

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **January 23, 2019 Upcoming Agenda Items - Government Performance & Financial Management Committee**

There will not be a meeting of the Government Performance & Financial Management Committee (GPFM) before the following items are considered by City Council on January 23, 2019. Therefore, we are providing the attached Agenda Items under the GPFM purview via memorandum 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: T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Carol A. Smith, City Auditor (Interim)
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
Directors and Assistant Directors



Agenda Information Sheet

File #: 19-82

Item #: 29.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Budget

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize an amendment to the 2019 City Calendar to **(1)** update the February 13, 2019 off-site City Council Agenda meeting location from To Be Determined (TBD) to Park In The Woods Recreation Center; and **(2)** correct the date for City Council Election from May 11, 2019 to May 4, 2019 - 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. Resolution No. 18-0849 requires the second Wednesday meeting each month to begin at 2:00 p.m., and for up to five meetings each year to be conducted off-site from City Hall. The City Calendar includes all City Council briefing and agenda meetings, budget briefings and workshops, City 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 Budget to all residents who request copies. The City Calendar is also available for download and syncing into calendar software on computers or mobile devices via a link on the City's website.

The 2019 City Calendar is being amended to update the February 13, 2019 off-site City Council Agenda meeting location from TBD to Park In The Woods Recreation Center, and correct the date for City Council Election from May 11, 2019 to May 4, 2019.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 24, 2018, City Council authorized the adoption of the 2019 City Calendar by Resolution No. 18-1504.

FISCAL INFORMATION

No cost consideration to the City.

January 23, 2019

WHEREAS, it is the desire of the City to improve the efficiency of our municipal operations by adopting an annual City Calendar; and

WHEREAS, the annual City Calendar should be presented to the City Council for adoption in October of each year for the upcoming calendar year; and

WHEREAS, the annual City Calendar should include all City Council briefing and agenda meetings, budget briefings and workshops, City Council Committee meetings, and City holidays; and

WHEREAS, the City Calendar should be updated periodically to incorporate any additions and/or changes in the schedule of meetings; and

WHEREAS, the City Calendar should be made available to all residents, upon request, in the Office of Budget.

Now, Therefore,

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

SECTION 1. That the Dallas City Council amends Resolution No. 18-1504, passed on October 24, 2018, to update the February 13, 2019 off-site City Council Agenda meeting location from To Be Determined (TBD) to Park In The Woods Recreation Center and correct the date for City Council Election from May 11, 2019 to May 4, 2019.

SECTION 2. That the Dallas City Council adopts the amended 2019 City Calendar per Attachment A.

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.

February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	5	6 Council Briefing 9 a.m.	7	8	9
10	11 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSIS	12	13 Off-Site Council Agenda 2 p.m. site-to- Be-Determined (TBD) Park In The Woods Recreation Center	14	15	16
17	18 Council Committee Meetings Canceled Presidents' Day – City Holiday	19	20 Council Briefing Meeting Canceled	21	22	23
24	25 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSIS	26	27 Council Agenda 9 a.m.	Council Retreat 28		

OOLAC: Quality of Life, Arts, and Culture

PSCJ: Public Safety and Criminal Justice

MSIS: Mobility Solutions, Infrastructure, and Sustainability

Council Agenda meetings are conducted in Council Chambers. Council Briefings and Council Committee meetings are conducted in Room 6ES.
For board and commission meeting dates, please visit <https://galilascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.

EDH: Economic Development and Housing

HSN: Human and Social Needs

GPFM: Government Performance and Financial Management

May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m. Budget Workshop	2	3	4 Council Election
5 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	6	7	8 Off-Site Council Agenda 2 p.m. at Kleberg-Rylie Recreation Center Budget Public Hearing	9	10	11
12 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSJS	13	14	15 Council Briefing 9 a.m.	16	17	18 Council Election
19 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	20	21	22 Council Agenda 9 a.m.	23	24	25
26 Council Committee Meetings Canceled Memorial Day – City Holiday	27	28	29 Fifth Wednesday – No City Council Meeting	30	31	

OOLAC: Quality of Life, Arts, and Culture
 PSCJ: Public Safety and Criminal Justice
 MSIS: Mobility Solutions, Infrastructure, and Sustainability
 EDH: Economic Development and Housing
 HSN: Human and Social Needs
 GPFM: Government Performance and Financial Management

Council Agenda meetings are conducted in Council Chambers. Council Briefings and Council Committee meetings are conducted in Room 6ES.
 For board and commission meeting dates, please visit <https://galilascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.



Agenda Information Sheet

File #: 18-1289

Item #: 31.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): 8

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a service contract for the refurbishment of a bio-filter unit for the Water Utilities Department - Evelyn E. Okunoghae dba Preceptor Pad, lowest responsible bidder of two - Not to exceed \$169,379.56 - Financing: Dallas Water Utilities Fund (subject to appropriations)

BACKGROUND

This service contract will provide for the refurbishment of a bio-filter unit for the Water Utilities Department. The bio-filter organic materials and labor for repairs will be used for a cell unit located at the Southside Wastewater Treatment Plant. Accumulating gases from the Gravity Belt Thickener Facility passes through the organic bio material which scrubs the malodorous air before being released to the atmosphere. The current filtering materials are near the end of its useful life and requires replacing. Services rendered under this contract will provide minor repairs to the cell unit's lining, replacement of current sprinkler system, replacement of operating gear for the butterfly valve, and replacement of organic material for filtering. There are three cells at the Southside Wastewater Treatment Plant, two cells have been re-furbished under a separate contract awarded in 2015. The activities established by this contract will ensure that the City continues to meet the regulatory standards set by The Texas Commission on Environmental Quality.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,355 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 10, 2015, City Council authorized the purchase of bio-filter organic materials with MTR Enviro-Construction, Inc.; and a service contract for liner repair services at the Southside Wastewater Treatment Plant with Archer Western Construction, LLC by Resolution No. 15-2053.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Dallas Water Utilities Fund - \$169,379.56 (subject to appropriations)

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$169,379.56	Other Services	23.80%	25.00%	\$42,344.89
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BM1812. We opened them on June 1, 2018. We recommend the City Council award this service contract in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Evelyn E. Okunoghae dba Preceptor Pad	9448 Forest Lane Suite #1401 Dallas, TX 75243	\$169,379.56
Starmulti Services	2015 Aster Trail Forney, TX 75126	\$201,970.37

OWNER

Evelyn E. Okunoghae dba Preceptor Pad

Evelyn E. Okunoghae, President
Baba R. Davis, Vice President
Briana Lara, Secretary
Pearl Layo, Treasurer

January 23, 2019

WHEREAS, on November 10, 2015, City Council authorized the purchase of bio-filter organic materials with MTR Enviro-Construction, Inc.; and a service contract for liner repair services at the Southside Wastewater Treatment Plant with Archer Western Construction, LLC by Resolution No. 15-2053.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service contract with Evelyn E. Okunoghae dba Preceptor Pad (VS91633), approved as to form by the City Attorney, for the refurbishment of a bio-filter unit for the Water Utilities Department, in an amount not to exceed \$169,379.56. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Evelyn E. Okunoghae dba Preceptor Pad shall be based only on the amount of the services directed to be performed by the City and properly performed by Evelyn E. Okunoghae dba Preceptor Pad under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$169,379.56 (subject to appropriations) to Evelyn E. Okunoghae dba Preceptor Pad from Service Contract No. DWU-2019-00008533.

