

## AGENDA ITEM # 4

**KEY FOCUS AREA:** E-Gov  
**AGENDA DATE:** October 14, 2015  
**COUNCIL DISTRICT(S):** 2  
**DEPARTMENT:** Business Development & Procurement Services  
**CMO:** Jeanne Chipperfield, 670-7804  
**MAPSCO:** 45Q

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### SUBJECT

Authorize **(1)** a sixteen-month service contract to establish a master agreement for meter lease and maintenance for four Pitney Bowes postage machines in the amount of \$54,656; and **(2)** a sixteen-month master agreement for postage in the amount of \$2,944,934 - Pitney Bowes, Inc., sole source - Total not to exceed \$2,999,590 - Financing: Current Funds (subject to annual appropriations)

### BACKGROUND

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

These agreements will allow for meter lease and maintenance of four Pitney Bowes machines in addition to the purchase of metered postage. Pitney Bowes, Inc. offers this postage at no mark up or premium above the cost of U.S. Postal Services (USPS) postage fees. In June, 2013, the City exercised a lease end option to purchase three mail postage processing machines and one inserter machine in order to maximize savings at the end of a five year term lease agreement. This sixteen-month agreement will enable the City to continue utilizing the machines throughout their useful life of eight years.

Each of the mail machines owned by the City includes a postage meter attachment that applies appropriate postage to each mail piece processed in accordance to U.S. Postal standards. The postage cost savings in the Express Business Center (EBC) processing City wide metered mail at presort first class rate vs first class rate saved the City annually an average of 20% for FY14.

## **BACKGROUND (Continued)**

The mail machines offer an efficient method of processing mail at a metered and presort discounted rate. The postage meter equipment includes the proprietary software which is an information management system that captures City postal transactions from the meters and mailing systems. EBC processes approximately 1.1 million citywide mail pieces and 3.3 million water utility bills and notices per year. EBC serves as the central mail distribution facility for City offices by providing pickup and delivery of U.S. mail.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On January 23, 2008, City Council authorized (1) a sixty-month equipment lease agreement for a mail processing inserter machine; (2) a thirty-six-month equipment lease agreement for three mail postage processing machines; and (3) a sixty-month master agreement for postage by Resolution No. 08-0298.

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

On September 10, 2014, City Council authorized an increase to the master agreement for meter postage by Resolution No. 14-1454.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

## **FISCAL INFORMATION**

\$2,999,589.38 - Current Funds (subject to annual appropriations)

## **M/WBE INFORMATION**

There were no M/WBE vendors contacted for this item because the recommended awardee is the sole source provider.

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

**ETHNIC COMPOSITION**

Pitney Bowes, Inc.

White Male	65	White Female	13
Black Male	10	Black Female	3
Hispanic Male	22	Hispanic Female	2
Other Male	1	Other Female	0

**BID INFORMATION**

<b><u>Bidder</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
Pitney Bowes, Inc.	3001 Summer Street Stamford, CT 06926	\$2,999,589.38

**Note:** Pursuant to Business Development and Procurement Services' (BDPS) request, the Auditor's office has reviewed this sole source item and submitted related documentation and has determined BDPS meets the exceptions from competitive bidding as specified in the State of Texas Local Government Code, Chapter 252.022, General Exemptions (a)(7).

**OWNER**

**Pitney Bowes, Inc.**

Marc B. Lautenbach, President  
Patrick M. Brand, Vice President  
Amy C. Corn, Secretary  
Debbie Salce, Treasurer

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

**PROJECT:** Authorize (1) a sixteen-month service contract to establish a master agreement for meter lease and maintenance for four Pitney Bowes postage machines in the amount of \$54,656; and (2) a sixteen-month master agreement for postage in the amount of \$2,944,934 - Pitney Bowes, Inc., sole source - Total not to exceed \$2,999,590 - Financing: Current Funds (subject to annual appropriations)

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

**PROJECT CATEGORY:** Other Services

### **LOCAL/NON-LOCAL CONTRACT SUMMARY**

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$2,999,589.38	100.00%
<b>TOTAL CONTRACT</b>	<b>\$2,999,589.38</b>	<b>100.00%</b>

### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

#### **Local Contractors / Sub-Contractors**

None

#### **Non-Local Contractors / Sub-Contractors**

None

### **TOTAL M/WBE CONTRACT PARTICIPATION**

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>

October 14, 2015

**WHEREAS**, on January 23, 2008, City Council authorized (1) a sixty-month equipment lease agreement for a mail processing inserter machine; (2) a thirty-six-month equipment lease agreement for three mail postage processing machines; and (3) a sixty-month master agreement for postage by Resolution No. 08-0298; and,

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

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

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

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

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

**NOW, THEREFORE,**

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

**Section 1.** That the City Manager is authorized to execute a service contract to establish a master agreement with Pitney Bowes, Inc. (063151) for meter lease and maintenance for four Pitney Bowes postage machines for a term of sixteen months in an amount not to exceed \$54,655.84, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Pitney Bowes, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Pitney Bowes, Inc. under the contract.

**Section 2.** That a master agreement for the purchase of postage is authorized with Pitney Bowes, Inc. (063151) for a term of sixteen months in an amount not to exceed \$2,944,933.54.

October 14, 2015

**Section 3.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for postage. If a written contract is required or requested for any or all purchases of postage under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

**Section 4.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,999,589.38.

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

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** All

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

**CMO:** Jeanne Chipperfield, 670-7804  
Ryan S. Evans, 671-9837  
Jill A. Jordan, P.E., 670-5299  
Joey Zapata, 670-3009  
Mark McDaniel, 670-3256

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year service contract for plumbing services at City facilities - A Star Heat & Air, Inc., lowest responsible bidder of three - Not to exceed \$829,617 - Financing: Current Funds (\$246,161), Water Utilities Current Funds (\$388,291), Sanitation Current Funds (\$91,716), Aviation Current Funds (\$43,260), Convention and Event Services Current Funds (\$42,100) and Stormwater Drainage Management Current Funds (\$18,089) (subject to annual appropriations)

**BACKGROUND**

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

This service contract will provide plumbing services at City facilities to supplement City staff for projects that require specialized services, additional labor and after hour services. Equipment & Building Services processed approximately 3,400 plumbing service requests during FY 2013-14. This service contract ensures plumbing services are available 24 hours 7 days a week to the City. The service contract also provides specialized equipment such as plumbing line sewer cameras for the inspection of pipes, hydrojet machinery for high pressure pipe cleaning and vacuum trucks.

