

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

RECEIVED

2015 SEP 18 PM 12:43

CITY CLERK BY
DALLAS, TEXAS

MONDAY, SEPTEMBER 21, 2015
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA
DALLAS, TEXAS 75201
1:00 P.M. – 2:30 P.M.

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

Call to Order

1. Consideration of Minutes from the September 8, 2015 Budget, Finance and Audit Committee meeting

BRIEFINGS

2. Municipal Equality Index Update
Cheryl Orr
Ethics and Diversity Officer, City Manager's Office
3. Clean Fleet Policy
Errick Thompson
Director, Equipment and Building Services
4. Discussion on September 18, 2015 Council Memo
Information on Residential Water Bill Increases
Jody Puckett
Director, Dallas Water Utilities

UPCOMING AGENDA ITEMS

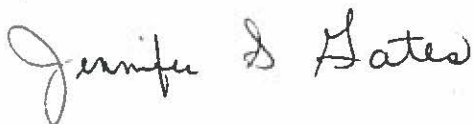
September 22, 2015 City Council Meeting

- A. Agenda Item #2: Authorize a one-year service contract for fuel island dispenser replacements - D&H United Fueling Solutions, Inc., lowest responsible bidder of three – Not to exceed \$180,202 - Financing: Current Funds (subject to appropriations)
- B. Agenda Item #3: Authorize a three-year service contract for maintenance and support of Orion Communications software applications - Orion Communications, Inc., sole source - Not to exceed \$462,747 - Financing: Current Funds (\$282,897) and Municipal Court Technology Funds (\$179,850) (subject to annual appropriations)
- C. Agenda Item #4: Authorize a five-year service contract for maintenance and support of the City's existing computer aided dispatch system – TriTech Software Systems, Inc., sole source – Not to exceed \$7,251,133 - Financing: Current Funds (subject to annual appropriations)

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

- D. Agenda Item #5: Authorize (1) an acquisition contract for the purchase and implementation of hardware and software for a council agenda system in the amount of \$171,140; and (2) a five-year service contract for maintenance and support for a council agenda system in the amount of \$49,000 - PROVOX Systems, Inc., most advantageous proposer of four - Total not to exceed \$220,140 - Financing: Current Funds (subject to annual appropriations)
- E. Agenda Item #7: Authorize a three-year subscription agreement, with two one-year renewal options, for a centralized risk claims management system - Origami Risk, LLC, most advantageous proposer of four - Not to exceed \$409,434 - Financing: Current Funds (subject to annual appropriations)
- F. Agenda Item #8: Authorize (1) the purchase of six ambulances - Southwest Ambulance Sales, LLC in the amount of \$1,282,558, seven pumpers and two aerial trucks - Metro Fire Apparatus Specialists, Inc. in the amount of \$5,960,357, two aircraft rescue and firefighting apparatus - DACO Fire Equipment, Inc. in the amount of \$1,935,342 and two mowers - Four Brothers Outdoor Power in the amount of \$43,000 through the Houston-Galveston Area Council of Governments; (2) the purchase of ten sport utility vehicles - Sam Pack's Five Star Ford in the amount of \$279,062, three dump trucks - Southwest International Trucks, Inc. in the amount of \$303,170, two tractors - Four Brothers Outdoor Power in the amount of \$102,000 and ten garbage trucks - Chastang Ford in the amount of \$1,985,505 through the Texas Association of School Boards; and (3) the purchase of one roll-off container truck - East Texas Mack Sales, LLC in the amount of \$164,813 through The Interlocal Purchasing System - Total not to exceed \$12,055,807 - Financing: Current Funds (\$3,850,295), Municipal Lease Agreement Funds (\$5,960,357), Aviation Capital Construction Funds (\$1,935,342) and Water Utilities Current Funds (\$309,813)
- G. Agenda Item #9: Authorize a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities – Shannon Chemical Corporation, lowest responsible bidder of four - Not to exceed \$6,034,625 - Financing: Water Utilities Current Funds
- H. Agenda Item #10: Authorize a three-year master agreement for ferrous sulfate and ferrous chloride – Pencco, Inc., lowest responsible bidder of three - Not to exceed \$6,731,640 - Financing: Water Utilities Current Funds
- I. Draft Addendum Item: Authorize (1) a three-year master agreement for the purchase of liquid polymer asphalt material – New Life Products and Equipment Company in the amount of \$1,072,500; and (2) the purchase of two liquid polymer asphalt dispensing machines – C & O Equipment Company in the amount of \$185,000, lowest responsible bidders of four – Total not to exceed \$1,257,500 – Financing: Current Funds