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 Information Sheet

File #: 19-61

Item #: 32.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year professional consulting contract for program compliance and training for the Housing and Neighborhood Revitalization Department - TDA Consulting, Inc., most advantageous prosper of two - Not to exceed \$1,481,484.21 - Financing: Community Development Block Grant Funds (subject to annual appropriations)

BACKGROUND

This professional consulting contact will provide for program compliance and training for the Housing and Neighborhood Revitalization Department. The intent of this is to provide hands on support in identifying and eliminating compliance gaps, creating and implementing internal controls, and offering ongoing support to sustain changes made to the Housing and Neighborhood Revitalization Department programs.

In the past two years the Housing and Neighborhood Revitalization Department received 12 audits, monitoring, and reviews that generated more than 30 findings on recordkeeping, underwriting, program compliance, and Housing and Urban Development (HUD) reporting. Some findings resulted in financial repayments from the City's general funds and forfeited federal grant dollars. Staff have spent countless hours working to resolve these findings, but many of the factors that led to the findings are still prevalent today. From internal controls, to knowledge gaps, to the reports to HUD, the Housing and Neighborhood Revitalization Department continues to operate in an environment that generates compliances concerns.

TDA Consulting, Inc. specializes in fixing compliance issues that the City is experiencing with its federal grants.

In Year 1 of the contact, TDA Consulting, Inc. will provide the following:

- Embed two staff to manage HUD reporting and compliance oversight
- Train current and new Housing and Neighborhood Revitalization Department staff in federal grant rules

- Develop housing policies and procedures to align with the Comprehensive Housing Policy
- Develop internal controls to support coordination across the Housing Divisions
- Assess Community Housing Development Organization (CHDO) performance and develop technical assistance plans to address deficiencies

In Years 2 and 3, TDA Consulting, Inc. will focus its services on providing:

- On-call and remote technical assistance to support problem-solving activities with federal grants
- On-site quarterly trainings to further develop City staff and CHDO knowledge of federal grants as it relates to Housing Programs

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

- Housing & Neighborhood Revitalization (2)
- Office of Economic Development (1)
- Department of Planning & Urban Design (1)
- Office of Homeless Solutions (1)
- Office of Procurement Services (1)*
- Office of Business Diversity (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated 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 points
- Capability/experience 25 points
- Functional/technical 15 points
- Overall approach 15 points
- Business Inclusion Development 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,108 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$11.15; the selected vendor meets this requirement

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Economic Development & Housing Committee will receive this item on January 7, 2019.

FISCAL INFORMATION

Community Development Block Grant Funds - \$1,481,484.21 (subject to annual appropriations)

FY 2018-19 \$470,000.00

FY 2019-20 \$433,493.00

FY 2020-21 \$433,493.00

FY 2021-22 \$144,498.21

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$1,481,484.21	Other Services	23.80%	70.23%	\$1,040,484.21
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
---	---

The Office of Procurement Services received the following proposals from solicitation number BPZ1902. We opened them on October 9, 2018. We recommend the City Council award this professional consulting contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*TDA Consulting, Inc.	17 Caleb Cr. San Antonio, TX 78258	81.74	\$1,481,484.21
Allied SCSS	P.O. Box 151488 Dallas, TX 75315	60.80	\$1,093,400.00

OWNER**TDA Consulting, Inc.**

Dionne L Roberts, President

January 23, 2019

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

SECTION 1. That the City Manager is hereby authorized to execute a professional consulting contract with TDA Consulting, Inc. (VC17187), approved as to form by the City Attorney, for program compliance consulting services and training for Housing and Neighborhood Revitalization Department for a term of three years, in an amount not to exceed \$1,481,484.21. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to TDA Consulting, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by TDA Consulting, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in accordance with this resolution in an amount not to exceed \$1,481,484.21 (subject to annual appropriations) to TDA Consulting, Inc. from Professional Consulting Contract No. HOU-2019-00009040.

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Code</u>	<u>Encumbrance</u>	<u>Amount</u>
CD18	HOU	808C	3070	HOU-2019-00009040	\$470,000.00
CD19	HOU	TBD	3070	HOU-2019-00009040	\$433,493.00
CD20	HOU	TBD	3070	HOU-2019-00009040	\$433,493.00
CD21	HOU	TBD	3070	HOU-2019-00009040	\$144,498.21

SECTION 3. That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the contract, until such time as the contract documents are duly approved by all parties and executed.

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



Agenda Information Sheet

File #: 18-1388

Item #: 33.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service contract for maintenance and support for service request and work order management software for the Department of Dallas Animal Services - HLP, Inc., sole source - Not to exceed \$137,760.00 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This contract will provide continuous software maintenance and support, for the existing service request and work order management software, which is utilized by the Department of Dallas Animal Services. The software is used for shelter management, field operations, and veterinary record-keeping.

The Department of Dallas Animal Services receives over 50,000 animal related calls annually. This software allows field operation personnel to respond and manage calls placed by residents. Field operation personnel can upload service requests notes directly into the software. Additionally, the Department of Dallas Animal Services' veterinarians use the software to record and manage records related to animals that are housed at the animal shelter.

Some examples of key benefits of this system include but not limited to:

- Allows field officers to work from mobile devices such as a tablet or smart phone
- Veterinarian staff to electronically store records
- Provide software upgrades to ensure industry standard processes

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$11.15; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$137,760.00 (subject to annual appropriations)

- FY 2018-19 - \$26,400.00
- FY 2019-20 - \$27,840.00
- FY 2020-21 - \$27,840.00
- FY 2021-22 - \$27,840.00
- FY 2022-23 - \$27,840.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$137,760.00	Other Services	N/A	N/A	N/A
<ul style="list-style-type: none"> • M/WBE Goal Waived • HLP, Inc. is providing a five-year service contract for maintenance and support for service request and work order management software and is the sole source provider. No sub-contracting opportunities are available. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

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

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
HLP, Inc.	9888 West Belleview Avenue Littleton, CO 80123	\$137,760.00

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

OWNER

HLP, Inc.

Sean Smith, Chief Executive Officer

January 23, 2019

WHEREAS, on June 27, 2013, Administrative Action No. 13-5968 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support from August 2013 to August 2014 for the Department of Code Compliance, in an amount not to exceed \$33,723.15; and

WHEREAS, on October 2, 2014, Administrative Action No. 14-6735 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support from October 1, 2014 to September 30, 2015 for the Department of Code Compliance, in an amount not to exceed \$30,850.00; and

WHEREAS, on December 16, 2014, Administrative Action No. 14-7247 authorized Supplemental Agreement No. 1 to the service contract with HLP, Inc. for professional service to add interface application between the Citizen Request Management System and Chameleon software, in an amount not to exceed \$16,920.00; and

WHEREAS, on September 29, 2015, Administrative Action No. 15-6752 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees, and the annual maintenance and support, in an amount not to exceed \$33,090.00; and

WHEREAS, on November 29, 2015, Administrative Action No. 15-7429 authorized a five-month service contract with HLP, Inc for software training services from November 20, 2015 to April 30, 2016, in an amount not to exceed \$3,600.00; and

