

AGENDA ITEM # 3

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 8, 2017

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Water Utilities

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

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for cathodic protection system surveys and inspections for Water Utilities - Russell Corrosion Consultants, LLC, most advantageous proposer of five - Not to exceed \$162,650 - Financing: Water Utilities Current Funds (subject to annual appropriations)

BACKGROUND

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

This service contract will allow Water Utilities (DWU) to provide National Association of Corrosion Engineers certified inspection and testing of corrosion protection systems currently operating within the City's potable pipeline system. This contract will include annual inspections as well as locate and determine repair needs. Cathodic protection systems protect a wide range of metallic pipelines in various environments. The corrosion protection system works to extend the life of the existing infrastructure by protecting the internal and external steel components of water mains from corrosion. Currently DWU has approximately 29 miles of large diameter water mains protected by cathodic protection systems.

In this solicitation Business Development and Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 2.83 percent increase over comparable unit prices for services for the bid awarded in 2013.

BACKGROUND (Continued)

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

- Trinity Watershed Management (1)
- Water Utilities (2)
- 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 40 points
- Experience 30 points
- Approach 15 points
- Business Inclusion and Development Plan 15 points

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 1,376 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 vendors meet the wage floor rate of \$10.37 (for applicable service component) 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 to conduct corrosion inspections of water mains by Resolution No. 13-0800.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 6, 2017.

FISCAL INFORMATION

\$162,650.00 - Water Utilities Currents Funds (subject to annual appropriations)

M/WBE INFORMATION

344 - Vendors contacted
344 - 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

Russell Corrosion Consultants, LLC

White Male	15	White Female	3
Black Male	1	Black Female	0
Hispanic Male	2	Hispanic Female	0
Other Male	5	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BMZ1610. We opened them on July 8, 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>	<u>Amount</u>
*Russell Corrosion Consultants, LLC	7130 Minstrel Way Suite 230 Columbia, MD 21045	93.67	\$162,650.00
Allied Corrosion, Inc.	1550 Cobb Industrial Dr. Marietta, GA 30066	70.68	\$178,960.00
Dreiym Engineering PLLC	12514 Colony Hill Ln. Houston, TX 77014	61.42	\$249,411.93
Corrpro Companies, Inc.	7000 B Hollister St. Houston, TX 77040	71.72	\$329,854.70

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
Kleinfelder, Inc.	7805 Mesquite Bend Dr. Suite 100 Irving, TX 75063	67.34	\$443,500.00

OWNER

Russell Corrosion Consultants, LLC

Thomas Ziegenfuss, President
Richard Grant, Vice President
Mitch Hulet, Secretary
Ed Czekaj, Treasurer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for cathodic protection system surveys and inspections for Water Utilities - Russell Corrosion Consultants, LLC, most advantageous proposer of five - Not to exceed \$162,650 - Financing: Water Utilities Current Funds (subject to annual appropriations)

Russell Corrosion Consultants, LLC is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractors.

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	\$162,650.00	100.00%
TOTAL CONTRACT	\$162,650.00	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>
Alliance Geotechnical Group	BMDB94986Y0117	\$14,036.00	8.63%
Texoma Corrosion Services	NMMB64282N0217	\$25,000.00	15.37%
Total Minority - Non-local		\$39,036.00	24.00%

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%	\$14,036.00	8.63%
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%	\$25,000.00	15.37%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$39,036.00	24.00%

February 8, 2017

WHEREAS, on May 22, 2013, City Council authorized a three-year service contract to conduct corrosion inspections of water mains by Resolution No. 13-0800;

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 Russell Corrosion Consultants, LLC (VS0000060612) for cathodic protection system surveys and inspections for Water Utilities, for a term of three years in an amount not to exceed \$162,650.00, 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 Russell Corrosion Consultants, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Russell Corrosion Consultants, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$162,650.00 (subject to annual appropriations) from Service Contract number BMZ1610.