Adjourn



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

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

Budget, Finance & Audit Committee

Meeting Record- DRAFT

Meeting Date: September 8, 2015 **Convened:** 1:01 pm **Adjourned:** 1:22 pm

Committee Members Present:

| | | |
|--------------------------------|--------------------|-----------------|
| Jennifer S. Gates, Chair | Erik Wilson | Lee M. Kleinman |
| Philip T. Kingston, Vice-Chair | Rickey D. Callahan | |

Committee Members Absent:

Scott Griggs

Other Council Members Present:

N/A

Staff Present:

| | | | | |
|---------------------|--------------|------------------|-----------------|-------------------|
| Jeanne Chipperfield | Mike Frosch | Mark McDaniel | Robert Sims | Terry Lowery |
| Craig Kinton | Lance Sehorn | Corrine Steeger | Ayeh Powers | Zaida Basora |
| Edward Scott | Norman Seals | Rowena Zhang | Errick Thompson | Dawna Brown |
| Rick Galceran | Jing Xiao | Brittany Burrell | Yasmin Barnes | Filicia Hernandez |

Others Present:

N/A

AGENDA:

Call to Order

1. Consideration of the August 17, 2015 Minutes

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to approve the August 17, 2015 minutes. Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Lee M. Kleinman

2. Investment Policy Annual Review

Presenter(s): Corrine Steeger, Assistant Director, City Controller's Office

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015. Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

FYI:

3. July 2015 Financial Forecast Report

4. Quarterly Investment Report as of June 30, 2015

Budget, Finance & Audit Committee

Meeting Record- DRAFT

UPCOMING AGENDA ITEMS:

September 9, 2015 City Council Meeting

- A. Agenda Item #2: Authorize a three-year service contract for ambulance power stretchers service and repair - San Antonio Equipment Repair, Inc. dba EMSAR of Texas, only bidder - Not to exceed \$182,850 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- B. Agenda Item #3: Authorize a three-year service contract for chemical root control – Municipal Sales, Inc., lowest responsible bidder of two - Not to exceed \$900,500 - Financing: Water Utilities Capital Construction Funds (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- C. Agenda Item #4: Authorize a five-year service contract for pest control services at City facilities - Shamrock Pest Control, Inc. in the amount of \$734,924 and Pest Management of Texas, Inc. in the amount of \$75,000, lowest responsible bidders of six - Total not to exceed \$809,924 - Financing: Current Funds (\$704,810), Department of State Health Services Grant Funds (\$31,260), Aviation Current Funds (\$27,010), Water Utilities Current Funds (\$18,418), Sanitation Current Funds (\$14,440), Convention and Event Services Current Funds (\$9,620) and Stormwater Drainage Management Current Funds (\$4,366) (subject to annual appropriations)**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- D. Agenda Item #7: Authorize the purchase of a bio-solids distribution vehicle – Texarkana Tractor Company dba Nor-Tex Tractor, lowest responsible bidder of two – Not to exceed \$474,954 - Financing: Water Utilities Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

- E. Agenda Item #9: Authorize a three-year master agreement for the purchase of veterinary drugs and supplies – Butler Animal Health Holding Company, LLC in the amount of \$2,101,318 and A-S Medication Solutions, LLC in the amount of \$295,200, lowest responsible bidders of three - Total not to exceed \$2,396,518 - Financing: Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

Budget, Finance & Audit Committee

Meeting Record- DRAFT

- F. **Agenda Item #10: Authorize supplemental agreement no. 1 to decrease the contract with DQS, Inc. (previously referred to as UL DQS, Inc.) for accredited registrar services for the International Organization for Standardization 9001:2008, International Organization for Standardization 14001:2004 and the Occupational Health and Safety Assessment Series 18001:2007 - Not to exceed (\$241,466), from \$1,202,364 to \$960,898 - Financing: Current Funds**

A motion was made to forward to the City Council for consideration on Wednesday, September 9, 2015.
Motion passed unanimously.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

September 22, 2015 City Council Meeting

- G. **Addendum Item: 2015 Personnel Rule Amendments**

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015.
Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Philip T. Kingston

- H. **Addendum Item: Authorize the first renewal option of three to the Job Order Contract with (1) Kellogg Brown and Root, LLC, and METCO Engineering, Inc.**

A motion was made to forward to the City Council for consideration on Wednesday, September 22, 2015.
Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Philip T. Kingston

Adjourn

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

Memorandum



CITY OF DALLAS

DATE September 18, 2015

TO Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT Municipal Equality Index Update

On September 21, 2015 the Budget, Finance and Audit Committee will be briefed on the Municipal Equality Index Update. The briefing will be presented by Cheryl Orr, Ethics and Diversity Officer. The briefing materials are attached for your review.