WHEREAS, on October 6, 2016, Administrative Action No. 16-6719 authorized a one-year service contract with HLP, Inc for web licensing, web transaction fees and the annual maintenance and support, in an amount not to exceed \$36,090.00; and

WHEREAS, on September 12, 2017, Administrative Action No. 17-6598 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support, in an amount not to exceed \$25,920.00; and

WHEREAS, on April 27, 2018, Administrative Action No. 18-5720 authorized a one-year service contract with HLP, Inc. for interface application between the Citizen Request Management System and Chameleon software, in an amount not to exceed \$23,880.00; and

WHEREAS, on October 29, 2018, Administrative Action No. 18-6689 authorized Supplemental Agreement No. 1 to extend the term of the agreement with HLP, Inc. for licensing, software maintenance and support services from October 1, 2018 to December 31, 2018, in an amount not to exceed \$6,240.00, from \$25,920.00 to \$32,160.00; and

January 23, 2019

WHEREAS, on December 6, 2018, Administrative Action No. 18-6887 authorized Supplemental Agreement No. 1 to the service contract with HLP, Inc. to add development fees for the interface between the Citizen Request Management System, in an amount not to exceed \$9,000.00; and

WHEREAS, on December 20, 2018, Administrative Action No. 18-6972 authorized Supplemental Agreement No. 2 to extend the term of the agreement with HLP, Inc. for licensing and software maintenance and support services from January 1, 2019 to March 31, 2019, in an amount not to exceed \$6,240.00, from \$32,160.00 to \$38,400.00.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service contract with HLP, Inc. (500744), approved as to form by the City Attorney, for maintenance and support for service request and work order management software for the Department of Dallas Animal Services for a term of five years, in an amount not to exceed \$137,760.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to HLP, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by HLP, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$137,760.00 (subject to annual appropriations) to HLP, Inc. from Service Contract No. DSV-2019-00008231.

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 Information Sheet

File #: 18-1134

Item #: 34.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for the maintenance and repair of electrical switchgears - National Switchgear Systems North Texas, Inc. dba National Field Services, lowest responsible bidder of two - Estimated amount of \$5,161,513.00 - Financing: General Fund (\$904,000.00), Dallas Water Utilities Fund (\$3,054,680.00), Stormwater Drainage Management Fund (\$797,433.00), and Aviation Fund (\$405,400.00)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services and goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement. We anticipate the following City departments will use this agreement:

- Department of Aviation
- Building Services Department
- Water Utilities Department

This service agreement will provide for the inspection, diagnostic testing, preventive maintenance, repair services, and purchase of electrical switchgears for various City departments. Electrical switchgears are used to operate motors and other various electrical equipment while safely controlling large currents, power levels, and establishing communication between motor and operation equipment for power distribution. The services provided will also assist the City with continued compliance with the Texas Commission on Environmental Quality, Environmental Protection Agency, and the United States Army Corps of Engineers.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,629 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 13, 2014, City Council authorized a three-year service contract for the inspection, diagnostic testing, preventative maintenance, repair services and purchase of electric switchgear systems with National Switchgear Systems North Texas, Inc. dba National Field Services by Resolution No. 14-1207.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$904,000.00
 Dallas Water Utilities Fund - \$3,054,680.00
 Stormwater Drainage Management Fund - \$797,433.00
 Aviation Fund - \$405,400.00

Fund	FY 2019-20	FY 2020-21	FY 2021-22
General Fund	\$301,332.00	\$301,332.00	\$301,336.00
Dallas Water Utilities Fund	\$1,018,229.00	\$1,018,227.00	\$1,018,224.00
Stormwater Drainage Management Fund	\$265,811.00	\$265,811.00	\$265,811.00
Aviation Fund	\$135,133.33	\$135,133.33	\$135,133.34
Total	\$1,720,505.33	\$1,720,503.33	\$1,720,504.34

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$5,161,513.00	Other Services	23.80%	20.00%	\$1,032,302.60
<ul style="list-style-type: none"> This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BI1805. We opened them on September 21, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*National Switchgear Systems North Texas, Inc. dba National Field Services	10575 Vista Park Road Dallas, TX 75238	\$5,161,513.00
Shermco Industries, Inc.	2425 East Pioneer Drive Irving, TX 75061	\$6,136,161.25

OWNER

National Switchgear Systems North Texas, Inc. dba National Field Services

Doug Powell, President
Robert Koren, Vice President
Charles Petty, Treasurer

January 23, 2019

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with National Switchgear Systems North Texas, Inc. dba National Field Services (500721), approved as to form by the City Attorney, for the maintenance and repair of electrical switchgears for a term of three years, in the estimated amount of \$5,161,513.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to National Switchgear Systems North Texas, Inc. dba National Field Services shall be based only on the amount of the services directed to be performed by the City and properly performed by National Switchgear Systems North Texas, Inc. dba National Field Services under the contract. The amount payable pursuant to this service price agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this service price agreement during its term.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$5,161,513.00, but not more than the amount of budgetary appropriations for this service price agreement during its term to National Switchgear Systems North Texas, Inc. dba National Field Services from Service Contract No. POM-2018-00008147.

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 Information Sheet

File #: 18-1359

Item #: 35.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for grounds maintenance for medians, rights-of-way, vacant lots, and residential properties - Good Earth Corporation in an estimated amount of \$10,983,415.00, The Ashelyn Group, LLC in an estimated amount of \$290,000.00, and Tremaine Hall, Individually dba Stellar Execucare Cleaning in an estimated amount of \$5,700.00, lowest responsible bidders of six - Total estimated amount of \$11,279,115.00 - Financing: General Fund (\$10,803,635.00), Sanitation Services Fund (\$290,000.00), Dallas Water Utilities Fund (\$155,480.00), and Data Services Fund (\$30,000.00)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement. We anticipate the following City departments will use this agreement:

- Department of Code Compliance
- Department of Communication and Information Services
- Department of Public Works
- Department of Sanitation Services
- Water Utilities Department

This service price agreement will provide for grounds maintenance for medians, rights-of-way, vacant lots, and residential properties. This agreement will be utilized for grounds maintenance for approximately 1,700 City acres and a portion of Texas Department of Transportation (TxDOT) property including highway medians, planters, bridges/overpasses, parkways, side medians, triangles, islands, interchange islands, rights-of-way, shoulders, and other TxDOT properties within the Dallas city limits. The Department of Public Works will administer, inspect, and manage the Median Maintenance and Mowing contract.

This service price agreement also provides for year-round maintenance for approximately 750 City owned properties on a consistent schedule until the properties are removed from City ownership. This agreement also allows for the mowing of vacant lots and residential properties where a seizure warrant or signed consent form has been obtained. If a residential property is serviced under this contract, the property owner will be billed for the cost of the service. During peak growing season an estimated 1,500 to 2,000 private properties will be serviced. The Department of Code Compliance staff monitors work of the contractor on a daily basis.