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

AGENDA ITEM # 4

KEY FOCUS AREA: E-Gov

AGENDA DATE: February 8, 2017

COUNCIL DISTRICT(S): All

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

CMO: Elizabeth Reich, 670-7804
Joey Zapata, 670-3009
Eric Campbell, 670-3255
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for scale repair, calibration, and maintenance services - Nicol Scales L.P. dba Nicol Scales & Measurement, single bid - Not to exceed \$371,205 - Financing: Current Funds (\$134,210), Water Utilities Current Funds (\$179,465), and Sanitation Current Funds (\$57,530) (subject to annual appropriations)

BACKGROUND

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

This service contract will allow for scale repair, calibration, and maintenance services to be used by Water Utilities, Sanitation Services, Fire-Rescue, and other City departments.

Scales at Sanitation Services locations are used to weigh trash collected by City vehicles, dropped off by residents and other municipalities. Over 1,000 vehicles are weighed at the landfill and transfer stations daily. Performance and accuracy of these scales is critical to the daily flow of waste into the landfill. The scales used by Fire-Rescue are portable and used to weigh approximately 370 pieces of equipment such as fire engines, aerial ladder trucks, ambulances, trailers and auxiliary units stationed throughout the City. Weighing these vehicles ensures proper braking and loading.

BACKGROUND (Continued)

In this solicitation, Business Development and Procurement Services required bidders to submit a response using unit pricing. This bid resulted in no change in pricing compared to the bid awarded in 2012.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 499 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 April 11, 2012, City Council authorized a three-year service contract for truck scale repair and maintenance for Sanitation Services and Fire-Rescue by Resolution No. 12-1019.

On June 10, 2015, City Council authorized the rejection of bids received for scale repair and maintenance for various City weigh stations; and the re-advertisement for new bids by Resolution No. 15-1047.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 6, 2017.

FISCAL INFORMATION

\$134,210.00 - Current Funds (subject to annual appropriations)

\$179,465.00 - Water Utilities Current Funds (subject to annual appropriations)

\$ 57,530.00 - Sanitation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

101 - Vendors contacted

101 - No response

0 - Response (Bid)

0 - Response (No Bid)

0 - Successful

M/WBE INFORMATION (Continued)

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

Nicol Scales, L.P. dba Nicol Scales & Measurement

White Male	27	White Female	1
Black Male	1	Black Female	1
Hispanic Male	3	Hispanic Female	2
Other Male	0	Other Female	0

BID INFORMATION

Business Development and Procurement Services received the following bid from solicitation number BN1631. We opened it on October 7, 2016. We recommend the City Council award this service contract in its entirety to the only bidder.

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
*Nicol Scales, L.P. dba Nicol Scales & Measurement	7239 Envoy Ct. Dallas, TX 75247	\$371,205.00

Note: A single bid review process has been conducted by Business Development and Procurement Services and no exceptions have been found.

OWNER

Nicol Scales, L.P. dba Nicol Scales & Measurement

Theodore Tobolka, President
Steve Ford, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for scale repair, calibration, and maintenance services - Nicol Scales L.P. dba Nicol Scales & Measurement, single bid - Not to exceed \$371,205 - Financing: Current Funds (\$134,210), Water Utilities Current Funds (\$179,465), and Sanitation Current Funds (\$57,530) (subject to annual appropriations)

Nicol Scales L.P dba Nicol Scales & Measurement is a 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	\$371,205.00	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$371,205.00	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 8, 2017

WHEREAS, on April 11, 2012, City Council authorized a three year service contract for truck scale repair and maintenance by Resolution No. 12-1019; and,

WHEREAS, on April 28, 2015, Administrative Action No. 15-5811 authorized an increase of funds and an extension to the service contract for six months from April 17, 2015 to October 17, 2015; and,

WHEREAS, on June 10, 2015, City Council authorized the rejection of bids received for scale repair and maintenance for various City weigh stations; and the re-advertisement for new bids by Resolution No. 15-1047; and,

