

Memorandum



CITY OF DALLAS

DATE November 16, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **November 28, 2018 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 November 28, 2018. 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 (I)
Carol A. Smith, City Auditor (I)
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 #: 18-1212

Item #: 48.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a one-year service price agreement for commercial wireless communication services and equipment with Cellco Partnership dba Verizon Wireless and its related entities through the Department of Information Resources cooperative agreement - Not to exceed \$4,375,769.40 - Financing: Various Funds (see Fiscal Information)

BACKGROUND

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

This service price agreement provides firm pricing for citywide commercial wireless communication services and related equipment for a specific term, which are ordered on an as needed basis.

The service allows for wireless cell phone and data communication use which increases mobility and collaboration between departments. Additionally, this contract allows for the purchase of mobility services that can be used in smart devices, such as cradle point, laptop, or mobile tablets. This service price agreement is utilized mainly by Public Safety departments during day-to-day and emergency operations. Other City departments that require devices such as laptops, tablets, and other mobile wireless devices also utilize this agreement to deliver timely and efficient services while in the field. Additionally, this agreement allows for wireless cell phone use which increases mobility and collaboration between departments and residents.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 22, 2012, City Council authorized a four-year service contract, with two one-year renewal options, for commercial wireless communication services and equipment for public safety and other City departments with Cellco Partnership dba Verizon Wireless and its Related Entities through the Department of Information Resources, State of Texas Cooperative contract by Resolutions No. 12-2077.

On August 24, 2016, City Council authorized supplemental agreement no. 1 to exercise the first one-year renewal option to the service contract for commercial wireless communication services and equipment with Cellco Partnership dba Verizon Wireless and its Related Entities through the Department of Information Resources, State of Texas by Resolution No. 16-1310.

On August 23, 2017, City Council authorized Supplemental Agreement No. 2 to exercise the second one-year renewal option to the service contract with Cellco Partnership dba Verizon Wireless and its related entities through the Department of Information Resources, State of Texas Cooperative for commercial wireless communication services and equipment by Resolution No. 17-1269.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Funding allocation will be determined based on an assessment of department needs. See Attachment A for historic billing from current contract.

Various Funds - \$4,375,769.40

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 \$
\$4,375,769.40	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
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OWNER

Cellco Partnership dba Verizon Wireless

Ronan Dunne, Executive Vice President

Christine Baron, Senior Vice President of Enterprise Sales

Departments	Sum of Total Charges
ATMS	\$976.50
Aviation	\$91,694.30
Business Development (Procurement)	\$10,681.06
City Attorney	\$28,330.68
City Controller's Office	\$1,393.93
City Manager's Office	\$3,972.69
City Secretary's Office	\$1,509.95
Civil Service	\$965.62
Code Compliance/Animal Svcs	\$293,304.86
Communication & Development Svcs	\$121,174.58
Convention & Event Svcs	\$20,274.37
Courts & Detention	\$26,096.84
CPE	\$2,597.12
Dallas Fire/Rescue	\$310,426.09
Dallas Police Department	\$804,749.87
Dallas Water Utility	\$52,985.99
Equipment & Building Svcs	\$62,534.58
Fair Housing	\$2,058.16
Housing/WIC	\$31,704.20
Human Resources	\$2,822.00
Library	\$6,156.08
Mayor/City Council	\$11,211.46
OEQ	\$723.48
Office of Cultural Affairs	\$2,706.71
Office of Economic Development	\$15,952.65
Office of Emergency Management	\$8,896.36
Office of Financial Svcs	\$4,002.04
Office of Risk Management	\$3,606.35
Parks and Rec	\$67,422.74
Planning & Neighborhood Vitality	\$6,250.52
Public Information Office	\$8,938.27
Public Works & Transit	\$21,405.88
Sanitation	\$3,083.24
Strategic Customer Service	\$3,681.10
Streets Svcs	\$82,506.68
Sustainable Development	\$66,472.26
Traffic	\$139,455.15
Trinity Water Management	\$11,787.33
Unknown	\$1,552.55

Grand Total	\$2,336,064.24
Jul-18	\$368,834.05
Aug-18	\$278,034.29
Sep-18	\$265,917.82

Total Charges (As of October 1st, 2018)	\$3,248,850.40
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November 28, 2018

WHEREAS, on August 22, 2012, City Council authorized a four-year service contract, with two one-year renewal options, for commercial wireless communication services and equipment for public safety and other City departments with Cellco Partnership dba Verizon Wireless and its Related Entities through the Department of Information Resources, State of Texas Cooperative contract in the amount of \$9,953,000.00, by Resolution No. 12-2077; and

WHEREAS, on August 24, 2016, City Council authorized supplemental agreement no. 1 to exercise the first one-year renewal option of the service contract for commercial wireless communication services and equipment with Cellco Partnership dba Verizon Wireless and its Related Entities through the Department of Information Resources, State of Texas Cooperative in an amount of \$3,432,429.00, from \$9,953,000.00 to \$13,385,429.00, by Resolution No. 16-1310; and

WHEREAS, on August 23, 2017, City Council authorized Supplemental Agreement No. 2 to exercise the second one-year renewal option to the service contract with Cellco Partnership dba Verizon Wireless and its related entities through the Department of Information Resources, State of Texas Cooperative for commercial wireless communication services and equipment in an amount of \$3,596,410.00, from \$13,385,429.00 to \$16,981,839.00, by Resolution No. 17-1269; and

WHEREAS, on September 7, 2018, Administrative Action No. 18-6461 authorized Supplemental Agreement No. 3 to extend the term of the agreement with Cellco Partnership dba Verizon Wireless for commercial wireless communication services and equipment to be used by various departments through December 31, 2018.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a service contract with Cellco Partnership dba Verizon Wireless and its related entities (VS92349) through the Department of Information Resources cooperative agreement, approved as to form by the City Attorney, for commercial wireless communication services and equipment for a term of one year, in an amount not to exceed \$4,375,769.40. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Cellco Partnership dba Verizon Wireless and its related entities shall be based only on the amount of the services directed to be performed by the City and properly performed by Cellco Partnership dba Verizon Wireless and its related entities under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$4,375,769.40 to Cellco Partnership dba Verizon Wireless and its related entities from Service Contract No. DSV-2018-00008534.