This contract will include all labor, materials, and equipment necessary to provide complete and continuous maintenance such as:

- Trees
- Shrubs
- Ground coverings
- Mowing
- Litter removal
- Disposal
- Line trimming
- Blade edging
- Pruning
- Manual watering
- Herbicide treatments

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,311 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94, the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 17, 2015, City Council authorized a three-year service contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties by Resolution 15-1131.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$10,803,635.00 (Estimated amount)
 Sanitation Services Fund - \$290,000.00 (Estimated amount)
 Dallas Water Utilities Fund - \$155,480.00 (Estimated amount)
 Data Services Fund - \$30,000.00 (Estimated amount)

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$2,213,842.00	\$3,200,018.00	\$5,389,775.00
Sanitation Services Fund	\$96,666.00	\$96,666.00	\$96,668.00
Dallas Water Utilities Fund	\$51,826.66	\$51,826.67	\$51,826.67
Data Services Fund	\$10,000.00	\$10,000.00	\$10,000.00
Total	\$2,372,334.66	\$3,358,510.67	\$5,548,269.66

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$11,279,115.00	Other Services	23.80%	10.35%	\$1,167,841.50
• This contract does not meet the M/WBE goal, but complies with good faith efforts.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BI1810. We opened them on July 12, 2018. We recommend the City Council award this service price agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Good Earth Corporation	7922 Forney Rd. Dallas, TX 75227	Multiple Groups

*The Ashelyn Group, LLC	615 E. Abrams St. Suite D Arlington, TX 76010	Multiple Groups
*Tremaine Hall, Individually dba Stellar Execucare Cleaning	6523 Autumn Woods Tr. Dallas, TX 75232	Multiple Groups
T. Smith's Lawn Service LLC	3315 Daniieldale Rd. Lancaster, TX 75146	Multiple Groups
Cross Plus Construction, LLC	7700 N. Hwy. 6 Waco, TX 76712	Multiple Groups
Evans Mobile Detailing	9399 Wade Blvd. #4304 Frisco, TX 75035	Multiple Groups

OWNERS

Good Earth Corporation

Ron Points, President
George Belk, Vice President
Emily Points, Secretary and Treasurer

The Ashelyn Group, LLC

Vanessa Halsey, President
Donald Harkless, Vice President
Paula Scruggs, Secretary
Bijan Halsey, Treasurer

Tremaine Hall, Individually dba Stellar Execucare Cleaning

Tremaine Hall, President

January 23, 2019

WHEREAS, on June 17, 2015, City Council authorized a three- year service contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties with Good Earth Corporation in the amount of \$8,410,020.00 and T. Smith's Lawn Service in the amount of \$1,664,175.00, by Resolution No. 15-1131; and

WHEREAS, on August 9, 2018, Administrative Action No. 18-6459 authorized to extend the service contract for contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties with Good Earth Corporation from September 2, 2018 to March 1, 2019.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Good Earth Corporation (510006) in the estimated amount of \$10,983,415.00, The Ashelyn Group, LLC (VS92756) in the estimated amount of \$290,000.00, and Tremaine Hall, Individually dba Stellar Execucare Cleaning (VC16814) in the estimated amount of \$5,700.00, approved as to form by the City Attorney, for grounds maintenance for medians, rights-of-way, vacant lots and residential properties for a term of three years in a total estimated amount of \$11,279,115.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning shall be based only on the amount of the services directed to be performed by the City and properly performed by Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning under the contract. The amount payable pursuant to this service price agreement may exceed the estimated amount, but may not exceed the amount of the budgetary appropriations for this service price agreement during its term.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$11,279,115.00, but not more than the amount of budgetary appropriations for this service price agreement during its term to Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning from Service Contract No. POM-2018-00008148.

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 Information Sheet

File #: 18-1429

Item #: 36.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for citywide window washing - Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad in the amount of \$589,245.00, D&A Building Services, Inc. in the amount of \$90,095.00, City Wide Building Services in the amount of \$36,680.00, and Members Building Maintenance, LLC in the amount of \$21,600.00, lowest responsible bidders of five - Total not to exceed \$737,620.00 - Financing: General Fund (\$200,250.00) and Aviation Fund (\$537,370.00)

BACKGROUND

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

This service price agreement provides window washing services at various locations throughout the City. The agreement includes the removal of dirt, debris, water scale, mineral scale, and other accumulations (bird hits, bird droppings, tape and tape residue, tar, etc.) from window surfaces. This agreement includes but is not limited to services at the following locations:

- City Hall
- Love Field Terminal
- Morton H. Meyerson Symphony Center
- Majestic Theatre
- Dallas City Performance Hall
- Jack Evans Police Headquarters
- Fire-Rescue Training and Maintenance Center
- Central Library
- Municipal Complex
- Oak Cliff Municipal Center
- Moody Performance Hall
- Cedar Crest Golf Course

Environmentally preferred cleaning products, certified by Green Seal, are included in the contract. Green Seal meets the U.S. Environmental Protection Agency's criteria for third-party certifiers of environmentally preferred products.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,623 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 13, 2014, City Council authorized a three-year service contract for window washing services with D&A Building Services, Inc., Northcoast Window Cleaning LLC, Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, and City Wide Building Services, Inc. by Resolution No. 14-1205.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$200,250.00
 Aviation Fund - \$537,370.00

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$65,947.33	\$67,151.33	\$67,151.34
Aviation Fund	\$179,123.33	\$179,123.33	\$179,123.34
Total	\$245,070.66	\$246,274.66	\$246,274.68

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$737,620.00	Other Services	23.80%	34.16%	\$251,935.31
• This contract exceeds the M/WBE goal.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BR1803. We opened them on August 23, 2018. We recommend the City Council award this bid 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</u>
*Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad	3060-142 nd Ave. NE Hamland, MN 55304	Multiple Groups
*D&A Building Services, Inc.	13637 N. Central Expwy. Dallas, TX 75243	Multiple Groups
*City Wide Building Services	425 W. Mockingbird Ln. Dallas, TX 75247	Multiple Groups
*Members Building Maintenance, LLC	11363 Denton Dr. #127 Dallas, TX 75229	Multiple Groups
Rising Star Diversified Resources, Inc.	4308 Bryan St. Dallas, TX 75204	Multiple Groups

OWNERS

Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad

Jack Ruegsegge, President

D&A Building Services, Inc.

Antonio Sarabasa, President

City Wide Building Services

Greg Ambrosia, President

Gilbert Lee, Secretary

Yadira Robles, Treasurer

Members Building Maintenance, LLC

Odes H. Kim, President

Harvey Burger, Vice President

January 23, 2019

WHEREAS, on August 13, 2014, City Council authorized a three-year service contract for window washing services with D&A Building Services, Inc. in the amount of \$197,515.00, Northcoast Window Cleaning LLC in the amount of \$82,320.00, Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad in the amount of \$3,250.00, and City Wide Building Services, Inc. in the amount of \$2,552.00, total amount not to exceed \$285,637.00, by Resolution No. 14-1205.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad (VC0000013192) in the amount of \$589,245.00, D&A Building Services, Inc. (VS0000034094) in the amount of \$90,095.00, City Wide Building Services (VS0000018467) in the amount of \$36,680.00, and Member's Building Maintenance, LLC (243814) in the amount of \$21,600.00, approved as to form by the City Attorney, for citywide window washing for a term of three years, in a total amount not to exceed \$737,620.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$737,620.00 to Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC from Service Price Agreement No. POM-2019-00008813.

