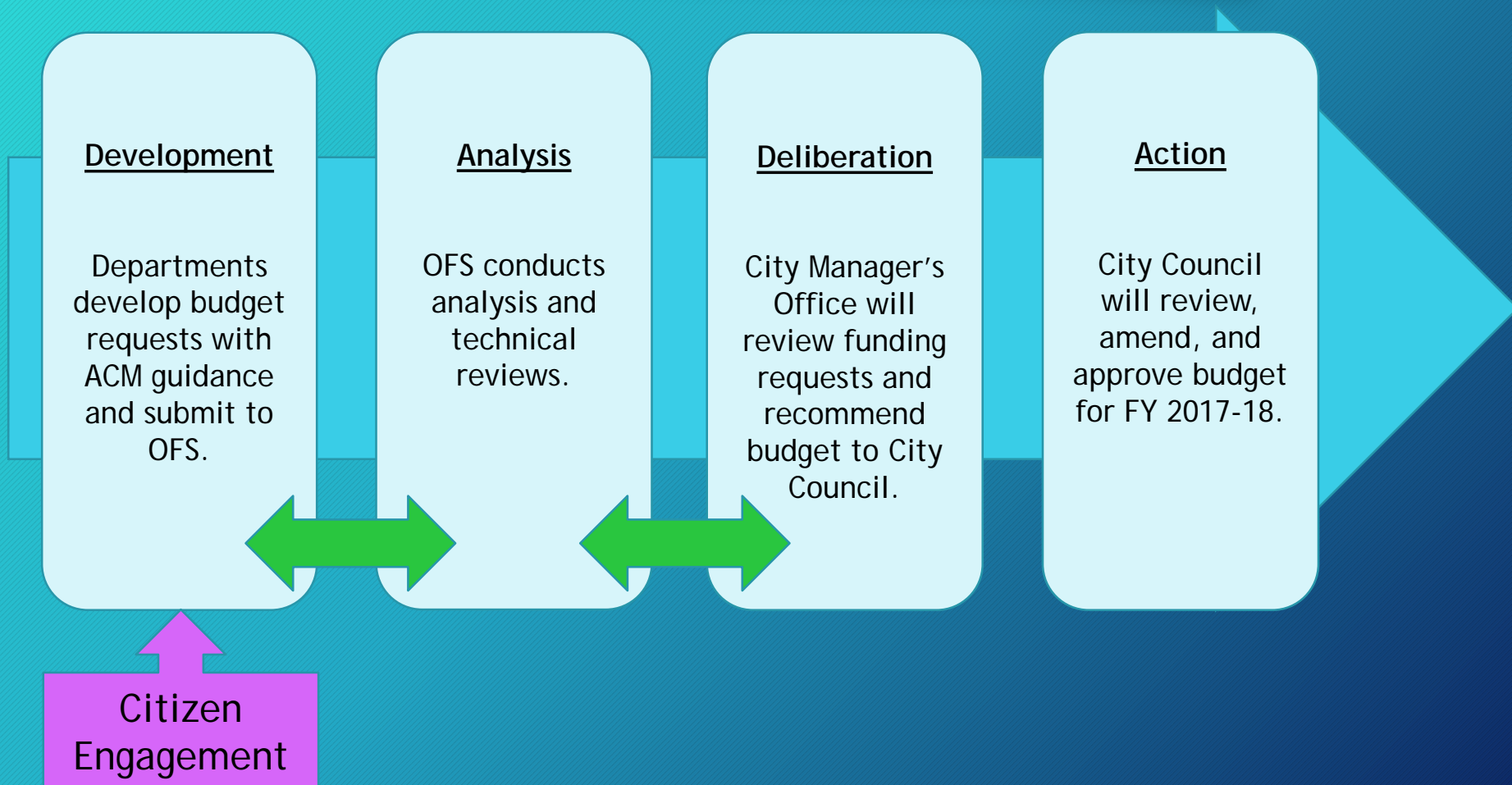
Guiding Principles

6

- Provide services and service levels that meet community needs
- Provide services equitably throughout entire city
- Link budget to performance and metrics