WHEREAS, on October 15, 2015, Administrative Action No. 15-6893 authorized an extension to the service contract for six months from October 18, 2015 to April 17, 2016; and,

WHEREAS, on July 5, 2016, Administrative Action No. 16-6239 authorized an extension to the service contract for six months from April 18, 2016 to October 17, 2016; and,

WHEREAS, on October 31, 2016, Administrative Action No. 16-6830 authorized an extension to the service contract for six months from October 18, 2016 to April 17, 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 service contract with Nicol Scales, L.P. dba Nicol Scales & Measurement (005816) for scale repair, calibration, and maintenance services for a term of three years in an amount not to exceed \$371,205.00, 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 Nicol Scales, L.P. dba Nicol Scales & Measurement shall be based only on the amount of the services directed to be performed by the City and properly performed by Nicol Scales, L.P dba Nicol Scales & Measurement under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$371,205.00 (subject to annual appropriations) from Service Contract number BN1631.

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 8, 2017
COUNCIL DISTRICT(S): All
DEPARTMENT: Business Development & Procurement Services
Water Utilities
CMO: Elizabeth Reich, 670-7804
Mark McDaniel, 670-3256
MAPSCO: N/A

SUBJECT

Authorize a three-year service contract to provide grounds maintenance and xeriscaping for Water Utilities facilities - Good Earth Corporation in the amount of \$789,390 and Texas Blooms Organic Landscape Company in the amount of \$213,335, most advantageous proposers of two - Total not to exceed \$1,002,725 - Financing: Water Utilities Current Funds (subject to annual appropriations)

BACKGROUND

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

This service contract will provide grounds maintenance and xeriscaping for Water Utilities facilities. This service contract will furnish all mowing, trimming, edging, flower beds, mulching, and xeriscaping services. Xeriscaping is landscaping and gardening that reduces or eliminates the need for supplemental water from irrigation. It is promoted in regions that do not have easily accessible, plentiful, or reliable supplies of fresh water.

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

- Water Utilities (3)
- Mobility & Street Services (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.

BACKGROUND (Continued)

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 Development and Inclusion 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 718 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 6, 2017.

FISCAL INFORMATION

\$1,002,724.51 – Water Utilities Current Funds (subject to annual appropriations)

M/WBE INFORMATION

- 101 - Vendors contacted
- 101 - 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

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

Texas Blooms Organic Landscape Company

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

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BCZ1602. We opened them on July 15, 2016. We recommend the City Council award this service contract by group to the most advantageous proposers. Information related to this solicitation is available upon request.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Good Earth Corporation	8020 Heinen Dr. Dallas, TX 75227	Multiple Groups
*Texas Blooms Organic Landscape Company	6490 Ridgemont Dr. Dallas, TX 75214	Multiple Groups

OWNERS

Good Earth Corporation

Ron Points, President

Texas Blooms Organic Landscape Company

Patti Lancaster, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract to provide grounds maintenance and xeriscaping for Water Utilities facilities - Good Earth Corporation in the amount of \$789,390 and Texas Blooms Organic Landscape Company in the amount of \$213,335, most advantageous proposers of two - Total not to exceed \$1,002,725 - Financing: Water Utilities Current Funds (subject to annual appropriations)

Good Earth Corporation is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor. Texas Blooms Organic Landscape Company is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and propose to use their own workforce.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$814,724.51	81.25%
Total non-local contracts	\$188,000.00	18.75%
TOTAL CONTRACT	\$1,002,724.51	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>
Sun Coast Resources, Inc	WFWB63943N0117	\$188,000.00	100.00%
Total Minority - Non-local		\$188,000.00	100.00%

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%	\$188,000.00	18.75%
Total	\$0.00	0.00%	\$188,000.00	18.75%

February 8, 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 Good Earth Corporation (510006) in the amount of \$789,390.00 and Texas Blooms Organic Landscape Company (346030) in the amount of \$213,334.51 for grounds maintenance and xeriscaping for Water Utilities facilities for a term of three years in a total amount not to exceed \$1,002,724.51, 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 Good Earth Corporation and Texas Blooms Organic Landscape Company shall be based only on the amount of the services directed to be performed by the City and properly performed by Good Earth Corporation and Texas Blooms Organic Landscape Company under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$1,002,724.51 (subject to annual appropriations) from Service Contract number BCZ1602.