November 28, 2018

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 #: 18-1111

Item #: 49.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize **(1)** rescinding the three-year service price agreement with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on August 8, 2018, by Resolution No. 18-1046, for analytical laboratory testing services; and **(2)** a three-year service price agreement for analytical laboratory testing services - Pace Analytical Services, LLC, second lowest responsible bidder of four - Not to exceed \$5,381,524.38 - Financing: Equipment and Fleet Management (\$485.00), Dallas Water Utilities Fund (\$4,938,504.18), Stormwater Drainage Management Fund (\$331,866.70), Sanitation Services Fund (\$110,668.50)

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 City departments will use this agreement:

- Water Utilities Department
- Department of Sanitation Services
- Equipment and Fleet Management

This item rescinds the contract awarded to Technical Testing International, LLC dba TTI Environmental Laboratories on August 8, 2018, by Resolution No. 18-1046 and awards to the second lowest bidder for analytical laboratory testing services. The contract requires the awarded laboratory to be accredited by the State of Texas under the Texas Laboratory Accreditation Program for the term of the agreement; on September 1, 2018, the City was notified by the Texas Commission on Environmental Quality that Technical Testing International, LLC dba TTI Environmental Laboratories was no longer accredited. This service price agreement will continue to allow City departments to utilize certified, independent laboratories to conduct analytical laboratory testing services. The contractor will analyze samples for compliance with state and federal regulations including The Clean Water Act, Safe Drinking Water Act, Clean Air Act, Comprehensive Environmental Response, Compensation and Liability Act, Resource Conservation and Recovery Act, and Solid Waste Disposal

Act.

The analytical services will be used to support stormwater monitoring, illicit discharge investigations, enforcement investigations, hazardous and non-hazardous waste management, industrial waste monitoring, publicly owned treatment works influent and effluent monitoring, enforcement investigations, drinking water and soil testing and other water/wastewater testing for the City. The independent laboratories under this contract will be required to perform mandated Environmental Protection Agency analysis in situations where the City of Dallas laboratories lack the proper equipment, lab instrumentation, and resources to perform the needed tasks.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 11, 2013, City Council authorized a three-year service contract for analytical laboratory testing services with Technical Testing International, LLC dba TTI Environmental Laboratories, B&A Laboratories, Inc. dba Xenco Laboratories and Environmental Science Corporation dba ENVISCI, Inc. by Resolution No. 13-2048.

On October 26, 2016, City Council authorized rescinding the service contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory services; and a service contract for analytical laboratory testing services through December 10, 2017 with Pace Analytical Services, Inc. by Resolution No. 16-1723.

On August 8, 2018, City Council authorized a three-year service price agreement for analytical laboratory testing services with Technical Testing International, LLC dba TTI Environmental Laboratories and Ana-Lab Corporation by Resolution No. 18-1046.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Equipment and Fleet Management - \$485.00
 Dallas Water Utilities Fund - \$4,938,504.18
 Stormwater Drainage Management Fund - \$331,866.70
 Sanitation Services Fund - \$110,668.50

Fund	FY 2018-19	FY 2019-20	FY 2020-21
Equipment and Fleet Management	\$161.67	\$161.67	\$161.66
Dallas Water Utilities Fund	\$1,040,060.95	\$1,949,221.11	\$1,949,222.12
Stormwater Drainage Management Fund	\$70,250.00	\$130,808.35	\$130,808.35
Sanitation Services Fund	\$36,889.50	\$36,889.50	\$36,889.50

Total	\$1,147,362.12	\$2,117,080.63	\$2,117,081.63
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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 \$
\$5,381,524.38	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. • DHL Analytical would be the only M/WBE sub that would be able to provide scope of work, but they cannot perform either of the 2 tests that the specifications are asking for. 				

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
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The Office of Procurement Services received the following bids from solicitation number BP1702. We opened them on September 1, 2017. We recommend the City Council rescind award of this service price agreement and award to the second lowest responsive and responsible bidder.

*Denotes successful bidder

**Denotes rescinded

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Pace Analytical Services, LLC	400 W. Bethany Road Suite #190 Allen, TX 75013	\$5,381,524.38
**Technical Testing International, LLC dba TTI Environmental Laboratories	800 106th Street Arlington, TX 76011	\$4,985,725.00
B&A Laboratories, Inc. dba Xenco Laboratories	9701 Harry Hines Boulevard Dallas, TX 75220	\$5,700,647.00

Ana-Lab Corporation	2600 Dudley Road Kilgore, TX 75662	\$9,546,026.00
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OWNER

Pace Analytical Services, LLC

Steve Vanderboom, President
Greg Whitman, Vice President
Mike Fuller, Secretary
Michael Prasch, Treasurer

November 28, 2018

WHEREAS, on December 11, 2013, City Council authorized a three-year service contract for analytical laboratory testing services with Technical Testing International, LLC dba TTI Environmental Laboratories in the amount of \$2,216,649.00, B&A Laboratories, Inc. dba Xenco Laboratories in the amount of \$948,898.00 and Environmental Science Corporation dba ENVISCI, Inc. in the amount of \$19,625.00, by Resolution No. 13-2048; and

WHEREAS, on October 26, 2016, City Council authorized rescinding the service contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory services; and a service contract for analytical laboratory testing services through December 10, 2017 with Pace Analytical Services, Inc., in an amount not to exceed \$948,210.69, by Resolution No. 16-1723; and

WHEREAS, on August 8, 2018, City Council authorized a three-year service price agreement for analytical laboratory testing services with Technical Testing International, LLC dba TTI Environmental Laboratories in the amount of \$4,985,725.00 and Ana-Lab Corporation in the amount of \$114,112.00, by Resolution No. 18-1046.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to **(1)** rescind the three-year service price agreement with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on August 8, 2018, by Resolution No. 18-1046, for analytical laboratory testing services; and **(2)** sign a service price agreement with Pace Analytical Services, LLC (VS0000021341), approved as to form by the City Attorney, for analytical laboratory testing services, for a term of three years, in an amount not to exceed \$5,381,524.38. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Pace Analytical Services, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Pace Analytical Services, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$5,381,524.38 to Pace Analytical Services, LLC from Service Price Agreement No. POM-2018-00006553.

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 #: 18-606

Item #: 50.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service contract for maintenance and support of the existing multiple vendor reading system software application and meter reading handheld computers for the Water Utilities Department - Itron, Inc., sole source - Not to exceed \$178,805.43 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)

BACKGROUND

This contract will provide for the continued maintenance and support of the existing multiple vendor reading system (MVRS) software application and meter reading handheld computers for the Water Utilities Department (DWU). DWU utilizes the MVRS to record meter readings, electronically audit these readings, and record maintenance issues. The meter reading computers have the ability to send and receive interface files to/from the billing system to create customer billing and invoices. DWU reads approximately 330,000 meters on a monthly basis. Maintenance and support services includes technical support, troubleshooting/diagnostics, and upgrades.