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 Information Sheet

File #: 18-1443

Item #: 37.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for vehicle and equipment collision appraisal services for the Equipment and Fleet Management Department - Choice TPA, LLC, lowest responsible bidder of four - Not to exceed \$310,875.00 - Financing: Equipment and Fleet Management Fund

BACKGROUND

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

This service price agreement will provide for vehicle and equipment collision appraisal services for the Equipment and Fleet Management (EFM) Department. Under this agreement, the vendor will provide certified insurance appraisers to evaluate a vehicle that has experienced body damage. These evaluations assist EFM in determining the necessary parts, labor, and cost for repairs. EFM evaluates the appraisal and determines whether to move forward with the repairs or if cost of the repair exceeds the value of the vehicle. The appraiser's responsibilities are, but not limited to the following:

- Examine damaged vehicle to determine extent of structural, body, mechanical, electrical, or interior damage
- Provide detailed estimates of repairs within 24 hours of notification including parts discounts, materials, and labor
- Based on the National Automobile Dealers Association, provide the value of vehicle to determine total loss
- Re-inspect supplemental charges by repair facility and provide the City with a copy of additional charges when required
- Provide digital photos to document and identify vehicle
- Serve as an expert to provide testimony in trial as it applies to the work performed should it be required
- Re-inspect vehicle after repair to ensure required repairs were completed properly

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 3,786 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 10, 2014, City Council authorized a three-year service contract for vehicle and equipment collision appraisal services with All-Pro Collision Center, LLC by Resolution No. 14-2085.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Equipment and Fleet Management Fund - \$310,875.00

FY 2018-19 \$103,625.00

FY 2019-20 \$103,625.00

FY 2020-21 \$103,625.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$310,875.00	Other Services	23.80%	50.00%	\$155,437.50
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BN1817. We opened them on August 17, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Choice TPA, LLC	223 E. Greenbriar Ln. Dallas, TX 75203	\$310,875.00
All-Pro Collision Center, LLC	920 S. Buckner Blvd. Dallas, TX 75217	\$338,000.00
Click Appraisal Service, LLC	1027 Sherman Dr. Cedar Hill, TX 75104	\$434,450.00
TTA Appraisal, Inc.	26359 Jefferson Ave. Suite F Murrieta, CA 92562	\$955,000.00

OWNER

Choice TPA, LLC

President, Ashley Hawkins

January 23, 2019

WHEREAS, on December 10, 2014, City Council authorized a three-year service contract for vehicle and equipment collision appraisal services with All-Pro Collision Center, LLC, in the amount of \$312,000.00, by Resolution No. 14-2085.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Choice TPA, LLC (VS99460), approved as to form by the City Attorney, for vehicle and equipment collision appraisal services for the Equipment and Fleet Management Department for a term of three years, in an amount not to exceed \$310,875.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Choice TPA, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Choice TPA, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$310,875.00 to Choice TPA, LLC from Service Price Agreement No. EFM-2019-00008447.

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 Information Sheet

File #: 19-36

Item #: 38.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for air blower, compressor, and dryer repair services citywide - Lone Star Blower, Inc. in the amount of \$1,591,465.00, FCX Performance, Inc. dba Pierce Pump Co. in the amount of \$721,257.50, and August Industries, Inc. in the amount of \$39,338.00, most advantageous proposers of three - Total not to exceed \$2,352,060.50 - Financing: Equipment and Fleet Management Fund (\$9,062.50), Dallas Water Utilities Fund (\$2,215,423.00), Convention and Event Services Fund (\$124,575.00), and Aviation Fund (\$3,000.00)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis. We anticipate the following departments will use this agreement:

- Water Utilities Department
- Department of Convention and Event Services
- Equipment and Fleet Management Department
- Department of Aviation

This service price agreement provides for air blower, compressor, and dryer repair services citywide. The awarded vendors are required to maintain air blowers, compressors, and dryers to manufacturer's specifications. Trained professionals perform on-site inspections, analysis, and testing as needed in order to ensure the reliable and efficient operation of this equipment. Further, upon request the contract also provides alignments and fabrication of parts.

The equipment being maintained is used to produce oxygen, operate valves and air tools, and reduce moisture in tanks and piping. The oxygen produced is used to maintain an acceptable atmosphere level for organic-consuming bacteria during the water treatment process.

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

- Department of Convention and Event Services (2)
- Equipment and Fleet Management Department (1)
- Water Utilities Department (2)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity evaluated the Business Inclusion and Development Plan.

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

- Cost 35 points
- Experience 29 points
- Approach 18 points
- Business Inclusion and Development Plan 18 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 814 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Equipment and Fleet Management Fund - \$9,062.50
Dallas Water Utilities Fund - \$2,215,423.00
Convention and Event Services Fund - \$124,575.00
Aviation Fund - \$3,000.00

Fund	FY 2018-2019	FY 2019-2020	FY 2020-2021
Equipment and Fleet Management Fund	\$3,020.84	\$3,020.83	\$3,020.83
Dallas Water Utilities Fund	\$738,474.36	\$738,474.33	\$738,474.31
Convention and Event Services Fund	\$41,525.00	\$41,525.00	\$41,525.00
Aviation Fund	\$1,000.00	\$1,000.00	\$1,000.00
Total	\$784,020.20	\$784,020.16	\$784,020.14

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$2,352,060.50	Other Services	23.80%	1.53%	\$36,062.87
• This contract does not meet the M/WBE goal, but complies with good faith efforts				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Proposal	<ul style="list-style-type: none"> • Utilized for professional, personal, revenue, and planning services • Recommended offeror is the responsible offeror whose proposal most closely meets established criteria for the services advertised, based on demonstrated competence and qualifications at a fair and reasonable price • Always involves the evaluation by committee • Allows for negotiation on contract terms, including price
----------------------	--

The Office of Procurement Services received the following proposals from solicitation number BMZ1802. We opened them on April 26, 2018. We recommend the City Council award this service price 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>
*Lone Star Blower, Inc.	8883 W. Monroe Rd. Houston, TX 77061	Multiple Groups
*FCX Performance, Inc. dba Pierce Pump Co.	9010 W. John Carpenter Frwy. Dallas, TX 75247	Multiple Groups
*August Industries, Inc.	2811 Eisenhower St. Carrollton, TX 75007	Multiple Groups

OWNERS

Lone Star Blower, Inc.

Andrew Balberg, President
James Cook, Vice President
Jacqueline Champagne, Treasurer

FCX Performance, Inc. dba Pierce Pump Co.

Tom Cox, President

August Industries, Inc.

Porter Stiles, President

January 23, 2019

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Lone Star Blower, Inc. (VS87744) in the amount of \$1,591,465.00, FCX Performance, Inc. dba Pierce Pump Co. (VC14294) in the amount of \$721,257.50, and August Industries, Inc. (343094) in the amount of \$39,338.00, approved as to form by the City Attorney, for air blower, compressor, and dryer repair services citywide for a term of three years in a total amount not to exceed \$2,352,060.50. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,352,060.50 to Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. from Service Price Agreement No POM-2019-00008600.