## **BACKGROUND (Continued)**

Examples of services available through this contract are clearing clogged drains, detect and repair leaks, replace toilets, sinks, tubs or pipes. This service contract will also cover services such as cleaning sewer lines, installing water heaters, inspecting and testing gas lines. Services will be performed at City facilities such as:

- Fire stations
- Police stations
- City Hall
- Convention Center
- Libraries
- Fair Park
- Recreation centers

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This bid resulted in a 5.51% decrease over comparable unit prices for the bid awarded in 2012.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 831 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On June 13, 2012, City Council authorized a three-year service contract for plumbing services at City facilities by Resolution No. 12-1515.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

## **FISCAL INFORMATION**

- \$246,161.00 - Current Funds (subject to annual appropriations)
- \$388,291.00 - Water Utilities Current Funds (subject to annual appropriations)
- \$ 91,716.00 - Sanitation Current Funds (subject to annual appropriations)
- \$ 43,260.00 - Aviation Current Funds (subject to annual appropriations)
- \$ 42,100.00 - Convention and Event Services Current Funds (subject to annual appropriations)
- \$ 18,089.00 - Stormwater Drainage Management Current Funds (subject to annual appropriations)



**M/WBE INFORMATION**

244 - Vendors contacted  
241 - No response  
    3 - Response (Bid)  
    0 - Response (No bid)  
    1 - Successful

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

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

**ETHNIC COMPOSITION**

A Star Heat & Air, Inc.

White Male	14	White Female	0
Black Male	1	Black Female	0
Hispanic Male	26	Hispanic Female	4
Other Male	1	Other Female	0

**BID INFORMATION**

The following bids were received from solicitation number BM1532 and were opened on July 9, 2015. This service contract is being awarded in its entirety to the lowest responsive and responsible bidder.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*A Star Heat & Air, Inc.	418 Forest Gate Dr. Garland, TX 75042	\$ 829,617.00
H2O Plumbing, LLC	4041 W. Wheatland Rd. Suite 156-341 Dallas, TX 75237	\$ 847,910.00
Concept Facility Services	646 E. Highway 67 Duncanville, TX 75137	\$1,222,640.00

**OWNER**

**A Star Heat & Air, Inc.**

Eliseo Esparza, President

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

**PROJECT:** Authorize a three-year service contract for plumbing services at City facilities - A Star Heat & Air, Inc., lowest responsible bidder of three - Not to exceed \$829,617 - Financing: Current Funds (\$246,161), Water Utilities Current Funds (\$388,291), Sanitation Current Funds (\$91,716), Aviation Current Funds (\$43,260), Convention and Event Services Current Funds (\$42,100) and Stormwater Drainage Management Current Funds (\$18,089) (subject to annual appropriations)

A Star Heat & Air, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

**PROJECT CATEGORY:** Other Services

### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$829,617.00	100.00%
Total non-local contracts	\$0.00	0.00%
<b>TOTAL CONTRACT</b>	<b>\$829,617.00</b>	<b>100.00%</b>

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
A Star Heat & Air, Inc	HMDB20150Y0816	\$829,617.00	100.00%
<b>Total Minority - Local</b>		<b>\$829,617.00</b>	<b>100.00%</b>

#### Non-Local Contractors / Sub-Contractors

None

### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$829,617.00	100.00%	\$829,617.00	100.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
<b>Total</b>	<b>\$829,617.00</b>	<b>100.00%</b>	<b>\$829,617.00</b>	<b>100.00%</b>

October 14, 2015

**WHEREAS**, on June 13, 2012, City Council authorized a three-year service contract for plumbing services at City facilities by Resolution No. 12-1515;

**NOW, THEREFORE,**

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

**Section 1.** That the City Manager is authorized to execute a service contract with A Star Heat & Air, Inc. (VS0000068679) for plumbing services at City facilities for a term of three years in an amount not to exceed \$829,617.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to A Star Heat & Air, Inc., shall be based only on the amount of the services directed to be performed by the City and properly performed by A Star Heat & Air, Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$829,617.00 (subject to annual appropriations).

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

**AGENDA ITEM # 7**

**KEY FOCUS AREA:** Public Safety

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
Fire  
Park & Recreation  
Police  
Trinity Watershed Management  
Water Utilities

**CMO:** Jeanne Chipperfield, 670-7804  
Eric Campbell, 670-3255  
Mark McDaniel, 670-3256  
Willis Winters, 670-4071

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year service contract for boat and motor repairs – Tommy’s Mobile Boat & Motor Service, Inc. in the amount of \$208,154 and Triad Marine & Industrial Supply, Inc. in the amount of \$27,000, lowest responsible bidders of two – Total not to exceed \$235,154 – Financing: Current Funds (\$124,284), Water Utilities Current Funds (\$100,460) and Stormwater Drainage Management Current Funds (\$10,410) (subject to annual appropriations)

**BACKGROUND**

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

This service contract provides boat and motor repairs utilized by various departments throughout the City.

Fire-Rescue has nine hard bottom boats and fifteen inflatable boats. The hard bottom boats are used during emergency water rescues and special lake events in Dallas or suburban areas. The inflatable boats are utilized during local flooding, streams and confined water bodies. The inflatable style boat can be disassembled so that they can be easily stored and transported to water when needed. These boats are used on an as needed basis and need to be in prime condition to ensure a timely response.

## **BACKGROUND (Continued)**

These services are also used by Water Utilities to monitor the watershed and quality of raw water supply to water purification plants. These boats provide access to area reservoirs such as:

- Lake Ray Hubbard
- Lake Ray Roberts
- Lake Tawakoni

Water Utilities uses these boats to respond to contain spills that may occur from traffic accidents on highways and bridges when roads are inaccessible.