On November 10, 2015, City Council authorized the wage floor rate of \$11.15, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 28, 2011, City Council authorized the purchase of 70 handheld meter reading computers and a five-year service contract for maintenance and support for the 70 handheld meter reading computers and the existing Multiple Vendor Reading System software application with Itron, Inc. by Resolution No. 11-2515.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Dallas Water Utilities Fund - \$178,805.43 (subject to annual appropriations)

FY 2018-19 \$57,132.51

FY 2019-20 \$59,643.48 (subject to annual appropriations)

FY 2020-21 \$62,029.44 (subject to annual 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 \$
\$178, 805.43	Other Services	N/A	N/A	N/A
<ul style="list-style-type: none"> • M/WBE Goal Waived • Itron, Inc. is providing maintenance and support of vendor reading system application software and meter reading handheld computers 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
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<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
Itron, Inc.	2111 N. Molter Road Liberty Lake, WA 99019	\$178,805.43

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

OWNER

Itron, Inc.

Philip C. Mezey, President
Thomas L. Deitrich, Vice President

November 28, 2018

WHEREAS, on September 28, 2011, City Council authorized the purchase of 70 handheld meter reading computers and a five-year service contract for maintenance and support for the 70 handheld meter reading computers and the existing Multiple Vendor Reading System software application with Itron, Inc., in an amount not to exceed \$549,916.61, by Resolution No. 11-2515; and

WHEREAS, on July 26, 2013, Administrative Action No. 13-6693 authorized Supplemental Agreement No. 1 to increase the acquisition contract for the purchase of three handheld computers with Itron, Inc., in an amount not to exceed \$23,182.46, from \$312,333.87 to \$335,516.33; and

WHEREAS, on July 7, 2017, Administrative Action No. 17-6347 authorized Supplemental Agreement No. 2 to increase and extend the service contract with Itron, Inc. for continued maintenance and support services for handheld computers and software application, used in collecting meter readings through May 31, 2018, in an amount not to exceed \$44,466.40, from \$237,582.74 to \$282,049.14.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a service contract with Itron, Inc. (267549), approved as to form by the City Attorney, for maintenance and support of the existing multiple vendor reading system software application and meter reading handheld computers for the Water Utilities Department for a term of three years, in an amount not to exceed \$178,805.43. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Itron, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Itron, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$178,805.43 (subject to annual appropriations) to Itron, Inc. from Master Agreement Service Contract No. DWU-2018-00005917.

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 #: 18-1247

Item #: 51.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service contract for automated notification services for the Office of Emergency Management with AT&T Services, Inc. through the Houston-Galveston Area Council of Governments cooperative agreement - Not to exceed \$324,688.80 - Financing: 9-1-1 System Operations Fund (subject to annual appropriations)

BACKGROUND

This service contract provides automated notification services for the Office of Emergency Management (OEM). OEM utilizes this software to quickly provide City staff situational details or instructions in the event of an emergency such as natural disasters, active shooter events, transportation incidents, and pandemics. Additionally, City residents are able to register to receive OEM delivered information on incidents such as floods or fires, specific to their geographical area utilizing this notification software. The software also provides the City the ability to alert the Federal Emergency Management Agency about local incidents that may affect other local or regional entities outside the city of Dallas.

The Houston-Galveston Area Council of Governments 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)

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

9-1-1 System Operations Fund - \$324,688.80 (subject to annual appropriations)

FY 2018-19 \$64,937.76
 FY 2019-20 \$64,937.76 (subject to annual appropriations)
 FY 2020-21 \$64,937.76 (subject to annual appropriations)
 FY 2021-22 \$64,937.76 (subject to annual appropriations)
 FY 2022-23 \$64,937.76 (subject to annual 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 \$
\$324,688.80	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
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OWNER

AT&T Services, Inc.

Randall L. Stephenson, Chairman
 William A. Blase, Jr., Senior Executive Vice President

November 28, 2018

WHEREAS, on August 22, 2011, Administrative Action No. 11-2146 authorized a contract to purchase and implement a state-of-the-art automated emergency notifications solution with four one-year renewal options for the Office of Emergency Management with Dialogic Communications dba Cassidian Communications, in an amount not to exceed \$47,500.00; and

WHEREAS, on November 26, 2012, Administrative Action No. 12-2872 authorized Supplemental Agreement No. 1 to exercise renewal option 1 of 4 to extend maintenance and support of the automated emergency notification system for the Office of Emergency Management, with Dialogic Communications dba Cassidian Communications, in an amount not to exceed \$47,500.00, from \$47,500.00 to \$95,000.00; and

WHEREAS, on October 31, 2012, Administrative Action No. 14-5125 authorized Supplemental Agreement No. 2 to exercise renewal option 2 of 4 to extend maintenance and support of the automated emergency notification system for the Office of Emergency Management, with Dialogic Communications dba Cassidian Communications, in an amount not to exceed \$47,500.00, from \$95,000.00 to \$142,500.00; and

WHEREAS, on October 1, 2014, Administrative Action No. 14-5125 authorized Supplemental Agreement No. 3 to exercise renewal option 3 of 4 to extend maintenance and support of the automated emergency notification system for the Office of Emergency Management, with Dialogic Communications dba Cassidian Communications, in an amount not to exceed \$47,500.00, from \$142,500.00 to \$190,000.00; and

WHEREAS, on July 21, 2015, Administrative Action No. 15-6388 authorized Supplemental Agreement No. 4 to exercise renewal option 3 of 4 to extend maintenance and support and provide upgrades of the automated emergency notification system for the Office of Emergency Management, with Airbus DS Communications, Inc., in an amount not to exceed \$56,750.00, from \$190,000.00 to \$246,750.00; and

WHEREAS, on December 13, 2016, Administrative Action No. 16-7065 authorized Supplemental Agreement No. 5 to extend maintenance and support of the automated emergency notification system for the Office of Emergency Management, with Airbus DS Communications, Inc., in an amount not to exceed \$34,050.00, from \$246,750.00 to \$280,800.00; and

WHEREAS, on May 9, 2017, Administrative Action No. 17-5973 authorized the acquisition of an automated notification system for Courts and Detention Services, with Airbus DS Communications, Inc., in an amount not to exceed \$24,416.00; and

November 28, 2018

WHEREAS, on July 18, 2017, Administrative Action No. 17-6324 authorized Supplemental Agreement No. 6 to extend maintenance and support of the automated emergency notification system for a term of two months for the Office of Emergency Management, with Airbus DS Communications, Inc., in an amount not to exceed \$12,304.00, from \$280,800.00 to \$293,104.00; and

WHEREAS, on January 22, 2018, Administrative Action No. 18-5146 authorized Supplemental Agreement No. 7 to extend maintenance and support of the automated emergency notification system for a term of six months for the Office of Emergency Management, with Airbus DS Communications, Inc., in an amount not to exceed \$36,912.00, increasing the contract amount from \$293,104.00 to \$330,016.00; and

WHEREAS, on January 22, 2018, Administrative Action No. 18-5144 authorized payment for maintenance and support of the automated emergency notification system used by Court and Detention Services, with Airbus DS Communications, Inc., in an amount not to exceed \$24,416.00; and

WHEREAS, on November 2, 2018, Administrative Action No. 18-6704 authorized payment for maintenance and support of the automated emergency notification system used by Court and Detention Services and Office of Emergency Management, with Airbus DS Communications, Inc., in an amount not to exceed \$67,186.00.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a service contract with AT&T Services, Inc. (202839), approved as to form by the City Attorney, for automated notification services for a term of five years, in an amount not to exceed \$324,688.80. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to AT&T Services, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by AT&T Services, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$324,688.80 (subject to annual appropriations) to AT&T Services, Inc. from Master Agreement Service Contract No. DSV-2019-00008287.