Please let me know if you need additional information.

A handwritten signature in black ink, appearing to read 'A.C. Gonzalez', written over a set of horizontal lines.

A.C. Gonzalez
City Manager

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

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

Municipal Equality Index Update

Budget, Finance and Audit Committee
September 21, 2015

Cheryl D. Orr, Ethics and Diversity Officer



Purpose

- To update BF&A on progress towards achieving 100 points on the Municipal Equality Index (MEI)

Sponsored by the
Human Rights Campaign



Human Rights Campaign

- Vision: The largest civil rights/advocacy organization working to achieve equality for lesbian, gay, bisexual and transgender Americans
- The Human Rights Campaign represents a force of more than 1.5 million members and supporters nationwide — all committed to making HRC's vision a reality
- Sponsors the Municipal Equality Index (MEI)
A ranking of how inclusive City policies, laws and services are toward the LGBT community.

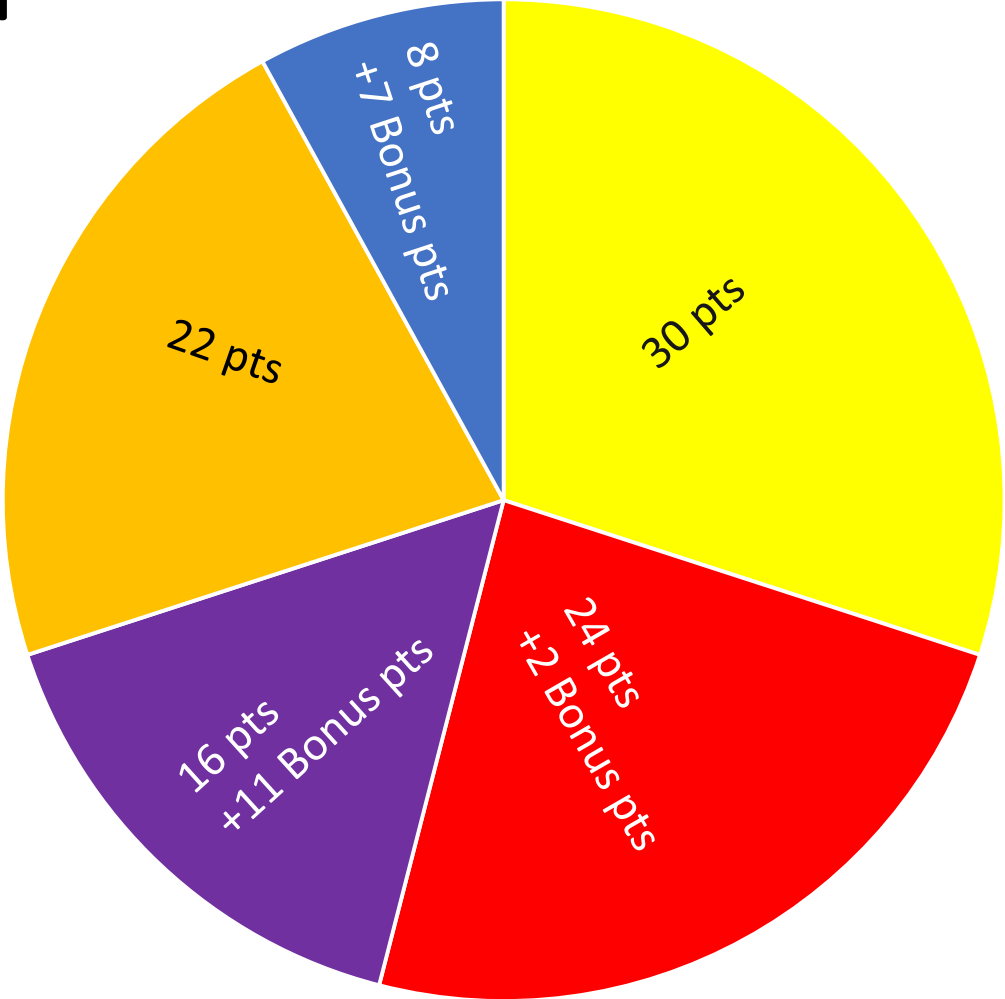


HUMAN
RIGHTS
CAMPAIGN®

Background

- A briefing to BF&A was held on February 18, 2014 introducing the Municipal Equality Index (MEI) and its scoring
- Update of Dallas' MEI score was presented to BF&A on January 2, 2015
- Overview of MEI
 - Rates a total of 353 cities from every State in the national
 - Contains 100 standard points and 20 bonus points
 - Standard Points are divided into 5 parts
 - Non-discrimination Law
 - Municipality as Employer
 - Municipal Services
 - Law Enforcement
 - Leadership on LGBT Equality