This agreement is also used by Police to patrol the lakes for safety and rescue operations, as well as Trinity Watershed Management to remove debris from creeks, channels and the floodway throughout the City

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 177 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council - Southwest, to ensure maximum vendor outreach.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

## **FISCAL INFORMATION**

\$124,284.00 - Current Funds (subject to annual appropriations)

\$100,460.00 - Water Utilities Current Funds (subject to annual appropriations)

\$ 10,410.00 - Stormwater Drainage Management Current Funds (subject to annual appropriations)

**M/WBE INFORMATION**

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

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

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

**ETHNIC COMPOSITION**

Tommy’s Mobile Boat & Motor Service, Inc.

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

Triad Marine & Industrial Supply, Inc.

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

**BID INFORMATION**

The following bids were received from solicitation number BX1520 and were opened on May 14, 2015. This service contract is being awarded to the lowest responsive and responsible bidders by group.

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Tommy’s Mobile Boat & Motor Service, Inc.	2315 Hwy. 276 Rockwall, TX 75032	Multiple Groups
*Triad Marine & Industrial Supply, Inc.	1155 FM 518 Rd. Kemah, TX 77565	Multiple Groups

## **OWNERS**

### **Tommy's Mobile Boat & Motor Service, Inc.**

Tommy Yetts, President  
Sylvia Y. Yetts, Vice President

### **Triad Marine & Industrial Supply, Inc.**

John M Goforth, President  
Tina L. Miller, Vice President

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

**PROJECT:** Authorize a three-year service contract for boat and motor repairs – Tommy’s Mobile Boat & Motor Service, Inc. in the amount of \$208,154 and Triad Marine & Industrial Supply, Inc. in the amount of \$27,000, lowest responsible bidders of two – Total not to exceed \$235,154 – Financing: Current Funds (\$124,284), Water Utilities Current Funds (\$100,460) and Stormwater Drainage Management Current Funds (\$10,410) (subject to annual appropriations)

Tommy's Mobile Boat & Motor Service, Inc. and Triad Marine & Industrial Supply, Inc. are non-local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

**PROJECT CATEGORY:** Other Services

### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$235,154.00	100.00%
<b>TOTAL CONTRACT</b>	<b>\$235,154.00</b>	<b>100.00%</b>

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

None

#### Non-Local Contractors / Sub-Contractors

None

### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%



October 14, 2015

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

**Section 1.** That the City Manager is authorized to execute a service contract with Tommy's Mobile Boat & Motor Service, Inc. (VS0000034191) in the amount of \$208,154.00 and Triad Marine & Industrial Supply, Inc. (357118) in the amount of \$27,000.00 for boat and motor repairs for a term of three years in a total amount not to exceed \$235,154.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Tommy's Mobile Boat & Motor Service, Inc. and Triad Marine & Industrial Supply, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Tommy's Mobile Boat & Motor Service, Inc. and Triad Marine & Industrial Supply, Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$235,154.00 (subject to annual appropriations).

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

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** 14

**DEPARTMENT:** Business Development & Procurement Services  
Aviation

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

**MAPSCO:** 34E

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**SUBJECT**

Authorize a five-year service contract for preventative maintenance, parts and repair for the central utility plant at Love Field airport – Trane U.S., Inc., most advantageous proposer of three - Not to exceed \$2,313,720 - Financing: Aviation Current Funds (subject to annual appropriations)

**BACKGROUND**

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

The purpose of this service contract is to provide preventative maintenance, parts and repair for the central utility plant at Love Field airport. The central utility plant supplies chilled water, heating, humidification and emergency back-up utilities for Love Field. Having this system working at optimal operational level maintains equipment efficiencies and minimizes the need for costly repairs. This service contract will provide all materials, labor and equipment necessary to perform scheduled inspections, preventive maintenance, parts and repairs as required by the equipment manufacturer to ensure efficient continuous operation.

The following are examples of equipment to be maintained through this service contract:

- Air compressors
- Air drier system
- Centrifugal chillers
- Expansion tanks
- Solid material separator
- Cooling towers
- Boilers

**BACKGROUND (Continued)**

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

- Equipment & Building Services (1)
- Aviation (2)
- Convention and Event Services (1)
- Business Development and Procurement Services (2)\*

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

The successful proposer was selected by the committee on the basis of the following criteria:

- Cost 45%
- Qualifications and Experience 30%
- Business Inclusion and Development Plan 15%
- Training 10%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,529 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

On May 23, 2012, City Council authorized a four-year service contract for inspections and preventative maintenance for all central utility plant equipment at Love Field Airport by Resolution No. 12-1369.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

**FISCAL INFORMATION**

\$2,313,720.00 - Aviation Current Funds (subject to annual appropriations)

## **M/WBE INFORMATION**

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

1,529 - M/WBE and Non-M/WBE vendors were contacted

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

## **ETHNIC COMPOSITION**

Trane U.S., Inc.

White Male	215	White Female	38
Black Male	5	Black Female	5
Hispanic Male	8	Hispanic Female	4
Other Male	0	Other Female	0

## **PROPOSAL INFORMATION**

The following proposals were received from solicitation number BFZ1504 and were opened on March 5, 2015. This service contract is being awarded in its entirety to the most advantageous proposer.

\*Denotes successful proposer

*Trane U.S., Inc.	1400 Valwood Pkwy. Suite #100 Carrollton, TX 75006	85%	\$2,313,720.00
The Brandt Companies, LLC	1728 Briercroft Court Carrollton, TX 75006	82%	\$2,393,556.00
TDIndustries, Inc.	13850 Diplomat Drive Dallas, TX 75234	36%	\$3,188,178.00

**OWNER**

**Trane U.S., Inc.**

David Regnery, President  
Dane Taival, Vice President  
Angel Shelton, Secretary  
Janet Pfeffier, Treasurer

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

**PROJECT:** Authorize a five-year service contract for preventative maintenance, parts and repair for the central utility plant at Love Field airport – Trane U.S., Inc., most advantageous proposer of three - Not to exceed \$2,313,720 - Financing: Aviation Current Funds (subject to annual appropriations)

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

**PROJECT CATEGORY:** Other Services

### **LOCAL/NON-LOCAL CONTRACT SUMMARY**

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$2,313,720.00	100.00%
Total non-local contracts	\$0.00	0.00%
<b>TOTAL CONTRACT</b>	<b>\$2,313,720.00</b>	<b>100.00%</b>

### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

#### **Local Contractors / Sub-Contractors**

None

#### **Non-Local Contractors / Sub-Contractors**

None

### **TOTAL M/WBE CONTRACT PARTICIPATION**

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>

October 14, 2015

**WHEREAS**, on May 23, 2012, City Council authorized a four-year service contract for inspections and preventative maintenance for all central utility plant equipment at Love Field Airport by Resolution No. 12-1369; and,

**WHEREAS**, on June 3, 2014, Administrative Action No. 14-5969 authorized supplemental agreement no. 1 to the service contract to increase funds in an amount not to exceed \$49,866.50, increasing the service contract amount from \$199,466.00 to \$249,332.50;

**NOW, THEREFORE,**

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

**Section 1.** That the City Manager is authorized to execute a service contract with Trane U.S., Inc. (192154) for preventative maintenance, parts and repair for the central utility plant at Love Field airport for a term of five years in an amount not to exceed \$2,313,720.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Trane U.S., Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Trane U.S., Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,313,720.00 (subject to annual appropriations).

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

## AGENDA ITEM # 9

<b>KEY FOCUS AREA:</b>	E-Gov
<b>AGENDA DATE:</b>	October 14, 2015
<b>COUNCIL DISTRICT(S):</b>	All
<b>DEPARTMENT:</b>	Business Development & Procurement Services Office of Cultural Affairs
<b>CMO:</b>	Jeanne Chipperfield, 670-7804 Joey Zapata, 670-1204
<b>MAPSCO:</b>	N/A

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### SUBJECT

Authorize the purchase of a broadcast transmitter and related equipment for WRR radio station - Nautel Maine, Inc., lowest responsible bidder of two - Not to exceed \$178,936 - Financing: WRR Capital Construction Funds

### BACKGROUND

This action will allow for the purchase of a new broadcast transmitter and related equipment. This new broadcast transmitter is needed to replace an existing unit at the main antenna site in Cedar Hill. The transmitter being replaced is over ten years old and has reached its end of service life.

Replacing this unit now will allow WRR to continue to provide reliable, high quality FM and high definition (HD) signals over WRR's large coverage area and expand the number of HD channels WRR operates. WRR intends to lease two of the four available HD channels to other, non-competing radio stations for a potential \$100,000 to \$120,000 annual revenue.

This new broadcast transmitter also has built in redundancy in the event of a malfunction or preventative maintenance. This redundancy helps ensure WRR and their HD leases stays on air 100% of the time.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 222 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council - Southwest, to ensure maximum vendor outreach.



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

Information about this item will be provided to the Budget, Finance & Audit Committee on October 5, 2015.

**FISCAL INFORMATION**

\$178,935.79 - WRR Capital Construction Funds

**M/WBE INFORMATION**

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

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

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

**ETHNIC COMPOSITION**

Nautel Maine, Inc.

White Male	27	White Female	11
Black Male	1	Black Female	0
Hispanic Male	2	Hispanic Female	0
Other Male	0	Other Female	0

**BID INFORMATION**

The following bids were received from solicitation number BH1519 and were opened on August 20, 2015. This purchase is being awarded in its entirety to the lowest responsive and responsible bidder.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*Nautel Maine, Inc.	201 Target Industrial Circle Bangor, MN 04401	\$178,935.79

**BID INFORMATION (Continued)**

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
GBS-Giesler Broadcasting Supply, Inc.	P.O. Box 416 Alvin, TX 77512	\$211,599.00

**OWNER**

**Nautel Maine, Inc.**

Kevin Rodgers, President  
Darlene Fowlor, Secretary

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize the purchase of a broadcast transmitter and related equipment for WRR radio station - Nautel Maine, Inc., lowest responsible bidder of two - Not to exceed \$178,936 - Financing: WRR Capital Construction Funds

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

**PROJECT CATEGORY:** Goods

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### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$178,935.79	100.00%
<b>TOTAL CONTRACT</b>	<b>\$178,935.79</b>	<b>100.00%</b>

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

None

#### Non-Local Contractors / Sub-Contractors

None

### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>

October 14, 2015

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

**Section 1.** That the purchase of a broadcast transmitter and related equipment for WRR radio station is authorized with Nautel Maine, Inc. (VS88915) in an amount not to exceed \$178,935.79.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for a broadcast transmitter and related equipment for WRR radio station. If a formal contract is required for this purchase instead of a purchase order, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$178,935.79:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Object</u>	<u>Amount</u>	<u>Encumbrance</u>
0152	OCA	6125	4760	\$178,935.79	POOCA00000120983

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

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
Aviation  
Public Works Department  
Park & Recreation  
Trinity Watershed Management  
Water Utilities

**CMO:** Jeanne Chipperfield, 670-7804  
Ryan S. Evans, 671-9837  
Jill A. Jordan, P.E., 670-5299  
Willis Winters, 670-4071  
Mark McDaniel, 670-3256

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year master agreement for reprographic printing - Thomas Reprographics dba Thomas Printworks, lowest responsible bidder of four - Not to exceed \$1,354,746 - Financing: Current Funds (\$1,305,670), Water Utilities Current Funds (\$25,907), Stormwater Drainage Management Current Funds (\$12,288) and Aviation Current Funds (\$10,882)

**BACKGROUND**

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

This master agreement will provide reprographic printing on an “on-call” basis, which is commonly used for large format printing such as blueprints and engineering drawings for the architectural, engineering and construction industries. Reproductions can be made from the same size or smaller/larger hard copy originals. Prints can be computer generated from CADD (computer aided design and drafting) files or from a variety of desktop publishing and design software packages.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 872 email bid notifications to vendors registered under respective commodities.

**BACKGROUND (Continued)**

To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council - Southwest, to ensure maximum vendor outreach.