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 8, 2017

COUNCIL DISTRICT(S): All

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

CMO: Elizabeth Reich, 670-7804
Theresa O'Donnell, 671-9195
Joey Zapata, 670-3009
Eric Campbell, 670-3255
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for printer toner and cartridges - Barbarian USA, Inc. in the amount of \$939,682, The Office Pal, Inc. in the amount of \$206,824, Printer Components, Inc. in the amount of \$27,260, Encon Systems Ltd., Inc. in the amount of \$6,204, and Printing Supplies USA LLC in the amount of \$2,000, lowest responsible bidders of fourteen - Total not to exceed \$1,181,970 - Financing: Current Funds (\$940,024), Water Utilities Current Funds (\$173,887), Sanitation Current Funds (\$33,259), Aviation Current Funds (\$19,500), Stormwater Drainage Management Current Funds (\$7,700), and Convention and Event Services Current Funds (\$7,600)

BACKGROUND

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

This master agreement will allow for the purchase of printer toner and cartridges for various desktop printers located throughout the City. Desktop printers are essential to provide efficient customer service necessary to print documents such as payment receipts and other legal documents. Desktop printers are also used in secure and remote areas by departments such as Police and Fire-Rescue.

BACKGROUND (Continued)

Although the City has standardized its printing, fax and general scanning functions through its 626 Multi-Functional Devices (MFDs), it is still necessary to maintain a small number of desktop printers to effectively provide services in remote facilities and where staff delivers services to customers through face-to-face transactions. The current MFDs contract provides the City turn-key service to include technical and maintenance support in addition to toner supplies specific to the MFDs under contract.

The printers ensure privacy and most efficient delivery of services such as:

- Photos of suspects for identification and line ups
- Court evidence
- Search warrants
- Fire code inspection reports
- Accident investigation reports
- Logging of emergency response activities
- Notices at Water Utilities' facilities and plants
- Systems, Applications, Products (SAP) network printers
- Confidential memos and performance plans

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 1,298 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 September 12, 2012, City Council authorized a two-year master agreement for printer toners and cartridges by Resolution No. 12-2232.

On February 26, 2014, City Council authorized a three-year master agreement for printer toners and cartridges by Resolution No. 14-0367.

Information about this item will be provided to the Budget, Finance, and Audit Committee on February 6, 2017.

FISCAL INFORMATION

\$940,023.32 - Current Funds
\$173,887.00 - Water Utilities Current Funds
\$ 33,259.00 - Sanitation Current funds
\$ 19,500.00 - Aviation Current Funds
\$ 7,700.00 - Stormwater Drainage Management Current Funds
\$ 7,600.00 - Convention and Event Services Current Funds

M/WBE INFORMATION

175 - Vendors contacted
172 - No response
3 - Response (Bid)
0 - Response (No bid)
1 - 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

Barbarian USA, Inc.

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

The Office Pal, Inc.

White Male	4	White Female	5
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

Printer Components, Inc.

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

ETHNIC COMPOSITION (Continued)

Encon Systems Ltd., Inc.

White Male	8	White Female	7
Black Male	0	Black Female	1
Hispanic Male	2	Hispanic Female	2
Other Male	1	Other Female	0

Printing Supplies USA LLC

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

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BX1609. We opened them on July 8, 2016. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
*Barbarian USA, Inc.	16422 Stuebner Airline Rd. Spring, TX 77379	Multiple Groups
*The Office Pal, Inc.	1000 Airport Rd. Lakewood, NJ 08701	Multiple Groups
*Printer Components, Inc.	100 Photikon Dr. Suite #2 Fairport, NY 14450	Multiple Groups
*Encon Systems Ltd., Inc.	420 N. Town East Blvd. Sunnyvale, TX 75182	Multiple Groups
*Printing Supplies USA LLC	666 Plainsboro Rd. Suite #1237 Plainsboro, NJ 08536	Multiple Groups