Points Awarded



■ Non-Discrimination Law
■ Law Enforcement

■ Municipality as Employer
■ Leadership on LGBT Equality

■ Municipal Services

Part 1: Non-Discrimination Law

| | Points |
|-----------------------|---------------|
| Employment | 10 |
| Housing | 10 |
| Public Accommodations | 10 |

Part 2: Municipality as Employer

| | Points |
|--|---------------|
| Non-Discrimination in City Employees | 12 |
| Trans-Inclusive Health Benefits | 0 |
| City Contractor Non-Discrimination Ordinance | 6 |
| Bonus: Inclusive Workplace | 0* |

*Points being reviewed by Human Rights Campaign

Part 3: Municipal Services

| | Points |
|--|---------------|
| Human Rights Commission | 0 |
| LGBT Liaison to City Employees | 0* |
| Anti-Bullying Policies | 6 |
| Bonus: Enforcement of HRC | 3 |
| Bonus: City provides services to LGBT youth | 2 |
| Bonus: City provides services to LGBT homeless | 2 |
| Bonus: City provides services to LGBT elderly | 0* |
| Bonus: City provides services to HIV/AIDS citizens | 2 |

*Points being reviewed by Human Rights Campaign

Part 4: Law Enforcement

| | Points |
|---|---------------|
| LGBT Liaison/Task Force in Police Dept. | 10 |
| Hate Crimes Reporting (2013) | 12 |

Part 5: Leadership on LGBT Equality

| | Points |
|--|---------------|
| Leadership's Public Position on Equality | 5 |
| Recent Pro-Equality Legislative Efforts Resolution | 3 |
| Bonus: Openly LGBT Elected or Appointed Leaders | 3 |
| Bonus: City Tests Limits of Restrictive State Law | 0 |

Totals

| | Points |
|----------------------------|---------------|
| Standard Points Total | 84 |
| Bonus Point Total | 12 |
| Tentative Final Score FY16 | 96 |
| Score FY15 | 91 |

FY 16 MEI Score

- Based on communication with MEI this past week, the City of Dallas has been awarded 4 more points.
- FY 16:

$$96 + 4 =$$



100!!!

MEI 2015 Scores – Big Cities in Texas

| | |
|---------------|-----|
| • Austin | 100 |
| • Dallas | 91 |
| • El Paso | 52 |
| • Ft Worth | 83 |
| • Houston | 54 |
| • San Antonio | 72 |



Memorandum



CITY OF DALLAS

DATE September 18, 2015

TO Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT Clean Fleet Policy

On Monday, September 21, 2015 the Budget, Finance and Audit Committee will be briefed on the Clean Fleet Policy. The briefing will be presented by Errick Thompson, Director of Equipment and Building Services.

Please let me know if you need additional information.

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

Jill A. Jordan, P.E.
Assistant City Manager

Attachment

c: Honorable Mayor and Members of City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Rosa A. Rios, City Secretary
Craig D. Kinton, City Auditor
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

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

Clean Fleet Policy



Budget Finance & Audit Committee
September 21, 2015



Outline

- **Background**
 - Equipment and Building Services: Overview
 - Fleet Management
- **Clean Fleet Policy**
 - Original Regional Policy
 - Revised Regional Policy
 - Implementation and Compliance
- **Grant Funding**
 - Grant Funding Opportunities
 - Current Grant Opportunity
- **Recommendations**



Equipment and Building Services: Overview

*Equipment and Building Services is committed to providing effective and efficient facility and fleet services to 13,000 City employees as they **Build, Innovate, and Give** to make Dallas a great place to live, work, and play.*



Equipment and Building Services: Overview

Facility Management

- Building Security
- Custodial Services
 - Janitorial
 - Pest Control
 - Window Washing
- Major Maintenance and Repair
 - 750 City Facilities
 - Electrical
 - Carpentry
 - HVAC
 - Plumbing
 - Roofing
- Parking
 - City Hall
 - Oak Cliff Municipal Center

Fleet Management

- Asset Management
- Auction/Disposal
- Auto Body Collision Repair
- Maintenance and Repair
- Motor Pool Program
 - In-House Rentals
 - Outside Rentals
- Parts Inventory