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

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

**FISCAL INFORMATION**

- \$1,305,699.10 - Current Funds
- \$ 25,907.00 - Water Utilities Current Funds
- \$ 12,287.85 - Storm Water Drainage Management Current Funds
- \$ 10,882.00 - Aviation Current Funds

**M/WBE INFORMATION**

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

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

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

**ETHNIC COMPOSITION**

Thomas Reprographics dba Thomas Printworks

White Male	33	White Female	9
Black Male	10	Black Female	0
Hispanic Male	17	Hispanic Female	2
Other Male	1	Other Female	0

## **BID INFORMATION**

The following bids were received from solicitation number BX1511 and were opened on June 18, 2015. This master agreement is being awarded in its entirety to the lowest responsive and responsible bidder.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
Thomas Reprographics dba Thomas Printworks	600 N. Central Expressway Richardson, TX 75080	\$1,354,745.95
ARC Document Solutions	4200 Spring Valley Road Farmers Branch, TX 75244	\$1,362,962.00
PrintChaps, Inc.	305 E. FM 544 Suite 908 Murphy, TX 75094	\$2,110,074.83
Lawton Reprographics	14305 Inwood Road Dallas, TX 75244	Non-Responsive**

\*\*Lawton Reprographics was deemed non-responsive due to not meeting specifications.

## **OWNER**

### **Thomas Reprographics dba Thomas Printworks**

Bryan Thomas, President  
Brianna Thomas Long, Vice President

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize a three-year master agreement for reprographic printing - Thomas Reprographics dba Thomas Printworks, lowest responsible bidder of four - Not to exceed \$1,354,746 - Financing: Current Funds (\$1,305,670), Water Utilities Current Funds (\$25,907), Stormwater Drainage Management Current Funds (\$12,288) and Aviation Current Funds (\$10,882)

Thomas Reprographics dba Thomas Printworks is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

**PROJECT CATEGORY:** Goods

### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$1,354,745.95	100.00%
Total non-local contracts	\$0.00	0.00%
<b>TOTAL CONTRACT</b>	<b>\$1,354,745.95</b>	<b>100.00%</b>

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

None

#### Non-Local Contractors / Sub-Contractors

None

### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$0.00</u>	<u>0.00%</u>	<u>\$0.00</u>	<u>0.00%</u>



October 14, 2015

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

**Section 1.** That a master agreement for the purchase of reprographic printing is authorized with Thomas Reprographics dba Thomas Printworks (007564) for a term of three years in an amount not to exceed \$1,354,745.95.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for reprographic printing. If a written contract is required or requested for any or all purchases of reprographic printing under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$1,354,745.95.

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

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
Aviation  
Convention and Event Services  
Housing/Community Services  
Sanitation Services  
Trinity Watershed Management  
Water Utilities

**CMO:** Jeanne Chipperfield, 670-7804  
Ryan S. Evans, 671-9837  
A. C. Gonzalez, 670-3297  
Joey Zapata, 670-3009  
Mark McDaniel, 670-3256

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year master agreement for lumber and building materials - Craddock Lumber Company in the amount of \$1,833,247, Big D Lumber Company in the amount of \$276,950 and Simba Industries in the amount of \$8,760, lowest responsible bidders of four - Total not to exceed \$2,118,957 - Financing: Current Funds (\$1,185,533), 2015-16 Community Development Block Grant Funds (\$392,752), Aviation Current Funds (\$181,423), Water Utilities Current Funds (\$169,738), Stormwater Drainage Management Current Funds (\$100,758), Convention and Event Services Current Funds (\$79,124) and Sanitation Current Funds (\$9,629)

**BACKGROUND**

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

This master agreement will allow for the purchase of lumber and building materials to be used throughout the City. These materials will be used to repair City facilities, secure vacant structures for Code Compliance, provide shoring for Water Utilities repairs and to lay forms for sidewalks and street repairs.

These materials will also be used in minor home repair for low-income, elderly and disabled City homeowners through People Helping People, a Housing/Community Services Department program.

## **BACKGROUND (Continued)**

This solicitation was structured in a manner which required bidders to submit a response using both unit pricing and a percent markup from an industry index.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,142 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council - Southwest, to ensure maximum vendor outreach.

## **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On May 23, 2012, City Council authorized a two-year master agreement for lumber, plywood, sheetrock and building materials by Resolution No. 12-1373.

On October 10, 2012, City Council authorized a two-year master agreement for building materials and supplies by Resolution No. 12-2516.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

## **FISCAL INFORMATION**

\$1,185,533.03 - Current Funds  
\$ 392,751.60 - 2015-16 Community Development Block Grant Funds  
\$ 181,422.39 - Aviation Current Funds  
\$ 169,738.19 - Water Utilities Current Funds  
\$ 100,757.95 - Stormwater Drainage Management Current Funds  
\$ 79,124.14 - Convention and Event Services Current Funds  
\$ 9,629.00 - Sanitation Current Funds

## **M/WBE INFORMATION**

220 - Vendors contacted  
219 - No response  
    1 - Response (Bid)  
    0 - Response (No Bid)  
    1 - Successful

1,142 M/WBE and Non-M/WBE vendors were contacted

**M/WBE INFORMATION (Continued)**

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

**ETHNIC COMPOSITION**

**Craddock Lumber Company**

White Male	4	White Female	2
Black Male	7	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

**Big D Lumber Company**

White Male	10	White Female	1
Black Male	0	Black Female	0
Hispanic Male	5	Hispanic Female	1
Other Male	0	Other Female	0

**Simba Industries**

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

**BID INFORMATION**

The following bids were received from solicitation number BX1502 and were opened on March 5, 2015. This master agreement is being awarded to the lowest responsive and responsible bidders by groups. Information related to this solicitation is available upon request.

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Craddock Lumber Company	5422 Harry Hines Boulevard Dallas, TX 75235	Multiple Groups
*Big D Lumber Company	301 S. Interurban Street Richardson, TX 75081	Multiple Groups

**BID INFORMATION (Continued)**

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Simba Industries	753 Port America Place Garland, TX 76051	Multiple Groups
All American Poly	40 Turner Place Piscataway, NJ 08854	Non-Responsive**

\*\*All American Poly was deemed non-responsive due to not meeting specifications.