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 Information Sheet

File #: 19-43

Item #: 39.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for citywide on-site replacement of window glass and glass repairs - Peruna Glass, Inc. dba Glass Doctor of North Texas, lowest responsible bidder of three - Not to exceed \$538,701.35 - Financing: General Fund (\$475,367.15), Convention and Event Services Fund (\$36,212.50), Dallas Water Utilities Fund (\$21,348.50), and Aviation Fund (\$5,773.20)

BACKGROUND

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

This service price agreement will provide for citywide on-site replacement of window glass and glass repairs. Glass breakage is commonly caused by vandalism or weather related incidents. There are various types, thickness, and tints of glass available such as:

- Tempered
- Laminate
- Plate
- Mirror

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 4,939 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 13, 2016, City Council authorized a three-year service contract for window glass replacement services citywide with Peruna Glass, Inc. dba Glass Doctor of North Texas by Resolution No. 16-0517.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$475,367.15
 Convention and Event Services Fund - \$36,212.50
 Dallas Water Utilities Fund- \$21,348.50
 Aviation Fund - \$5,773.20

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$158,455.72	\$158,455.71	\$158,455.72
Convention and Event Services Fund	\$12,070.83	\$12,070.83	\$12,070.84
Dallas Water Utilities Fund	\$7,117.50	\$7,115.50	\$7,115.50
Aviation Fund	\$1,773.20	\$2,000.00	\$2,000.00
Total	\$179,417.25	\$179,642.04	\$179,642.06

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$538,701.35	Other Services	23.80%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BR1801. We opened them on April 12, 2018. We recommend the City Council award this price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Peruna Glass, Inc. dba Glass Doctor of North Texas	2001 Midway Rd. Carrollton, TX 75006	\$538,701.35
Metroplex Glass LLC.	1705 E. Collins Blvd. Richardson, TX 75081	\$908,811.00
Stafford Juneau Holdings, Inc. dba B.J. Glass Company	579 County Rd. 4106 Crandall, TX 75114	\$571,740.27

OWNER

Peruna Glass, Inc. dba Glass Doctor of North Texas

Larry Patterson, President

January 23, 2019

WHEREAS, on April 13, 2016, City Council authorized a three-year service contract for window glass replacement services citywide with Peruna Glass, Inc. dba Glass Doctor of North Texas, in an amount not to exceed \$603,487.50, by Resolution No. 16-0517.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Peruna Glass, Inc. dba Glass Doctor of North Texas (517192), approved as to form by the City Attorney, for citywide on-site replacement of window glass and glass repairs for a term of three years, in an amount not to exceed \$538,701.35. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Peruna Glass, Inc. dba Glass Doctor of North Texas shall be based only on the amount of the services directed to be performed by the City and properly performed by Peruna Glass, Inc. dba Glass Doctor of North Texas under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$538,701.35 to Peruna Glass, Inc. dba Glass Doctor of North Texas from Service Price Agreement No. POM-2019-00008611.

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 Information Sheet

File #: 19-54

Item #: 40.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a one-year agreement for excess workers' compensation insurance through an intergovernmental agreement with the Texas Municipal League Intergovernmental Risk Pool, and subject to approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool effective February 1, 2019 through January 31, 2020 - Not to exceed \$800,000.00 - Financing: Workers' Compensation Fund

BACKGROUND

This agreement will provide for one-year of excess workers' compensation insurance.

Excess workers' compensation insurance limits the City's financial exposure on employee injury claims. This insurance provides coverage for catastrophic employee injury claims that exceed an established threshold. The City purchases excess workers' compensation insurance for compensable claims that exceed an established threshold. The policy will provide benefits such as disability, death, medical, etc. to employees that have suffered an injury or illness during the course and scope of their job. The City will pay the first \$1.5 million for each injury.

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

TMLIRP is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

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

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

On February 10, 2016, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool by Resolution No. 16-0264.

On January 25, 2017, City Council authorized the first of two one-year renewal options to the Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of the Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2017 through January 31, 2018, by Resolution No. 17-0174.

On January 10, 2018, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2018 through January 31, 2019, by Resolution No. 18-0097.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Workers' Compensation Fund - \$800,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$800,000.00	Intergovernmental Agreement	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Intergovernmental Agreements. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Interlocal Agreement/Intergovernmental Agreement	<ul style="list-style-type: none">• Interlocal Agreements/Intergovernmental Agreements allow the City to take advantage of competitively bid contracts by a State agency or local government and enable the City to purchase goods or services at lower prices• Interlocal Agreements/Intergovernmental Agreements are an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
--	---

OWNER

Texas Municipal League Intergovernmental Risk Pool

Bennett Sandlin, Executive Director

January 23, 2019

WHEREAS, on January 22, 2014, City Council authorized the first of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance effective February 1, 2014 through January 31, 2015, by Resolution No. 14-0246; and

WHEREAS, on January 28, 2015, City Council authorized the second of two, one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance effective February 1, 2015 through January 31, 2016, by Resolution No. 15-0161; and

WHEREAS, on February 10, 2016, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool by Resolution No. 16-0264; and

WHEREAS, on January 25, 2017, City Council authorized the first of two one-year renewal options to the Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of the Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2017 through January 31, 2018, by Resolution No. 17-0174; and

WHEREAS, on January 10, 2018, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2018 through January 31, 2019, by Resolution No. 18-0097.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool (VS0000075750), approved as to form by the City Attorney, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool effective February 1, 2019 through January 31, 2020, in an amount not to exceed \$800,000.00.

January 23, 2019

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$800,000.00 from Workers' Compensation Fund, Fund 0189, Department ORM, Unit 3801, Object 3310, Encumbrance/Contract No. CX-ORM-2019-00008922, in accordance with the agreement between the City of Dallas and Texas Municipal League Intergovernmental Risk Pool.

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 Information Sheet

File #: 19-57

Item #: 41.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the second of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services for the Office of the City Auditor - Estimated Total Net Revenue: \$172,350.00 (see Fiscal Information)

BACKGROUND

This professional services contract will continue to provide the City with franchise fee compliance and recovery services for electric, natural gas, cable/video service, and/or certificated telephone providers. This contract will also continue to allow the contractor to conduct review and recovery services to assist the City with the detection, documentation, and correction of errors and omissions related to franchise fees for electric, natural gas, cable/video service, and/or certificated telephone providers.

The City will pay the contractor a 25 percent contingency fee based on the revenue received from the correction of detected and documented franchisee reporting errors; contingency fees are a result of the contractor's work, and apply to all franchise fees, penalties, and interest collected from the maximum examination period allowable from the franchisee.

The contingency fee also applies, for a period of 24 months, to revenues received after the contract period for deficiencies identified by the contractor during the contract period. The City will not pay any fee to the contractor until monies recovered for the City have been received from the franchisee.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 26, 2014, City Council authorized a three-year professional services contract, with three two-year renewal options, for franchise fee compliance and recovery services with MuniServices, LLC by Resolution No. 14-0365.

On January 25, 2017, City Council authorized the first of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services by Resolution 17-0175.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Estimated Total Net Revenue: \$172,350.00

Estimated Total Expense: \$43,087.50

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$172,350.00	Revenue	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to Revenue contracts.				