Business Operations

- Energy Management
 - Citywide Electricity Program
 - Renewable Energy Credits
- Financial Management
 - Accounts Payable
 - Contract Administration
 - Procurement
- Fuel Operations
 - Fuel delivery to approximately 94 locations
 - Dispense fuel and manage infrastructure at 8 fuel islands
- Management Systems
 - Environmental Management Systems
 - Quality Management Systems
 - Occupational Health & Safety Management Systems
 - Stormwater Interceptor Program & Power washing
- Technology





Source: epa.gov

Equipment and Building Services: Fleet Management



Fleet Management Overview



- ~5,300 units of general fleet*
- 5 repair facilities (Central, SE, SW, NE, and NW)
- 145,000 – 152,000 maintenance / repair jobs completed annually



**General fleet does not include:*

- *Fire emergency equipment*
- *Landfill operations equipment*
- *Other department-owned equipment (e.g., Park and Recreation Department grounds maintenance equipment, DPD tactical units, DWU specialty equipment, etc.)*



Fleet Management: Large and Diverse Fleet

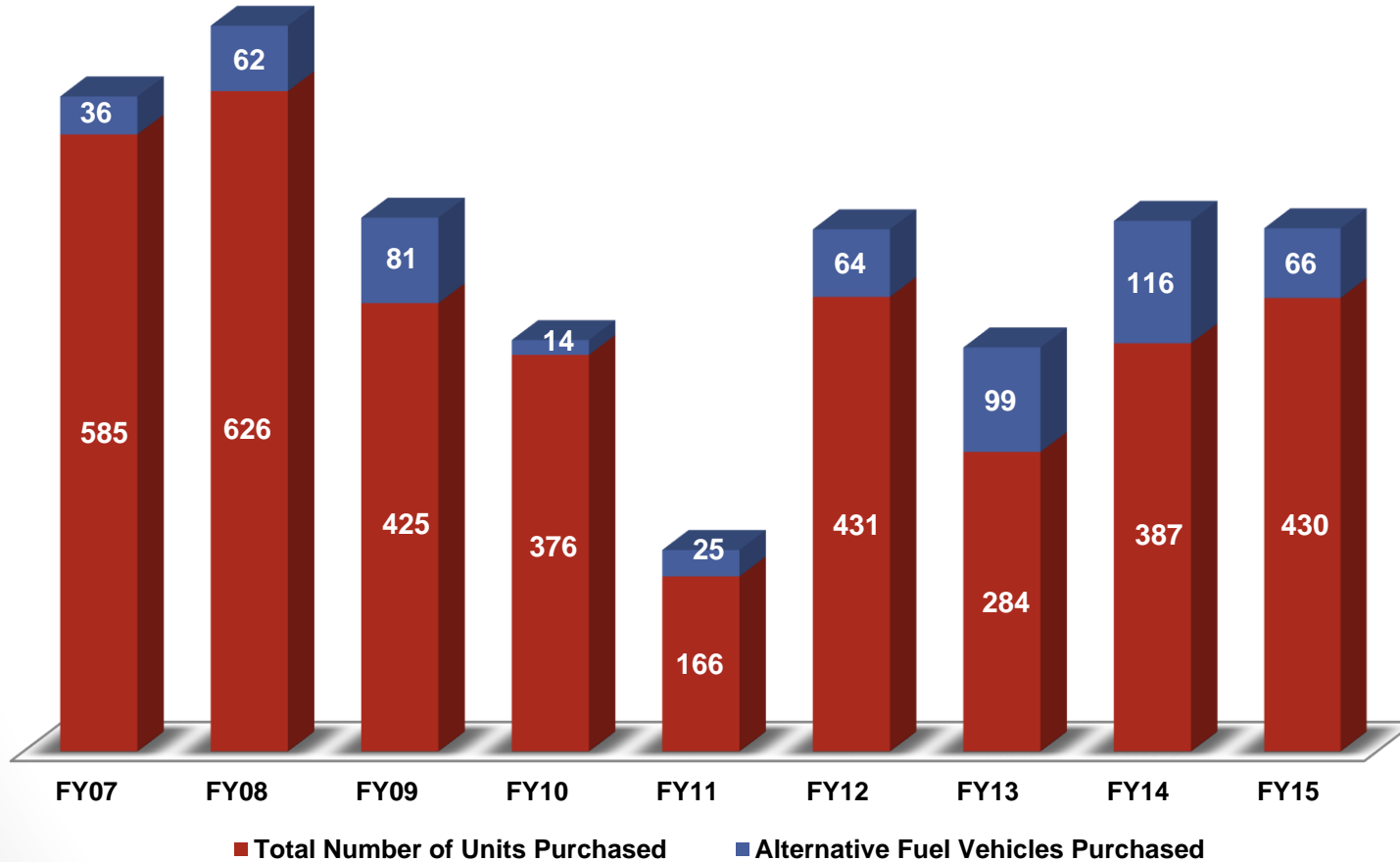


City of Dallas

| Vehicle Type | # in General Fleet |
|---------------------------------|--------------------|
| Marked squads | 1,023 |
| Refuse/Recycling | 245 |
| Dump Trucks | 326 |
| Construction Equipment/Trailers | 401 |
| Admin sedans | 911 |
| Light Trucks/Vans | 1,803 |
| SUVs | 137 |
| Medium Duty Trucks | 61 |
| Other | 376 |
| TOTAL | 5,283 |