**OWNERS**

**Craddock Lumber Company**

Marcello Guercini, President

**Big D Lumber Company**

Ralph Block, President

**Simba Industries**

Vickie L. Kasten, President

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize a three-year master agreement for lumber and building materials - Craddock Lumber Company in the amount of \$1,833,247, Big D Lumber Company in the amount of \$276,950 and Simba Industries in the amount of \$8,760, lowest responsible bidders of four - Total not to exceed \$2,118,957 - Financing: Current Funds (\$1,185,533), 2015-16 Community Development Block Grant Funds (\$392,752), Aviation Current Funds (\$181,423), Water Utilities Current Funds (\$169,738), Stormwater Drainage Management Current Funds (\$100,758), Convention and Event Services Current Funds (\$79,124) and Sanitation Current Funds (\$9,629)

Craddock Lumber Company and Big D Lumber Company are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces. Simba Industries is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

**PROJECT CATEGORY:** Goods

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### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$2,118,956.30	100.00%
Total non-local contracts	\$0.00	0.00%
<b>TOTAL CONTRACT</b>	<b>\$2,118,956.30</b>	<b>100.00%</b>

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Simba Industries	WFWB62220N0616	\$8,760.00	0.41%
<b>Total Minority - Local</b>		<b>\$8,760.00</b>	<b>0.41%</b>

#### Non-Local Contractors / Sub-Contractors

None

**TOTAL M/WBE CONTRACT PARTICIPATION**

	<b><u>Local</u></b>	<b><u>Percent</u></b>	<b><u>Local &amp; Non-Local</u></b>	<b><u>Percent</u></b>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$8,760.00	0.41%	\$8,760.00	0.41%
Total	\$8,760.00	0.41%	\$8,760.00	0.41%

October 14, 2015

**WHEREAS**, on May 23, 2012, City Council authorized a two-year master agreement for lumber, plywood, sheetrock and building materials by Resolution No. 12-1373; and,

**WHEREAS**, on October 10, 2012, City Council authorized a two-year master agreement for building materials and supplies by Resolution No. 12-2516;

**NOW, THEREFORE,**

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

**Section 1.** That a master agreement for the purchase of lumber and building materials is authorized with Craddock Lumber Company (032038) in the amount of \$1,833,247.03, Big D Lumber Company (VS0000018918) in the amount of \$276,949.27 and Simba Industries (519720) in the amount of \$8,760.00 for a term of three years in a total amount not to exceed \$2,118,956.30.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for lumber and building materials. If a written contract is required or requested for any or all purchases of lumber and building materials under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,118,956.30.

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



**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** N/A

**DEPARTMENT:** Office of Financial Services  
Communication and Information Services  
Office of Economic Development  
Water Utilities

**CMO:** Jeanne Chipperfield, 670-7804  
Mark McDaniel, 670-3256  
Ryan S. Evans, 671-9837

**MAPSCO:** N/A

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**SUBJECT**

Authorize payment of annual membership fees and continuation of arrangements for providing specialized municipal-related services to Gartner, Inc. (IT Executives and Leaders) in the amount of \$121,089, North Central Texas Council of Governments in the amount of \$124,427, North Texas Commission in the amount of \$93,320, Oncor Cities Steering Committee in the amount of \$160,169, Texas Coalition of Cities For Utility Issues in the amount of \$51,243, Texas Municipal League in the amount of \$51,947, Water Environment Research Foundation in the amount of \$80,820, and Water Research Foundation in the amount of \$243,998 - Total not to exceed \$927,013 - Financing: Current Funds (\$602,195) and Water Utilities Current Funds (\$324,818)

**BACKGROUND**

Arrangements with these professional organizations provide the City of Dallas an avenue for greater communication and cooperation with other municipalities and government entities, access to research and information of benefit to the City, as well as providing consultation with other agencies on the needs of the region, state and nation.

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

Information about this item will be provided to the Budget, Finance and Audit Committee on October 5, 2015.

**FISCAL INFORMATION**

Current Funds - \$602,195.00  
Water Utilities Current Funds - \$324,818.00

## **ETHNIC COMPOSITION**

### **Gartner, Inc. (IT Executives and Leaders)**

Hispanic Female	125	Hispanic Male	105
Black Female	85	Black Male	61
White Female	1463	White Male	2091
Other Female	152	Other Male	208

### **North Central Texas Council of Governments**

Hispanic Female	22	Hispanic Male	7
Black Female	34	Black Male	6
White Female	123	White Male	91
Other Female	15	Other Male	16

### **North Texas Commission**

Hispanic Female	5	Hispanic Male	10
Black Female	3	Black Male	3
White Female	26	White Male	64
Other Female	2	Other Male	1

### **Oncor Cities Steering Committee**

Ethnic Composition not available - staffed by volunteers

### **Texas Coalition of Cities For Utility Issues**

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

### **Texas Municipal League**

Hispanic Female	1	Hispanic Male	1
Black Female	2	Black Male	0
White Female	20	White Male	7
Other Female	0	Other Male	0

**ETHNIC COMPOSITION** (Continued)

Water Environment Research Foundation

Hispanic Female	0	Hispanic Male	0
Black Female	2	Black Male	0
White Female	15	White Male	9
Other Female	1	Other Male	1

Water Research Foundation

Hispanic Female	3	Hispanic Male	1
Black Female	1	Black Male	0
White Female	23	White Male	10
Other Female	0	Other Male	1

October 14, 2015

**WHEREAS**, arrangements with professional organizations provide the City of Dallas access to research and information of benefit to the City, enhanced communication with other municipalities, opportunities for information exchange and professional development, as well as effective lobbying on matters of municipal interest; and

**WHEREAS**, the City of Dallas continues to benefit through its relationships with these professional organizations;

**Now, Therefore,**

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

**Section 1.** That the City of Dallas continue arrangements with the organizations listed below for fiscal year 2015-16 for the annual fees specified.

**Section 2.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$121,089.00 from Fund 0198, Dept. DSV, Unit 1664, Object 3340, Encumbrance CT DSV16GARTNER, Vendor No. VS0000018090, for payment of annual fees to Gartner, Inc. (IT Executives and Leaders).

**Section 3.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$124,427.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1601 Vendor No. 265554, for payment of annual fees to and for the North Central Texas Council of Governments.

**Section 4.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$51,947.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1602, Vendor 079714, for payment of annual fees to and for the Texas Municipal League.

**Section 5.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$160,169.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1603 Vendor No. 264729, for payment of annual fees to and for the Oncor Cities Steering Committee.