OWNER

MuniServices, LLC

Paul Colangelo, President

Doug Jensen, Vice President

January 23, 2019

WHEREAS, on February 26, 2014, City Council authorized a three-year professional services contract, with three two-year renewal options, for franchise fee compliance and recovery services with MuniServices, LLC, in an estimated net revenue amount of \$1,262,675.00, by Resolution No. 14-0365; and

WHEREAS, on January 25, 2017, City Council authorized the first of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services in an estimated total net revenue amount of \$2,067,389.00, by Resolution 17-0175.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute the second of three, two-year renewal options, to the professional services contract with MuniServices, LLC (VS0000054917), approved as to form by the City Attorney, for franchise fee compliance and recovery services for the Office of the City Auditor for an estimated total net revenue of \$172,350.00. If the service was bid or proposed on an as needed, unit price basis for the performance of specified tasks, payment to MuniServices, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by MuniServices, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to receive and deposit all revenues received from the franchisees, as follows:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Revenue Code</u>
0001	BMS	1246	8203
0001	BMS	1246	8204
0001	BMS	1246	8205
0001	BMS	1246	8207
0001	BMS	1246	8208
0001	BMS	1246	8214
0001	BMS	1246	8220
0001	BMS	1246	8222
0001	BMS	1246	8223
0560	BMS	6395	8476

January 23, 2019

SECTION 3. That the City will pay the contractor a 25 percent contingency fee based on the franchise fee revenue received from the correction of detected and documented franchisee reporting errors. That the Chief Financial Officer is hereby authorized to disburse fees from the following appropriation:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Object code</u>
0001	BMS	1991	3099 (subject to appropriations)

SECTION 4. That this contract is designated as Contract No. POM-2016-00001435.

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.



Agenda Information Sheet

File #: 19-84

Item #: 42.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for the purchase of waste and recycling collection roll carts for the Department of Sanitation Services with Toter, LLC through the National Intergovernmental Purchasing Alliance Company cooperative agreement - Estimated amount of \$4,500,000.00 - Financing: Sanitation Services Fund

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 according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spend under this agreement.

This master agreement will provide waste and recycling collection roll carts for resident use throughout the City. Approximately 93,000 waste and recycling collection roll carts covered by this master agreement will be utilized in growth areas of the City as well as replacements for broken or stolen roll carts. Roll carts come in three sizes (48, 64 and 96-gallons) and are gray (residential waste) and blue and black (recycle waste) in color. The City collects an estimated 233,000 tons of refuse and 55,000 tons of recycling from residential customers annually.

The National Intergovernmental Purchasing Alliance Company (NIPA) cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 10, 2016, City Council authorized a three-year master agreement for waste and recycling collection roll carts with Toter, LLC by Resolution No. 16-0268.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Sanitation Services Fund - \$4,500,000.00 (Estimated amount)

FY 2018-19 \$1,500,000.00

FY 2019-20 \$1,500,000.00

FY 2020-21 \$1,500,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$4,500,000.00	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none"> Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
------------------------	--

OWNER

Toter, LLC

Henry Retamal, Division President

Jim Pickett, Vice President

January 23, 2019

WHEREAS, on February 10, 2016, City Council authorized a three-year master agreement for waste and recycling collection roll carts with Toter, LLC, in an amount not to exceed \$3,683,408.00, by Resolution No. 16-0268.

Now, Therefore,

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

SECTION 1. That a master agreement for the purchase of waste and recycling collection roll carts for the Department of Sanitation Services is authorized with Toter, LLC (333498) through the National Intergovernmental Purchasing Alliance Company cooperative agreement, approved as to form by the City Attorney, for a term of three years in an estimated amount of \$4,500,000.00. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

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

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$4,500,000.00 but not more than the amount of budgetary appropriations for this master agreement during its term to Toter, LLC from Master Agreement Contract No. SAN-2019-00009028.

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



Agenda Information Sheet

File #: 18-1417

Item #: 43.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year master agreement for the purchase of protective clothing and equipment for field personnel citywide - Safety Supply, Inc. in an estimated amount of \$1,964,918.78, Fisher Scientific Company LLC in an estimated amount of \$693,603.47, Ritz Safety LLC in an estimated amount of \$577,248.62, Saf-T-Glove, Inc. in an estimated amount of \$429,299.67, MSC Industrial Supply in an estimated amount of \$364,977.86, Mavich LLC in an estimated amount of \$341,769.25, Safeware, Inc. in an estimated amount of \$327,855.53, and M.A.N.S. Distributors, Inc. in an estimated amount of \$2,238.71, lowest responsible bidders of ten - Total estimated amount of \$4,701,911.89 - Financing: General Fund (\$2,606,971.66), Dallas Water Utilities Fund (\$1,734,104.87), Sanitation Services Fund (\$120,608.59), Stormwater Drainage Management Fund (\$114,893.87), Aviation Fund (\$44,968.09), Equipment and Fleet Management Fund (\$35,099.59), Convention and Event Services Fund (\$23,284.90), Building Inspection Fund (\$14,299.06), and 2018 -19 Community Development Block Grant Funds (\$7,681.26)

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 according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide protective clothing and equipment for field personnel citywide. Protective clothing and equipment is an essential part of conducting daily operations for field staff who depend on their safety equipment to work effectively while protecting their body from the elements of their work environment. This master agreement will make available the proper clothing and safety equipment to all City staff that require such to perform their daily duties.

Examples of personal safety protection equipment and clothing on this agreement include but are not limited to the following:

- Hand protection
- Respiratory protection
- Back support and climbing gear
- Eyewear and ear protection
- Hard hats
- Safety vests
- Coveralls
- Rainwear
- Police gas masks
- Knee pads

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 8,262 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$2,606,971.66 (Estimated amount)
 Dallas Water Utilities Fund - \$1,734,104.87 (Estimated amount)
 Sanitation Services Fund - \$120,608.59 (Estimated amount)
 Stormwater Drainage Management Fund - \$114,893.87 (Estimated amount)
 Aviation Fund - \$44,968.09 (Estimated amount)
 Equipment and Fleet Maintenance Fund - \$35,099.59 (Estimated amount)
 Convention and Event Services Fund - \$23,284.90 (Estimated amount)
 Building Inspection Fund - \$14,299.06 (Estimated amount)
 2018-19 Community Development Block Grant Funds - \$7,681.26

Fund	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total
General Fund	\$380,893.31	\$386,405.62	\$611,021.25	\$611,117.79	\$617,533.69	\$2,606,971.66
Dallas Water Utilities Fund	\$342,780.07	\$343,296.12	\$347,454.76	\$349,373.89	\$351,200.03	\$1,734,104.87
Sanitation Services Fund	\$22,797.37	\$23,673.07	\$24,274.20	\$24,802.58	\$25,061.37	\$120,608.59
Stormwater Drainage Management Fund	\$22,432.38	\$22,510.85	\$23,245.14	\$23,299.25	\$23,406.25	\$114,893.87
Aviation Fund	\$4,968.09	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$44,968.09
Convention and Event Services Fund	\$5,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$4,284.90	\$23,284.90

Building Inspection	\$4,886.84	\$2,279.74	\$2,339.59	\$2,376.70	\$2,416.19	\$14,299.06
Equipment and Fleet Management Fund	\$11,699.86	\$11,699.87	\$11,699.86			\$35,099.59
2018-19 Community Development Block Grant Funds	\$1,509.30	\$1,518.10	\$1,542.46	\$1,545.89	\$1,565.51	\$7,681.26
Total	\$796,967.22	\$805,383.37	\$1,036,577.26	\$1,027,516.10	\$1,035,467.94	\$4,701,911.89

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$4,701,911.89	Goods	18.00%	7.32%	\$344,007.96
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
---------	--

The Office of Procurement Services received the following bids from solicitation number BL1802. We opened them on June 29, 2018. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Safety Supply, Inc.	11827 Tech Com #114 San Antonio, TX 78233	Multiple Groups
*Fisher Scientific Company LLC	300 Industry Drive Pittsburgh, PA 15275	Multiple Groups
*Ritz Safety LLC	2631 Freewood Drive Dallas, TX 75220	Multiple Groups
*Saf-T-Glove, Inc.	1001 Avenue R Grand Prairie, TX 75050	Multiple Groups

*MSC Industrial Supply	15600 Trinity Boulevard Fort Worth, TX 76155	Multiple Groups
*Mavich LLC	525 Commerce Street South Lake, TX 76092	Multiple Groups
*Safeware, Inc.	4403 Forbes Boulevard Lanham, MD 20706	Multiple Groups
*M.A.N.S. Distributors, Inc.	3120 Kellway Drive #108 Carrollton, TX 75006	Multiple Groups
Telecom Electric Supply	1304 Capital Avenue Plano, TX 75074	Multiple Groups
GSD Operations	519 Rondel Road League City, TX 77573	Non-responsive**

**GSD Operations was deemed non-responsive due to not meeting the specifications.

OWNERS

Safety Supply, Inc.