Recent General Fleet Purchases



Specification and Procurement

Make Ready Process

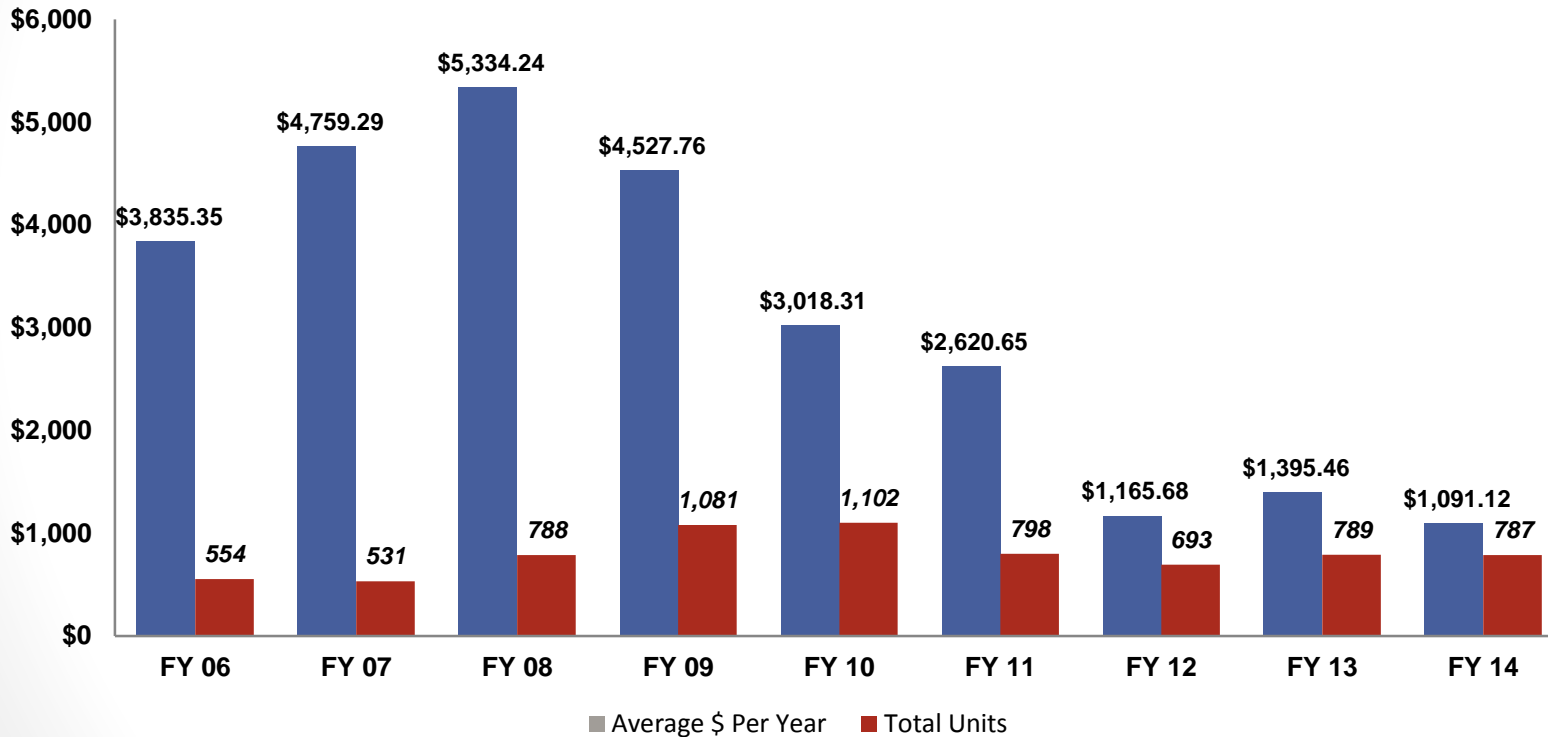
- Titles, registration, etc.
- Specialty equipment, City fueling system installation, and decals (in coordination with CIS for mobile technology equipment)