**Section 6.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$51,243.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1604 Vendor 354776, for payment of annual fees to and for the Texas Coalition of Cities for Utility Issues.

**Section 7.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$243,998.00 from Fund 0100, Dept. DWU, Unit 7015, Object 3340, Encumbrance CT DWU7015A1600, Vendor No. VC0000008752, for payment of annual fees to and for the Water Research Foundation.

October 14, 2015

**Section 8.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$80,820.00 from Fund 0100, Dept. DWU, Unit 7015, Object 3340, Encumbrance CT DWU7015A1601, Vendor No. 333952, for payment of annual fees to and for the Water Environment Research Foundation.

**Section 9.** That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$93,320.00 from Fund 0001, Dept. ECO, Unit 1164, Object 3340 Encumbrance CT ECO161164K053, Vendor No. 193362, for payment of annual fees to and for the North Texas Commission.

**Section 10.** That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

# Memorandum



CITY OF DALLAS

DATE October 2, 2015

TO The Honorable Mayor and Members of the City Council

SUBJECT October 14, 2015 Agenda Item – City Memberships

The October 14, 2015 City Council agenda includes an item that authorizes payment of annual membership fees (in amounts of \$50,000 or more) and continuation of arrangements for receiving specialized municipal-related services.

Attached for your information is a brief synopsis describing the purpose of each of the memberships included in the agenda item.

Please let me know if you need additional information.

  
Jeanne Chipperfield  
Chief Financial Officer

## Attachment

c: A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager

Eric D. Campbell, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Mark McDaniel, Assistant City Manager  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager

## **Description of City Memberships**

### **Gartner, Incorporated (\$121,089 – Current Funds)**

Gartner for IT Leaders and Executives is an executive assistance and mentoring program that provides access to leading technology analysts and research that provides insight and interpretation into continuous improvement strategies for IT organizations. This membership includes an experienced ex-CIO to serve as an advisor and coach that will work closely with City management about IT initiatives, best practices, latest industry trends, emerging technologies, IT metrics for measuring alignment with peers, staffing and investment levels, IT governance, and support with strategic planning. Gartner, Inc. provides unlimited access to over 1,200 IT analysts, research data, peer connections, workshops for strategic IT planning, briefings, events, and access to Gartner's Compensation Study, which reviews IT positions reported by approximately 2,000 organizations.

### **North Central Texas Council of Governments (\$124,427 – Current Funds)**

North Central Texas Council of Governments (COG) services its member governments and the region in a variety of ways, including comprehensive regional planning in transportation, environmental resources and human services. The COG aggressively works to strengthen ties with state and federal agencies and has become an information resource for regional and local economic development efforts. Members of the Dallas City Council serve in leadership roles on the NCTGOC executive board and committees.

### **North Texas Commission (\$93,320 – Current Funds)**

The North Texas Commission (NTC) is a regional non-profit team of businesses, cities, counties, chambers of commerce, economic development entities and higher education institutions in the North Texas Region. NTC leads and coordinates the building of regional alliances to support key initiatives. NTC has active programs in areas such as aviation, transportation, environment, and long-range strategies and participates in many regional alliances and coalitions. NTC works to improve and promote the economic prosperity and quality of life of the Dallas/Fort Worth Metroplex by seeking solutions to regional issues and identifying key opportunities that will enhance the North Texas Region.

### **Oncor Cities Steering Committee (\$160,169 – Current Funds)**

The Oncor Cities Steering Committee was created to provide a means for cities in the Oncor service area to pool their resources and prevent duplication of effort while participating in electric utility rate proceedings before the Public Utility Commission. The City of Dallas participated with this committee in the 1990, 1993, 2008 and 2011 rate cases. The City also participated with this Committee in the various regulatory proceedings relating to SB 7 and electric deregulation. As a result of the Oncor Cities Steering Committee's activities, Oncor agreed to make settlement payments to the cities beginning in 2005 and to fund "beneficial public use" payments through the cities for the benefit of the city's ratepayers. The City of Dallas received in excess of \$17.1 million as a result of that settlement agreement. The Oncor Cities Steering Committee is actively involved in rate cases, appeals, rulemakings, and legislative efforts impacting the rates charged by Oncor Electric Delivery (formerly known as TXU Electric Delivery) within the City. The Oncor Cities Steering Committee is actively pursuing the appeal of Oncor's previous rate case, Docket

#35717, in which the Commission reduced franchise fees paid to cities. The current annual assessment for the City of Dallas is based on \$0.125 per capita.

Texas Coalition of Cities For Utility Issues (\$51,243 – Current Funds)

The Texas Coalition of Cities For Utility Issues was organized in 1996 to (a) collect, analyze, discuss and distribute information on utility related matters; (b) participate and develop positions in utility regulatory body rulemaking dockets and on bills proposed in the legislature relating to utility matters; and (c) work cooperatively on matters relating to utility franchises and fee issues.

Texas Municipal League (\$51,947 – Current Funds)

The purpose of the Texas Municipal League is “to render services which individual cities have neither time, money or strength to do alone.” In practice, this objective translates into several functions that specifically benefit Texas cities. These functions include: representing cities’ interests at the state and federal levels; conducting a wide variety of training sessions and conferences; maintaining the most comprehensive file of city government information in the state; publishing a wide variety of documents; providing legal and technical information on all aspects of city government; serving as the forum for molding the diverse views of the city officials into coherent statewide policies; and operating two group risk pool programs that produce dollar savings for TML members cities.

Water Environment Research Foundation (WERF) (\$80,820 – Water Utilities Current Funds)

WERF is dedicated to advancing science and technology, addressing water quality issues as they impact water resources, the atmosphere, the land, and the quality of life. WERF provides information to DWU improving the water environment and protecting human health by making available reliable scientific and innovative technologies for improved management of DWU’s water resources.

Water Research Foundation (formerly American Water Works Association Research Foundation) (\$243,998 – Current Funds)

Water Research Foundation (WRF) is an international nonprofit scientific and educational society dedicated to the improvement of drinking water quality and supply. The Research Foundation conducts numerous research studies to enhance the improvement of drinking water and then provides the results to its members. Dallas Water Utilities (DWU) is required annually to submit a water quality report to its customers. WRF is recognized as the authoritative resource for knowledge, information, and advocacy to improve the quality and supply of drinking water in North America and beyond. WRF provides research information to help DWU maintain the high quality of water provided to the citizens of Dallas and surrounding communities.