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 #: 18-1197

Item #: 53.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year subscription and maintenance contract for Adobe enterprise licenses with SHI Government Solutions, Inc. through the BuyBoard purchasing cooperative agreement - Not to exceed \$1,081,340.00 - Financing: Data Services Fund (subject to annual appropriations)

BACKGROUND

This contract will provide for the continuation of subscriptions and maintenance for Adobe products utilized by the City. This agreement will allow for 24/7 technical support when experiencing issues with Adobe products. Adobe is a critical software tool used by departments to view, create, manipulate, print, and manage files in Portable Document Format.

Adobe products are essential for performing daily duties throughout City departments such as:

- Develop and design City websites
- Redaction of sensitive information from document
- Routing documents for electronic signatures

The BuyBoard purchasing 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 November 12, 2014, City Council authorized an increase to the master agreement with SHI Government Solutions, Inc., through the Department of Information Resources, State of Texas Cooperative contract, for computer software, network management products, and design and presentation software by Resolution No. 14-1883.

On February 25, 2015, City Council authorized a five-year master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance support and implementation services with SHI Government Solutions, Inc., Mobile Wireless, LLC, and Carahsoft Technology Corporation, through the Department of Information Resources, State of Texas Cooperative contract by Resolution No. 15-0340.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Data Services Fund - \$1,081,340.00 (subject to annual appropriations)

FY 2018-19 - \$357,780.00
 FY 2019-20 - \$361,780.00
 FY 2020-21 - \$361,780.00

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 \$
\$1,081,340.00	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
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OWNER

SHI Government Solutions, Inc.

Thai Lee, President
 Al Fitzgerald, Vice President

November 28, 2018

WHEREAS, on November 12, 2014, City Council authorized an increase to the three-year master agreement for computer software, network management products, and design and presentation software to be used at various departments, with SHI Government Solutions, Inc., in an amount not to exceed \$600,000.00, increasing the master agreement amount from \$2,400,000.00 to \$3,000,000.00, by Resolution No. 14-1883; and

WHEREAS, on February 25, 2015, City Council authorized a five-year master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance support and implementation services with SHI Government Solutions, Inc., in an amount not to exceed \$4,800,155.00, by Resolution No. 15-0340.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a subscription and maintenance service contract with SHI Government Solutions, Inc. (502145), approved as to form by the City Attorney, for Adobe enterprises licenses for a term of three years, in an amount not to exceed \$1,081,340.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to SHI Government Solutions, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by SHI Government Solutions, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$1,081,340.00 (subject to annual appropriations) to SHI Government Solutions from Service Contract No. DSV-2019-00008480.

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 #: 18-1190

Item #: 54.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize **(1)** a nine-year concession contract, with two one-year renewal options, for food and beverage services (Package 1) for the Department of Aviation - Air Star - Bush - LTS Marquis DAL, LLC in an estimated minimum annual guarantee in the amount of \$1,093,500.00, most advantageous proposer of seven; and **(2)** a seven-year concession contract, with two one-year renewal options, for food and beverage services (Package 2) for the Department of Aviation - Bush - Air Star - LTS Marquis DAL, LLC in an estimated minimum annual guarantee in the amount of \$330,750.00, most advantageous proposer of eight - Total Estimated Minimum Annual Guarantee: \$1,424,250.00

BACKGROUND

This concession contract will provide food and beverage services for the Department of Aviation. Dallas Love Field passenger traffic has increased from 4.7 million enplaned passengers in 2014 to 7.8 million enplaned passengers in 2017 and sales have increased over 100 percent over the same time frame. This has resulted in a decreased capacity to provide adequate seating and food and beverage services. To accommodate the increase in passenger traffic and to maintain the City's commitment of offering air travelers a greater travel experience, these concession contracts will provide passengers additional food and beverage options and increase service capacity.

The primary term for the proposed contracts will begin on the first day of the month following the completion of the construction. The primary terms for the contracts are for nine-years for package 1 and seven-years for package 2. Additionally, the City has the option to renew each contract for two additional periods of one year each.

Package 1, consists of a 1,716 square feet, in-line full service restaurant with bar. Package 2, includes two - 100 square feet grab-and-go kiosks at the end of each wing of the terminal building.

An eight member committee from the following departments reviewed and evaluated the qualifications:

- Department of Aviation (2)

- Department of Convention and Event Services (1)
- Building Services Department (1)
- Office of Cultural Affairs (1)
- City Controller’s Office (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 Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) participation.

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

- Brands 35 points
- ACDBE participation 15 points
- Operations plan 13 points
- Financial capability 13 points
- Economics/financial return to the City 12 points
- Experience 12 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 326 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 November 16, 2018.

FISCAL INFORMATION

Estimated Minimum Annual Guarantee (Package 1) - \$1,093,500.00

- FY 2018 - 19 \$ 60,750.00
- FY 2019 - 20 \$121,500.00
- FY 2020 - 21 \$121,500.00
- FY 2021 - 22 \$121,500.00
- FY 2022 - 23 \$121,500.00
- FY 2023 - 24 \$121,500.00
- FY 2024 - 25 \$121,500.00
- FY 2025 - 26 \$121,500.00
- FY 2026 - 27 \$121,500.00
- FY 2027 - 28 \$ 60,750.00

Estimated Minimum Annual Guarantee (Package 2) - \$330,750.00

FY 2018 - 19 \$35,437.50
 FY 2019 - 20 \$47,250.00
 FY 2020 - 21 \$47,250.00
 FY 2021 - 22 \$47,250.00
 FY 2022 - 23 \$47,250.00
 FY 2023 - 24 \$47,250.00
 FY 2024 - 25 \$47,250.00
 FY 2025 - 26 \$11,812.50