Fleet Management: Auto Body Collision

Staff coordinates and manages the current three year contract for paint, body or frame damage repair

Body Shop Historical Repair Amount and Average Cost



Fleet Management: Motor Pool Program Overview

- Established as a pilot program in 2013
- Aims to improve the environment by encouraging car sharing and offset short-term outside rentals
- Includes an email reservation system
- Expanded from 15 vehicles in FY13 to 24 in FY15
- Anticipate expanding to 43 vehicles in FY16





Source: epa.gov

CLEAN FLEET POLICY

Original Regional Clean Fleet Policy

- North Central Texas Council of Governments (NCTCOG) Regional Transportation Council (RTC) adopted the original Regional Clean Fleet Vehicle Policy (Policy) in October 2005
- Council adopted the 2005 version of the Regional Policy on January 25, 2006
- Original regional policy was air quality focused and included a recommendation to reserve future Clean Vehicle funding and support for local governments that adopted and complied with the policy



Original Regional Clean Fleet Policy: Background

Included requirements or guidance in four primary focus areas

✓ Acquisition

- Encouraged fleet expansion/ replacement with newest model year vehicles available
- Encouraged replacements for 2003 and older vehicles to show at least a 25% reduction in NOx emissions
- Encouraged aftermarket technology and conversion or fleet expansion and replacement

✓ Operational Policies

- Encouraged limiting vehicle idling (safety, emergency, maintenance, warm-up only)
- Suggested refueling time of day/ seasonal restrictions
- Encouraged air quality appropriate operational training

✓ Maintenance

- Emphasized annual emission and safety inspections for all vehicles
- Encouraged increased inspections for vehicles with 100k miles or more

✓ Compliance Verification

- Annual electronic update of fleet size and activity
- Ineligibility for clean vehicle funding if the policy was not adopted or reporting requirements were unmet



Revised Regional Policy

- U.S. Environmental Protection Agency (EPA) re-confirmed North Central Texas as a nonattainment area in 2012
- Four main sources of ozone-causing emissions include on- and off-road vehicles, point sources (e.g., industrial boilers), and area sources like agriculture
- State Implementation Plan (SIP), or air quality plan, is required to demonstrate ozone level reductions
- DFW SIP includes programs to retire older model vehicles, enhance vehicle technology, and implement education programs
- NCTCOG RTC Regional Policy revisions include:
 - More recent technological advances/regulations
 - Updated air quality and DFWCC goals
 - Private sector fleet engagement

See appendix for additional details



Revised Regional Policy

The Fleet Representative Working Group within the RTC held meetings between October 2013 and October 2014 to update the 2005 Policy.

The working group consisted of participants from:

City of Allen

City of Burleson

City of Coppell

City of Dallas

DART

City of Denton

DFW International Airport

City of Fort Worth

Frito-Lay North America

HT Bar, Inc.

City of Richardson

Southeastern Freight Lines

City of Southlake

Tarrant County

UT Southwestern Medical Center

City of Wylie



Revised Regional Policy

The following slides highlight examples of how Dallas has been and is supporting the objectives of the original and revised Regional Clean Fleet Policies

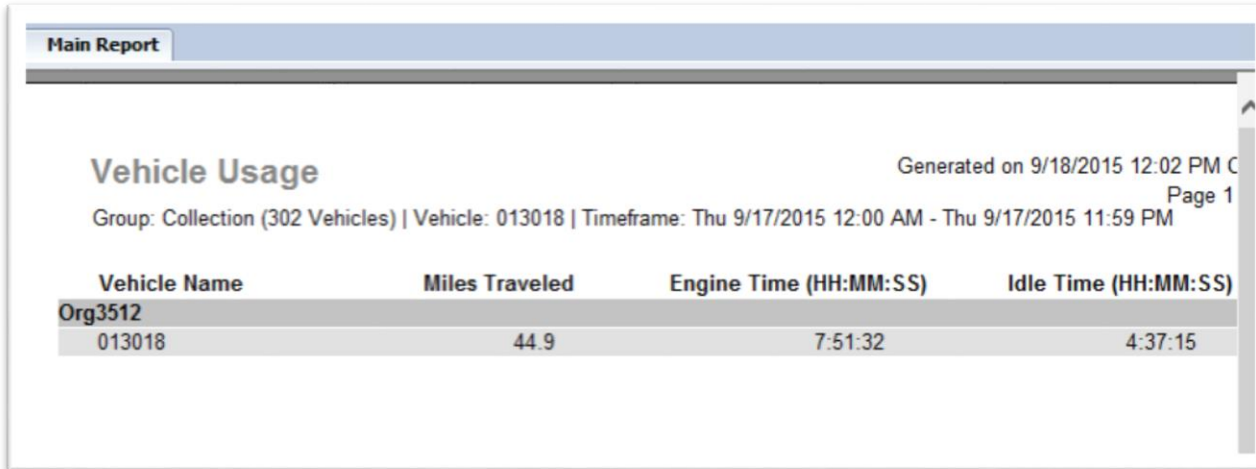


Revised Regional Policy: Implementation/Compliance

✓ Emissions Reduction

- Implementation of an idling-reduction/standard operating procedure
- Enhanced Technology Options (e.g. GPS/telematics)