Budget Process

7

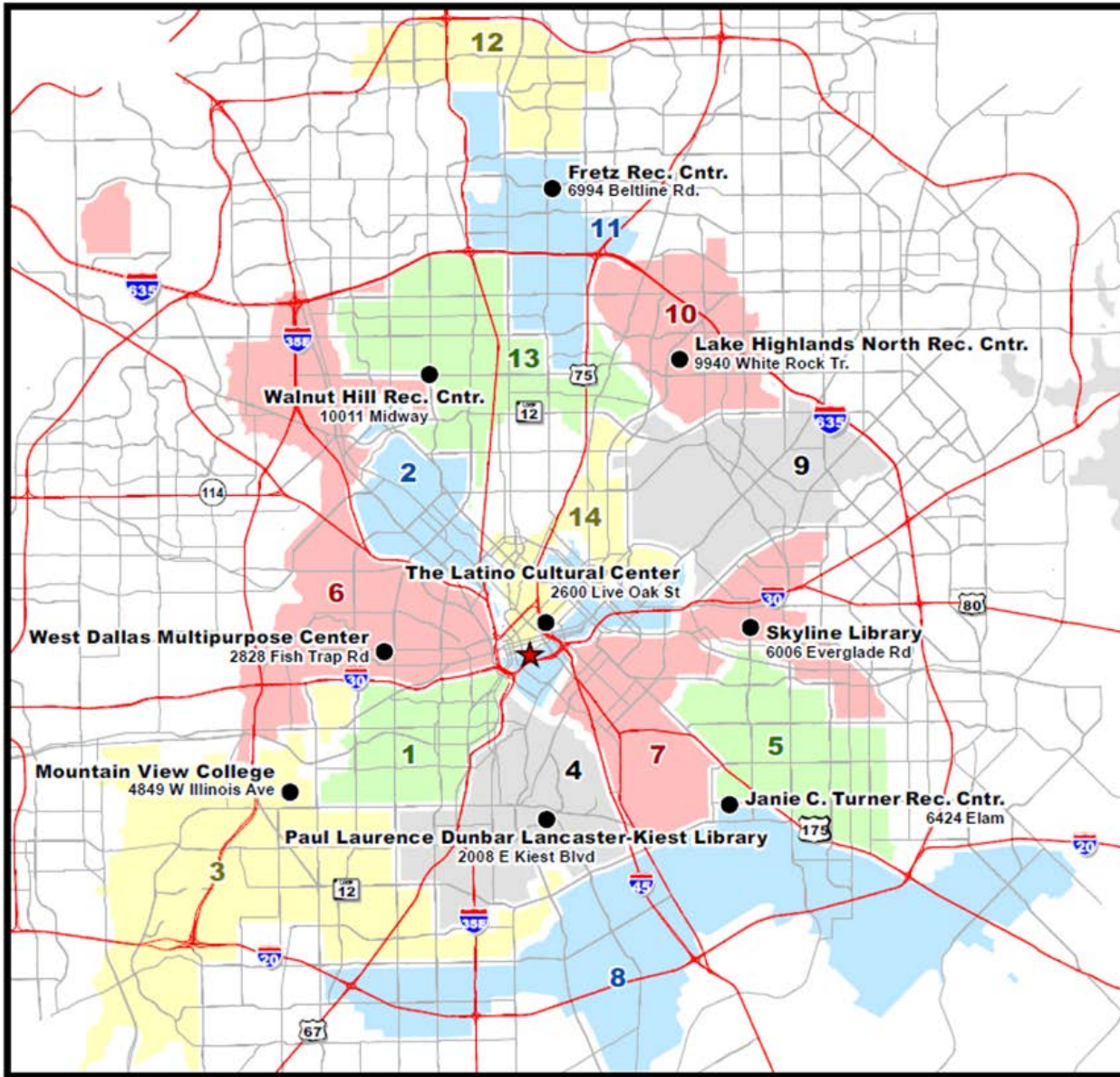


Community Engagement Meetings

8

Date	Time	Facility	Address
Saturday, March 4	11:30 am - 1:00 pm	Latino Cultural Center	2600 Live Oak, 75204
Saturday, March 4	2:00 - 3:30 pm	West Dallas Multipurpose Center	2828 Fish Trap Rd, 75212
Thursday, March 9	6:30 - 8:00 pm	Lancaster-Kiest Library	2008 E Kiest Blvd, 75216
Thursday, March 16	6:30 - 8:00 pm	Lake Highlands Recreation Center	9940 White Rock Trl, 75238
Monday, March 20	6:30 - 8:00 pm	Janie C. Turner Recreation Center	6424 Elam Rd, 75217
Tuesday, March 21	6:30 - 8:00 pm	Walnut Hill Recreation Center	10011 Midway Rd, 75229
Wednesday, March 22	6:30 - 8:00 pm	Mountainview College Rooms W181 & W183	4849 W. Illinois Ave, 75211
Thursday, March 23	6:30 - 8:00 pm	Skyline Branch Library	6006 Everglade Rd, 75227
Monday, March 27	6:30 - 8:00 pm	Fretz Recreation	6950 Belt Line Rd, 75254

FY17-18 Budget Input Meeting Locations



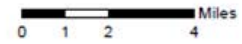
Legend

- City Hall
- Locations
- Freeway
- Major Roads
- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- District 9
- District 10
- District 11
- District 12
- District 13
- District 14



Data Source:
Roads, Council Districts - City of Dallas Enterprise GIS
Points of Interest - Park and Recreation, Dallas Library
Office of Cultural Affairs

City of Dallas GIS Map Disclaimer:
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Monday, February 06, 2017 4:08:04 PM
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Prepared By: Kevin S. Burns
Property of: City of Dallas GIS Services
For illustrative purposes only.

Next Steps

10

- Community Engagement meetings - scheduled for March 4-27 (9 meetings)
- Council planning retreat - March 28-29



Questions and Comments