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 \$
\$1,424,250.00	Revenue	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to Revenue contracts.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for 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
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The Office of Procurement Services received the following proposals from solicitation number BTZ1817. We opened them on July 6, 2018. We recommend the City Council award these concession contracts in their entirety to the most advantageous proposers.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Air Star-Bush-LTS Marquis DAL, LLC	7929 Brookriver Dr. Suite 200 Dallas, TX 75247	Package 1 92.20

Air Star-Bush-LTS Marquis DAL, LLC (Lucky Cafe)	7929 Brookriver Dr. Suite 200 Dallas, TX 75247	Package 1 89.20
Air Star-Bush-LTS Marquis DAL, LLC (Rock & Reilly's)	7929 Brookriver Dr. Suite 200 Dallas, TX 75247	Package 1 86.80
Host International, Inc. (option 2 Montlake Cut)	6905 Rockledge Dr. Bethesda, MD 20817	Package 1 85.80
LK Concepts, LLC	11363 Denton Dr. Suite 127 Dallas, TX 75229	Package 1 85.22
Host International, Inc. (option 1 Dallas Cowboys Club)	6905 Rockledge Dr. Bethesda, MD 20817	Package 1 85.20
Air Star-Bush-LTS Marquis DAL, LLC (Rock & Brews)	7929 Brookriver Dr. Suite 200 Dallas, TX 75247	Package 1 83.00
*Bush - Air Star-LTS Marquis DAL, LLC	7929 Brookriver Dr. Suite 200 Dallas, TX 75247	Package 2 95.00
Hudson Group (HG) Retail, LLC	One Meadowlands Pl. 11 th Floor East Rutherford, NJ 07073	Package 2 94.60
Host International, Inc	6905 Rockledge Dr. Bethesda, MD 20817	Package 2 87.20
The Grove DAL, LLC	3 Westbrook Ct. Suite 500 Westchester, IL 60154	Package 2 83.80
Puente Enterprises, Inc.	216 N. Dove Rd. Grapevine, TX 76051	Package 2 76.00
MD Executive, LLC	5303 Challenger Dr. Dallas, TX 75237	Package 2 51.60
Nugent Street Holdings, LLC dba The Island Spot - Jamaican Kitchen & Bar	2661 Midway Rd. Suite 105 Dallas, TX 75237	Non-responsive***
Two Mommas on a mission,	2313 Patriot Dr.	Non-responsive**

LLC dba Mommies Big Helper Melissa, TX 75454

**Nugent Street Holdings, LLC dba The Island Spot - Jamaican Kitchen & Bar and Two Mommas on a mission, LLC dba Mommies Big Helper were deemed non-responsive due to not meeting specifications.

***The City has received a protest regarding this procurement which has been addressed. Please find attached the vendor protest letter and the City's response.

OWNERS

**Air Star-Bush-LTS Marquis
DAL, LLC**

Gilbert Aranza, President

**Bush - Air Star- LTS Marquis
DAL, LLC**

Gilbert Aranza, President

November 28, 2018

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

SECTION 1. That the City Manager is hereby authorized to sign **(1)** a nine-year concession contract, with two one-year renewal options, for food and beverage services (Package 1) for the Department of Aviation for an estimated minimum annual guarantee in the amount of \$1,093,500.00 with Air Star - Bush - LTS Marquis DAL, LLC (VC19298); and **(2)** a seven-year concession contract, with two one-year renewal options, for food and beverage services (Package 2) for the Department of Aviation for an estimated minimum annual guarantee in the amount of \$330,750.00 with Bush - Air Star - LTS Marquis DAL, LLC (VC19297), approved as to form by the City Attorney, in a total estimated minimum annual guarantee amount of \$1,424,250.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Air Star - Bush - LTS Marquis DAL, LLC and Bush - Air Star - LTS Marquis DAL, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Air Star - Bush - LTS Marquis DAL, LLC and Air Star - Bush - LTS Marquis DAL, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to receive and deposit all revenues for an estimated minimum annual guarantee in the amount of \$1,093,500.00 received from Air Star - Bush - LTS Marquis DAL, LLC and for an estimated minimum annual guarantee in the amount of \$330,750.00 received from Bush - Air Star - LTS Marquis DAL, LLC from Contract No. AVI-2018-00008002 from Fund 0130, Department AVI, Unit 7725, Revenue Code 7811.

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.

**Nugent Street Holdings LLC d/b/a The Island Spot
2661 Midway Road, Ste. 105, Carrollton, TX 75006
Phone: 469-216-6154 | Email: rthomas@theislandspot.net**

September 4, 2018

Re: Notice of Protest/Appeal BTZ1817 - RFCSP to Develop, Operate, and Manage Food and Beverage Concessions at Dallas Love Field Airport ("Airport Concession Project")

Dear Mr. Mike Frosch,

This letter is a formal protest/appeal of the City of Dallas' decision to disqualify and remove The Island Spot Jamaican Kitchen & Bar from consideration for the Airport Concession Project.

The original deadline for submission of the Airport Concession Project was June 7, 2018 at 2 P.M. The application requirements included a mandatory site visit which occurred on May 10, 2018 and May 17, 2018. Thereafter, the City extended the application deadline twice, to June 28, 2018 at 2 P.M. and subsequently July 5, 2018 at 2 P.M. It is my understanding that the deadline was extended because no vendors applied. However, the City failed to extend the deadline for the mandatory site visit.

On July 1, 2018, only four days before the final deadline, The Island Spot became aware of the Airport Concession Project. I worked tirelessly to get the application completed over the fourth of July holiday weekend and spent approximately \$3,000 in contracting and copying fees. On July 12, 2018, Eva Badali, the buyer, informed me that The Island Spot was a finalist selected to present on July 23, 2018. But, before the interview, on July 16, 2018, she informed me that it was canceled due to The Island Spot's failure to attend the mandatory site visit in May. The Island Spot could not have attended the site visit in May as we were unaware of the project at all at that time.

This decision is unfair and illogical. If the City intended for new applicants to submit when it extended the deadline, it should have likewise extended the deadline for any mandatory requirements. It was pointless to extend the deadline for applications but not extend the deadline for the mandatory site visit which had already expired, and then later inform us that we were disqualified for a deadline that was not extended. I am certain that an oversight occurred. I respectfully request that the decision be formally reconsidered and that the Island Spot be permitted to interview.

Thank you for your time and consideration.