**KEY FOCUS AREA:** Economic Vibrancy

**AGENDA DATE:** October 14, 2015

**COUNCIL DISTRICT(S):** 2

**DEPARTMENT:** Public Works Department  
Convention and Event Services

**CMO:** Jill A. Jordan, P.E., 670-5299  
Ryan S. Evans, 671-9837

**MAPSCO:** 45P

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**SUBJECT**

Authorize Supplemental Agreement No. 1 to the contract with Campos Engineering, Inc. for additional engineering services for renovation of the east kitchen at the Kay Bailey Hutchison Convention Center Dallas located at 650 South Griffin Street - Not to exceed \$88,500, from \$49,950 to \$138,450 - Financing: 2009 Convention Center Revenue Bonds

**BACKGROUND**

On October 6, 2014 Administrative Action No. 14-6841 authorized a professional services contract with Campos Engineering, Inc. to provide engineering services for the replacement of the east kitchen exhaust system at the Kay Bailey Hutchison Convention Center Dallas. This action will allow Campos Engineering, Inc. to provide engineering services for the renovation of the east kitchen at the Kay Bailey Hutchison Convention Center Dallas. The east kitchen requires updating to meet the increasing demand on food services, and updated code, health, and safety requirements.

The Convention Center food and beverage revenues have increased from \$8.7M in 2010 to an estimated \$10.3M for 2015. Estimated sales for 2016, based on the current event booking schedule, will exceed \$11M, with 2017 estimated to continue that growth to exceed \$13M. Catering and concession sales account for 90% of Convention Center food and beverage revenues. A new design is needed to service the planned major building-wide catering/concession events through 2019, which the current kitchen cannot do.

**BACKGROUND** (Continued)

The east kitchen, completed in the 1950's, serves as the primary source for the preparation, cooking, and serving of food throughout the facility. The kitchen has not had a significant upgrade and operates with many pieces of original kitchen equipment, infrastructure, and a design that lacks modern features. Over the intervening years, codes have changed and kitchen equipment has improved leading to better efficiency and safety. With a new design, the kitchen will meet today's code, health, and safety requirements.

The improvement efforts began with the completion of a design by Campos Engineering for improvements to the kitchen ventilation system. It is now desirable to continue and complete the design of the kitchen improvements so that the food service demands, code, health, and safety requirements can be met.

**ESTIMATED SCHEDULE OF PROJECT**

Begin Design	September 2015
Complete Design	January 2016

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

Information about this item will be briefed to the Budget, Finance and Audit Committee on October 5, 2015 .

**FISCAL INFORMATION**

2009 Convention Center Revenue Bonds - \$88,500

**M/WBE INFORMATION**

See attached.

**ETHNIC COMPOSITION**

Campos Engineering, Inc.

Hispanic Female	0	Hispanic Male	10
African-American Female	1	African-American Male	2
Other Female	2	Other Male	4
White Female	5	White Male	34

**OWNER**

**Campos Engineering, Inc.**

William Kumpf, Vice President

**MAP**

Attached.

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

**PROJECT:** Authorize Supplemental Agreement No. 1 to the contract with Campos Engineering, Inc. for additional engineering services for renovation of the east kitchen at the Kay Bailey Hutchison Convention Center Dallas located at 650 South Griffin Street - Not to exceed \$88,500, from \$49,950 to \$138,450 - Financing: 2009 Convention Center Revenue Bonds

Campos Engineering, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractors.

**PROJECT CATEGORY:** Architecture & Engineering

### **LOCAL/NON-LOCAL CONTRACT SUMMARY - THIS ACTION ONLY**

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$88,500.00	100.00%
Non-local contracts	\$0.00	0.00%
<b>TOTAL THIS ACTION</b>	<b>\$88,500.00</b>	<b>100.00%</b>

### **LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION**

#### **Local Contractors / Sub-Contractors**

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Campos Engineering	HMDB64625Y0316	\$62,500.00	70.62%
JQI	IMDB80158Y0716	\$26,000.00	29.38%
<b>Total Minority - Local</b>		<b>\$88,500.00</b>	<b>100.00%</b>

#### **Non-Local Contractors / Sub-Contractors**

None

### **TOTAL M/WBE PARTICIPATION**

	<u>This Action</u>		<u>Participation to Date</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$62,500.00	70.62%	\$92,450.00	66.78%
Asian American	\$26,000.00	29.38%	\$46,000.00	33.22%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
<b>Total</b>	<b>\$88,500.00</b>	<b>100.00%</b>	<b>\$138,450.00</b>	<b>100.00%</b>

October 14, 2015

**WHEREAS**, the Kay Bailey Hutchison Convention Center Dallas has completed projects to modernize and improve the Center and successfully secure an increasing quantity of future event bookings; and,

**WHEREAS**, the Kay Bailey Hutchison Convention Center Dallas event bookings include hospitality and food services that require the east kitchen to be upgraded to meet the growing demands for those services; and,

**WHEREAS**, on October 6, 2014, Administrative Action No. 14-6841 in the amount of \$49,950 authorized a professional services contract with Campos Engineering, Inc. to provide engineering services for ventilation improvements to the east kitchen; and,

**WHEREAS**, it is now desirable to authorize Supplemental Agreement No. 1 to the contract with Campos Engineering, Inc., to provide additional engineering services to complete the renovation of the east kitchen, in an amount not to exceed \$88,500, increasing the contract from \$49,950 to \$138,450.

**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 Supplemental Agreement No. 1 to the contract with Campos Engineering, Inc. to provide additional engineering services to complete the renovation of the east kitchen at the Kay Bailey Hutchison Convention Center Dallas, an amount not to exceed \$88,500, from \$49,950 to \$138,450, after it has been approved as to form by the City Attorney.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in accordance with the terms and conditions of the contracts from:

Fund 0568, Dept. CCT, Unit P505, Activity CCIM  
Object 4111, Program No. PBC00038, CT No. PBWC00038L0014  
Vendor No. 129578, in an amount not to exceed \$88,500.00

**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.