Garrett Wacaser, President
Kenneth Wacaser, Vice President
Horace Wacaser, Secretary

Fisher Scientific Company LLC

Gregory Herrema, President
Robert J Forte, Vice President
John Sabo, Secretary

Ritz Safety LLC

Ken Fisher, President
Chris Kimmet, Vice President

Saf-T-Glove, Inc.

Keith Sutherlin, President
Russell Stockman, Vice President

MSC Industrial Supply

Erik Gershwind, President
Dave Wright, Vice President

Steve Armstrong, Secretary
Rustom Jilla, Treasurer

Mavich LLC

Michelle Manfredini, President

Safeware, Inc.

Edward A. Simons, President
Keith Hyatt, Vice President

M.A.N.S. Distributors, Inc.

Suresh Kara, President
Purnima Kara, Chief Executive Officer

January 23, 2019

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

SECTION 1. That a master agreement for the purchase of protective clothing and equipment for field personnel citywide is authorized with Safety Supply, Inc. (138114) in an estimated amount of \$1,964,918.78, Fisher Scientific Company LLC (029953) in an estimated amount of \$693,603.47, Ritz Safety LLC (VS91671) in an estimated amount of \$577,248.62, Saf-T-Glove, Inc. (001377) in an estimated amount of \$429,299.67, MSC Industrial Supply (150516) in an estimated amount of \$364,977.86, Mavich LLC (VS88952) in an estimated amount of \$341,769.25, Safeware, Inc. (VC14210) in an estimated amount of \$327,855.53, and M.A.N.S. Distributors, Inc. (331904) in an estimated amount of \$2,238.71, approved as to form by the City Attorney, for a term of five years in a total estimated amount of \$4,701,911.89. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for protective clothing and equipment for field personnel citywide. If a written contract is required or requested for any or all purchases of protective clothing and equipment for field personnel citywide under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$4,701,911.89, but not more than the amount of budgetary appropriations for this master agreement during its term to Safety Supply, Inc., Fisher Scientific Company LLC, Ritz Safety LLC, Saf-T-Glove, Inc., MSC Industrial Supply, Mavich LLC, Safeware, Inc., and M.A.N.S. Distributors, Inc. from Master Agreement Contract No. POM-2019-00008550.

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



Agenda Information Sheet

File #: 19-58

Item #: 44.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize an increase to the master agreement for the purchase of bedding plants, trees, and seed for citywide use with SRH Trees, Inc. in the amount of \$306,718.00, from \$1,226,872.00 to \$1,533,590.00, Justin Seed Company, Inc. in the amount of \$48,470.00, from \$193,880.00 to \$242,350.00, and Southwest Wholesale Nursery in the amount of \$35,888.00, from \$143,552.00 to \$179,440.00 - Total not to exceed \$391,076.00, from \$1,564,304.00 to \$1,955,380.00 - Financing: General Fund (\$145,538.00), Reforestation Fund (\$170,538.00), and Stormwater Drainage Management Fund (\$75,000.00)

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 increase to the master agreement will continue to allow for the purchase of a large variety of bedding plants, trees, and seed for use on City properties and for City-sponsored programs such as Branch Out Dallas, the Reforestation Program, and Cool Schools. Bedding plants and trees purchased under this master agreement will be used for the beautification of the City's public parks, open spaces, lakes, ponds, medians, golf courses, and City's rights-of-way. Plants will be purchased in season and on an as-needed basis.

Seeds will be used to establish or replace areas where maintenance and repairs have been performed on the City's rights-of-way, creeks, channels, and the Dallas floodway system, including levee/sump side repairs, curb, gutter, sidewalk replacement, and on roadside drainage areas. Additionally, seeds will be used on the City's five golf courses, Fair Park, Cotton Bowl, and park facilities throughout the City.

The Reforestation Fund was created to manage donated funds under the tree mitigation ordinance for protected trees removed within the City. This fund is intended to motivate developers to preserve as many protected trees as possible and assess fines by caliper inch for those they destroy. The Reforestation Fund is used by the Department of Sustainable Development and Construction to purchase trees and vegetation for replanting on public property.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 22, 2015, City Council authorized a three-year master agreement for the purchase of bedding plants, trees and seed with SRH Trees, Inc., Justin Seed Company, Inc. and Southwest Nursery and Supply, LP dba Southwest Wholesale Nursery by Resolution No. 15-0748.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$145,538.00
Reforestation Fund - \$170,538.00
Stormwater Drainage Management Fund - \$75,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$391,076.00	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. • Increase in Master Agreement - 0.00% Overall M/WBE participation 				

OWNERS

SRH Trees, Inc.

Tyler Hawkins, President

Justin Seed Company, Inc.

Edward Tally III, President

Southwest Wholesale Nursery

Steve Taber, President

January 23, 2019

WHEREAS, on April 22, 2015, City Council authorized a three-year master agreement for the purchase of bedding plants, trees and seed with SRH Trees, Inc. in the amount of \$1,226,872.00, Justin Seed Company, Inc. in the amount of \$193,880.00, and Southwest Nursery and Supply, LP dba Southwest Wholesale Nursery in the amount of \$143,552.00, by Resolution No. 15-0748; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5108 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with Southwest Wholesale Nursery and Supply, LP from April 21, 2018 to April 20, 2019; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5109 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with Justin Seed Company, Inc. from April 21, 2018 to April 20, 2019; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5113 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with SRH Trees, Inc. from April 21, 2018 to April 20, 2019.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to increase the master agreement, approved as to form by the City Attorney, for the purchase of bedding plants, trees, and seed with SRH Trees, Inc. (VS86340) in the amount of \$306,718.00, from \$1,226,872.00 to \$1,533,590.00 Justin Seed Company, Inc. (006691) in the amount of \$48,470.00, from \$193,880.00 to \$242,350.00, and Southwest Wholesale Nursery (039273) in the amount of \$35,888.00, from 143,552.00 to \$179,440.00, in a total amount not to exceed \$391,076.00, increasing the master agreement from \$1,564,304.00 to \$1,955,380.00.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$391,076.00 to SRH Trees, Inc., Justin Seed Company, Inc., and Southwest Wholesale Nursery from Master Agreement No. BF1410.

SECTION 3. That this contract is designated as Contract No. POM-2018-00004853.

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.