Richard Thomas



Owner and CEO of The Island Spot

The Island Spot - Oak Cliff:
309 W. Jefferson Blvd, Dallas TX 75201

The Island Spot - Carrollton:
2661 Midway Road Ste. 105, Carrollton TX
75006

CC: Councilman Adam Medrano (City Councilman for personal residence and Love Field Airport)
Councilman Scott Griggs (City Councilman for Oak Cliff location)
T.C Broadnax, Dallas City Manager
Kimberly Bizer Tolbert, Chief of Staff
Mike Duebner, Director of Aviation
Larry E. Casto, Dallas City Attorney
Judith Levin-Simmons, Senior Buyer
Eva Badali, Buyer III



November 2, 2018

CITY OF DALLAS

Richard Thomas
Owner & CEO of The Island Spot
2661 Midway Rd. Ste.105
Carrollton, TX 75006

RE: RFCSP BTZ1817 – Develop, Operate and Manage Food and Beverage Concessions at Dallas Love Field

Mr. Thomas:

The City is in receipt of your formal protest/appeal letter regarding the decision to disqualify and remove The Island Spot Jamaican Kitchen & Bar from consideration for the Airport Concession Project BTZ1817 - Develop, Operate and Manage Food and Beverage Concessions at Dallas Love Field.

Your protest/appeal letter alleges, in summary, that “the deadline was extended because no vendors applied,” and that the City failed to extend the deadline for the mandatory site visit.

The solicitation was advertised in the Dallas Morning News on April 19 and April 26, 2018 and posted on bids.dallascityhall.com on April 20, 2018. The solicitation included two pre-proposal meetings and site visits held on May 10 and May 17, 2018 respectively. The pre-proposal meetings are held to share relevant information with interested vendors. The pre-proposal meetings, for this solicitation were mandatory, as specified in section II, page 8 of the specification. Twenty-three vendors, and 32 vendor representatives, attended the pre-proposal meetings and therefore, the City was confident that it would receive a number of proposals. Because every solicitation contains unique requirements, it is imperative that interested vendors read and understand the solicitation requirements. In this case, because your company became aware of the solicitation after the pre-proposal meets, your company should have submitted a request for an additional pre-proposal meeting and site visit.

The following summarizes due date extensions and the intent of the addenda:

- Addendum No. 2 - on 5/23/18 the City extended the due date from 6/7/18 to 6/28/18, as the City needed additional time to respond to vendor questions.
- Addendum No. 3 - on 6/6/18 final responses to vendor questions were posted.
- Addendum No. 4 - On 6/25/18 the City extended the due date from 6/28/18 to 7/5/18 at the request of vendors to provide vendors more time to prepare their proposal.

Additionally, you've indicated the buyer contacted you and informed you that your company was selected as a finalist to present during the presentation process on July 23, 2018. The intent of the notification was to invite all proposers submitting a compliant proposal to present during this time. The notice did not specify your company as a finalist but rather your company was being invited to review your submission for compliance. Unfortunately, as part of the initial compliance



CITY OF DALLAS

time. The notice did not specify your company as a finalist but rather your company was being invited to review your submission for compliance. Unfortunately, as part of the initial compliance review, the buyer found that your company did not attend the mandatory pre-proposal meeting and site visit and thus your proposal was deemed nonresponsive.

Thank you for taking the time to come in and meet with me on this matter. The concerns submitted in your protest/appeal letter have been reviewed by my office, and no issues were found to warrant consideration of your proposal. Your protest/appeal letter and the City's response will be made available to the City Council during award consideration. This response does not prevent you from addressing your concern to the City Council at the time the item is considered for award or from submitting proposals on any solicitations in the future.

Sincerely,

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

Michael Frosch
Director
Office of Procurement Services



Agenda Information Sheet

File #: 18-1186

Item #: 55.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for the purchase of temporary traffic signs, permanent sign posts, and installation hardware for permanent signs for the Water Utilities Department - Centerline Supply in the estimated amount of \$112,645.50 and Telecom Electric Supply in the estimated amount of \$44,075.00, lowest responsible bidders of three - Estimated amount of \$156,720.50 - Financing: Dallas Water Utilities 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 spent under this agreement.

This master agreement will provide for the purchase of temporary traffic signs, permanent sign posts, and installation hardware for permanent signs to be utilized by the Water Utilities Department.

Examples of temporary traffic signs include:

- Directional signs
- Lane warning signs
- Lane information signs
- High pressure water main
- Roadway construction
- Temporary information and regulations

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 286 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)

On August 27, 2014, City Council authorized a three-year master agreement for temporary traffic signs, permanent sign posts and installation hardware with Custom Products Corp., Centerline Supply, Ltd., Allied Tube & Conduit Corp., and Pathmark Traffic Products of Texas, Inc. by Resolution No. 14-1352.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Dallas Water Utilities Fund - \$156,720.50

FY 2018-19 \$52,240.17
 FY 2019-20 \$52,240.17
 FY 2020-21 \$52,240.16

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 \$
\$156,720.56	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. 				

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
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The Office of Procurement Services received the following bids from solicitation number BB1805. We opened them on August 10, 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>
*Centerline Supply	530 Jesse St. Grand Prairie, TX 75051	Group 1 - \$112,645.50 Group 2 - \$ 91,375.00
*Telecom Electric Supply	1304 Capital Ave. Plano, TX 75074	Group 1 - \$200,303.76 Group 2 - \$ 44,075.00
Eagle Barricade, LLC	101 C N. Greenville Ave. #428 Allen, TX 75002	Group 1 - \$126,571.89 Group 2 - \$ 50,740.00

OWNERS

Centerline Supply

Brian Nelson, President
Steve Nelson, Secretary
Diane Nelson, Treasurer

Telecom Electric Supply

Fred Moses, President

November 28, 2018

WHEREAS, on August 27, 2014, City Council authorized a three-year master agreement for temporary traffic signs, permanent sign posts and installation hardware with Custom Products Corp. in the amount of \$39,845.77, Centerline Supply, Ltd. in the amount of \$247,228.92, Allied Tube & Conduit Corp. in the amount of \$168,422.38 and Pathmark Traffic Products of Texas, Inc. in the amount of \$23,392.10, by Resolution No. 14-1352.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a master agreement with Centerline Supply (258493) in the estimated amount of \$112,645.50 and Telecom Electric Supply (204486) in the estimated amount of \$44,075.00, approved as to form by the City Attorney, for the purchase of temporary traffic signs, permanent sign posts, and installation hardware for permanent signs for the Water Utilities Department for a term of three years, in a total estimated amount of \$156,720.50. 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 temporary traffic signs, permanent sign posts, and installation hardware for permanent signs for the Water Utilities Department. If a written contract is required or requested for any or all purchases of temporary traffic signs, permanent sign posts, and installation hardware for permanent signs for the Water Utilities Department 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 \$156,720.50, but not more than the amount of budgetary appropriations for this master agreement during its term to Centerline Supply and Telecom Electric Supply from Master Agreement Contract No. DWU-2019-00008261.