BID INFORMATION (Continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
ELP Enterprises, Inc. dba MC Business Products	9346 Rosstown Way Houston, TX 77080	Multiple Groups
Enhanced Laser Products	9075 Katy Frwy. Houston, TX 77024	Multiple Groups
LD Products, Inc.	3700 Cover St. Long Beach, CA 90808	Multiple Groups
Limitless Products LLC dba Limitless Office Products	1106 Commerce Dr. Richardson, TX 75081	Multiple Groups
Netsync Network Solutions	1920 Hutton Ct. Suite #400 Farmers Branch, TX 75234	Multiple Groups
Smart Group Systems	1801 Gateway Blvd. Suite #203 Richardson, TX 75080	Multiple Groups
Ames Holding Corporation dba Hill Country Computer	791 N. Highway 77 #132 Suite 501C Waxahachie, TX 75165	Non-responsive**
The Printer Depot	10990 Petal Suite #300 Dallas, TX 75238	Non-responsive**
Tex Toners	1825 W. Walnut Hill Ln. Suite #120 Irving, TX 75038	Non-responsive**

** Ames Holding Corporation dba Hill Country Computer, The Printer Depot, and Tex Toners were deemed non-responsive due to not meeting bid specifications.

OWNERS

Barbarian USA, Inc.

Neena Chainani, President

The Office Pal, Inc.

Moses Schwartz, President

Printer Components, Inc.

Richard Fritz, President

Encon Systems Ltd., Inc.

Deborah Hovitz, President

Printing Supplies USA LLC

Luke Xu, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for printer toner and cartridges - Barbarian USA, Inc. in the amount of \$939,682, The Office Pal, Inc. in the amount of \$206,824, Printer Components, Inc. in the amount of \$27,260, Encon Systems Ltd., Inc. in the amount of \$6,204, and Printing Supplies USA LLC in the amount of \$2,000, lowest responsible bidders of fourteen - Total not to exceed \$1,181,970 - Financing: Current Funds (\$940,024), Water Utilities Current Funds (\$173,887), Sanitation Current Funds (\$33,259), Aviation Current Funds (\$19,500), Stormwater Drainage Management Current Funds (\$7,700), and Convention and Event Services Current Funds (\$7,600)

Barbarian USA, Inc. is a non-local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. The Office Pal, Inc., Printer Components, Inc., Encon Systems Ltd., Inc. and Printing Supplies USA LLC, are non-local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$1,181,969.32	100.00%
TOTAL CONTRACT	\$1,181,969.32	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>
Barbarian USA Inc	PMMB45437N1118	\$939,681.81	79.50%
Total Minority - Non-local		\$939,681.81	79.50%

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%	\$939,681.81	79.50%
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>\$939,681.81</u>	<u>79.50%</u>

February 8, 2017

WHEREAS, on September 12, 2012, City Council authorized a two-year master agreement for printer toners and cartridges by Resolution No. 12-2232; and,

WHEREAS, on February 26, 2014, City Council authorized a three-year master agreement for printer toners and cartridges by Resolution No. 14-0367;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of printer toner and cartridges is authorized with Barbarian USA, Inc. (VS0000082791) in the amount of \$939,681.81, The Office Pal, Inc. (VS0000049259) in the amount of \$206,824.00, Printer Components, Inc. (VS0000082231) in the amount of \$27,259.51, Encon Systems Ltd., Inc. (VS0000056987) in the amount of \$6,204.00, and Printing Supplies USA LLC (VS0000060337) in the amount of \$2,000.00 for a term of three years in a total amount not to exceed \$1,181,969.32.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for printer toner and cartridges. If a written contract is required or requested for any or all purchases of printer toner and cartridges 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 \$1,181.969.32 from Master Agreement number BX1609.

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.