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 #: 18-1156

Item #: 56.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize Supplemental Agreement No. 1 to exercise the first of two, one-year renewal options to the service and policy contract with Standard Insurance Company to provide **(1)** City paid basic life insurance for \$1.75 per employee per month, in an estimated cost of \$265,503.00; and **(2)** elective employee paid supplemental group term life, elective dependent life, and accidental death and dismemberment insurance coverage, in an estimated cost of \$2,576,272.32 (to be fully reimbursed by participating employees) increasing the service contract from \$8,490,838.11 to \$11,332,613.43 - Total not to exceed \$2,841,775.32 - Financing: Benefits Fund (subject to appropriations)

BACKGROUND

This Supplemental Agreement will continue to provide group basic term life, elective dependent life and accidental death and dismemberment insurance to City employees. The City currently offers \$50,000.00 basic life insurance coverage to full-time employees at no cost to the employee. For this renewal option, the vendor has agreed to maintain the current rate of \$1.75 per employee for \$50,000.00 basic life insurance coverage. Full-time employees can voluntarily purchase additional group (supplemental) life coverage up to three times their annual base salary not to exceed \$500,000.00, as well as dependent life, and accidental death and dismemberment coverage via payroll deduction.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 9, 2015, City Council authorized a three-year service contract and policy, with two one-year renewal options, to provide basic and supplemental group term life, voluntary dependent life and accidental death and dismemberment insurance coverage by Resolution No. 15-2265.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Benefits Fund - \$265,503.00 (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 \$
\$2,841,775.32	Other Services	N/A	N/A	N/A
• M/WBE goal waived due to no M/WBE availability				

OWNER

Standard Insurance Company

Greg Ness, Chief Executive Officer
Dan McMillan, Vice President
Holley Franklin, Secretary
Rob Erickson, Treasurer

WHEREAS, on December 9, 2015, City Council authorized a three-year service contract and policy, with two one-year renewal options, to provide basic and supplemental group term life, voluntary dependent life and accidental death and dismemberment insurance coverage, in the amount of \$777,924.00 for City paid life insurance and \$7,712,914.11 for employee paid supplemental group term life, elective dependent life, and accidental death and dismemberment insurance by Resolution No. 15-2265.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign Supplemental Agreement No. 1 to exercise the first of two, one-year renewal options to the service contract and policy with Standard Insurance Company (VS0000024410), approved as to form by the City Attorney, to provide **(1)** City paid basic life insurance for \$1.75 per employee per month, in an estimated cost of \$265,503.00; and **(2)** elective employee paid supplemental group term life, elective dependent life, and accidental death and dismemberment insurance coverage, in an estimated cost of \$2,576,272.32 (to be fully reimbursed by participating employees), for a total amount not to exceed \$2,841,775.32, increasing the service contract amount from \$8,490,838.11 to \$11,332,613.43.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,841,775.32 (subject to appropriations) from Service Contract No. MASC BKZ1523.

SECTION 3. That the Chief Financial Officer is authorized to remit the employee premiums collected via payroll deduction from the appropriate funding sources to Standard Insurance Company for coverage as listed:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Object</u>	<u>Type of Coverage</u>
0265	PER	7915	3568	Supplemental Life Insurance
0265	PER	7925	3523	Dependent Life Insurance
0265	PER	7925	3561	Accidental Death & Dismemberment

SECTION 4. That this contract is designated as Contract No. PER-2019-00008246.

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 #: 18-1322

Item #: 57.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: November 28, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize Supplemental Agreement No. 31 to exercise the first of two, two-year renewal options, with AT&T Corp for voice and data network services, network management, monitoring, maintenance, information technology security, and related services for the Department of Communication and Information Services - Not to exceed \$33,081,983.75 - Financing: Communication and Information Services Funds (subject to annual appropriations)

BACKGROUND

This renewal will allow the City to continue voice and data network services, network management, monitoring, maintenance, information technology security, and related services for the Department of Communication and Information Services. This agreement is essential in ensuring the City's network is managed and operates at optimal levels. The agreement provides 24x7 network and security monitoring and technical support. This agreement also provides on-site resources who assist with resolving complex network issues that could result in interruption of services throughout the City. The current network supports approximately 300 applications, 8,076 telephones, and connects over 350 facilities.

The renewal of this agreement will allow continued network support for essential business services that include, but are not limited to:

- City's E9-1-1 Public Safety Answering Point system
- Network Circuits connecting city facilities
- Network Wi-Fi and internet for residents in City public facilities (libraries, Park and Recreation, community centers and others)
- Connections to cloud application services (Salesforce 311, Electronic Planning and Permitting System, Microsoft Office 365/email, Advanced Traffic Management System, and others)
- Phone communications/voice over IP network/VoIP
- Integrated Voice Recognition (IVR) systems (311, Dallas Water Utilities, Park and Recreation, Library, and others)

Also included in this agreement is a network asset management application as well as local and long-distance telephone service and support.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 14, 2011, City Council authorized a seven-year service contract, with two two-year renewal options, for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services by Resolution No. 11-3343.

On June 16, 2014, this item was included as a briefing memo to the Budget, Finance and Audit Committee.

On June 25, 2014, City Council authorized Supplemental Agreement No. 13 to increase the service contract for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services by Resolution No. 14-0988.

Information about this item was provided to the Budget, Finance, and Audit Committee on January 3, 2017.

On January 11, 2017, City Council authorized Supplemental Agreement No. 24 to increase the service contract for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services by Resolution No. 17-0071.

City Council will be briefed by memorandum regarding this matter on November 16, 2018.

FISCAL INFORMATION

Communication and Information Services Funds - \$33,081,983.75 (subject to annual 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 \$
\$33,081,983.75	Other Services	23.80%	5.87%	\$1,942,353.84
• This contract does not meet the M/WBE goal, but complies with good faith efforts.				

OWNER

AT&T Corp

Randall Stephenson, Chairman

November 28, 2018

WHEREAS, on December 14, 2011, City Council authorized a seven-year service contract, with two two-year renewal options, for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services by Resolution No. 11-3343; and

WHEREAS, on April 26, 2013, Administrative Action No. 13-5516 authorized Supplemental Agreement No. 4 to amend contract for review of statement of work (SOW) for professional services to development of a contract center strategy; and

WHEREAS, on May 6, 2013, Administrative Action No. 13-5552 authorized Supplemental Agreement No. 1 to attach the milestone charts for payment for one-time charges to Exhibit 4, pricing of the master services agreement; and

WHEREAS, on May 20, 2013, Administrative Action No. 13-5611 authorized Supplemental Agreement No. 2 to execute services as documented under NI pricing schedule with tracking ID GBS161971; and

WHEREAS, on October 15, 2013, Administrative Action No. 14-5297 authorized Supplemental Agreement No. 6 to install, configure and optimize the City's Internet, extranet and intranet with TEST and production SharePoint 2013 environments and migrate Dallas City News Room; and

WHEREAS, on November 27, 2013, Administrative Action No. 14-5419 authorized Supplemental Agreement No. 7 to execute change orders 2, 4 and 5 for enhancement requests to the Pinnacle telecommunications billing system for customizations to system reports, additional professional services to develop a standard operating procedures manual and to modify contract language regarding the electronic processing of telecommunications carrier files; and

WHEREAS, on December 20, 2013, Administrative Action No. 13-6996 authorized Supplemental Agreement No. 5 to execute services for performing regression testing of the Dallas Water Utilities Supervisory Control and Data Acquisition Network (SCADA) System designed by AT&T Corp; and

WHEREAS, on January 17, 2014, Administrative Action No. 14-5185 authorized Supplemental Agreement No. 3 to accept wireless terms and conditions and to amend Exhibit 4, Attachment 1: vendor catalog pricing for existing air card product and service offerings; and

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WHEREAS, on February 7, 2014, Administrative Action No. 14-5693 authorized Supplemental Agreement No. 8 to accept Texas House Bill 2128 and SPORT terms and conditions and to amend Exhibit 4, Attachment 1: vendor catalog pricing for telecommunication charges for eligible city facilities; and

WHEREAS, on February 14, 2014, Administrative Action No. 14-5594 authorized Supplemental Agreement No. 9 to purchase fifty (50) additional Cisco VoIP recording NICE Inform Lite IP licenses with application support for the 3-1-1 call center; and

WHEREAS, on March 13, 2014, Administrative Action No. 14-5654 authorized Supplemental Agreement No. 10 to design, configure and install a Wi-Fi network for internet access in the Dallas Arts District; and

WHEREAS, on June 2, 2014, Administrative Action No. 14-5968 authorized Supplemental Agreement No. 11 to install a Wi-Fi network for internet access in the Dallas Arts District; and

WHEREAS, on June 25, 2014, City Council authorized Supplemental Agreement No.13 to increase the service contract for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services in an amount not to exceed \$7,071,190.00, increasing the contract amount from \$63,444,708.00 to \$70,515,898.00, by Resolution No. 14-0988; and

WHEREAS, on July 3, 2014, Administrative Action No. 14-6181 authorized Supplemental Agreement No. 12 to implement a framework that will publish and modify data that will be posted on information kiosks; and

WHEREAS, on November 20, 2014, Administrative Action No. 14-7145 authorized Supplemental Agreement No. 15 due to extra material used and labor performed during the Arts District Wi-Fi installation; and

WHEREAS, on November 20, 2014, Administrative Action No. 14-7144 authorized Supplemental Agreement No. 16 to include Northpark library in the acceptance of the Texas House Bill 2128 and SPORT terms and conditions that was executed through Supplemental Agreement No. 8; and

WHEREAS, on February 12, 2015, Administrative Action No. 15-5475 authorized Supplemental Agreement No. 17 to execute change orders 7 and 19 for the expansion of the CIS Pinnacle billing system for additional technology services and the creation of a 3rd hosted environment for software development; and

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WHEREAS, on March 29, 2015, Administrative Action No. 16-5602 authorized Supplemental Agreement No. 22 to execute 311 contact center network integration of natural language software; and

WHEREAS, on March 30, 2015, Administrative Action No. 15-5616 authorized Supplemental Agreement No. 18 to make correction to supplemental agreement no. 16, to correct Exhibit A; and

WHEREAS, on May 22, 2015, Administrative Action No. 15-6031 authorized Supplemental Agreement No. 19 for a hardware and software technical refresh to the VoIP IPT system which includes a contact center software version upgrade to 10.5; and

WHEREAS, on September 18, 2015, Administrative Action No. 15-6888 authorized Supplemental Agreement No. 20 to provide improved internet support, increased circuit capacity for PKR facilities, a Pinnacle version upgrade and to replace end of life equipment that supports 311; and

WHEREAS, on November 5, 2015, Administrative Action No. 15-7196 authorized Supplemental Agreement No. 21 to improve Wi-Fi connectivity at City facilities; and

WHEREAS, on June 22, 2016, Administrative Action No. 16-6184 authorized Supplemental Agreement No. 23 to provide continued maintenance and support of the informational kiosk, deployment of new network equipment at Love Field, enhance the Pinnacle system for revenue collection reporting and to program the 311 voice system to allow citizens to complete a post call survey to provide customer feedback to the City; and

WHEREAS, on November 9, 2016, Administrative Action No. 16-6942 authorized Supplemental Agreement No. 25 to pay a true-up management fee for network growth; and

WHEREAS, on January 3, 2017, Administrative Action No. 17-5052 authorized Supplemental Agreement No. 26 to upgrade the City's firewall architecture through the existing Voice and Data Managed Services Agreement; and

WHEREAS, on January 11, 2017, City Council authorized Supplemental Agreement No.24 to increase the service contract for voice and data network services, network management, monitoring, maintenance, Information Technology security and related services in an amount not to exceed \$8,789,987.00, increasing the contract amount from \$70,515,898.00 to \$79,789,987.00, by Resolution No. 17-0071; and

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WHEREAS, on August 10, 2017, Administrative Action No. 17-6432 authorized Supplemental Agreement No. 27 to add network management services to the City's F5 load balancer environment; and

WHEREAS, on September 25, 2017, Administrative Action No. 17-6860 authorized Supplemental Agreement No. 28 to perform security-based review of the City of Dallas south waste water treatment facility proposed network architecture; and

WHEREAS, on January 16, 2018, Administrative Action No. 18-5122 authorized Supplemental Agreement No. 29 to allow AT&T Corp to provide Express Route via Equinix all Informart/MS Azure City; and

WHEREAS, on December 21, 2017, Administrative Action No. 17-7338 authorized Supplemental Agreement No. 30 to upgrade the City's firewall architecture through the existing Voice and Data Managed Services Agreement.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign Supplemental Agreement No. 31 with AT&T Corp (268653) to exercise the first of two, two-year renewal options, approved as to form by the City Attorney, for voice and data network services, network management, monitoring, maintenance, information technology security, and related services for the Department of Communication and Information Services, in an amount not to exceed \$33,081,983.75. If the service contract was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to AT&T Corp shall be based only on the amount of the services directed to be performed by the City and properly performed by AT&T Corp.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$33,081,983.75 (subject to annual appropriations) to AT&T Corp from Service Contract No. DSV-2016-00000009.

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.