- City is investing in GPS technology that includes idling tracking



Main Report

Vehicle Usage Generated on 9/18/2015 12:02 PM C
Page 1

Group: Collection (302 Vehicles) | Vehicle: 013018 | Timeframe: Thu 9/17/2015 12:00 AM - Thu 9/17/2015 11:59 PM

| Vehicle Name | Miles Traveled | Engine Time (HH:MM:SS) | Idle Time (HH:MM:SS) |
|--------------|----------------|------------------------|----------------------|
| Org3512 | | | |
| 013018 | 44.9 | 7:51:32 | 4:37:15 |

- Council adopted an anti-idling ordinance (Ordinance No. 28833) in November 2012

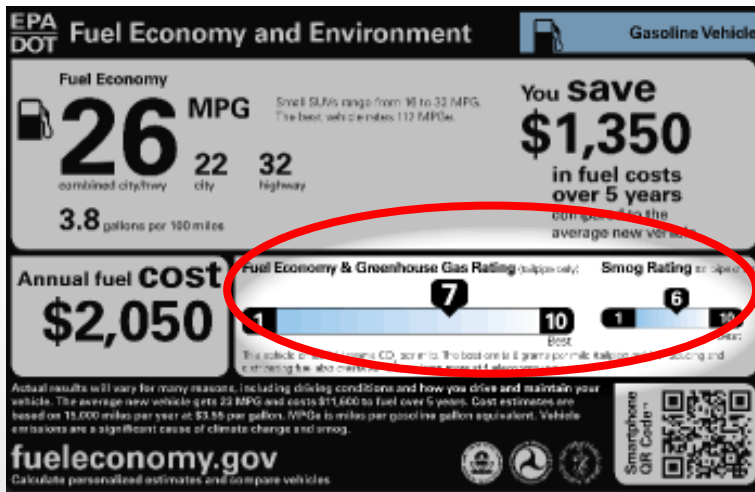
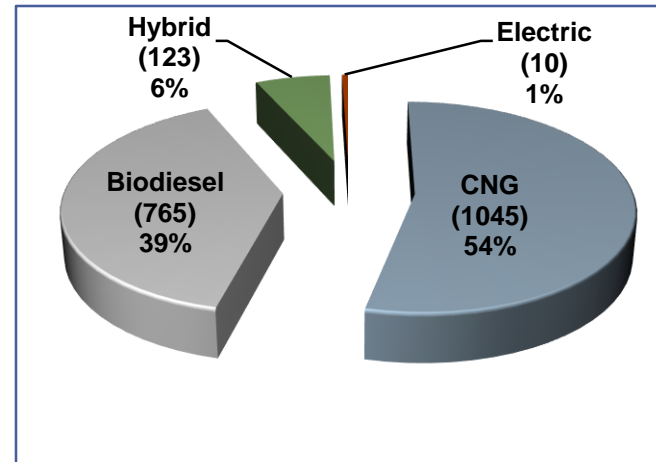
Revised Regional Policy: Implementation/Compliance

✓ Fuel Consumption Reduction

- Acquisition of low emission vehicles/equipment (e.g., AFVs and SmartWaySM certified)
- Reduction of vehicle size, vehicle miles traveled

Dallas was an early adopter of AFVs and has nearly 2,000 in the general fleet

- Invested in CNG vehicles in early 1990s
- Added hybrid-electrics to the fleet in 2001
- Began using biodiesel in 2007
- Invested in full-electric vehicles in 2009



EBS began reviewing U.S. EPA's SmartWaySM Vehicle Certification for light duty vehicle replacements in 2014 (certification is based on greenhouse gas and smog ratings)

Revised Regional Policy: Implementation/Compliance

✓ Fuel Consumption Reduction (cont.)

Fuel Use Objective and Target

- Reduce consumption of traditional fuels (unleaded and diesel) by 10% by September 2017 (baseline year of FY12-13)
- FY12-13 baseline = 4.8m gallons
- Reduction to be reached through a combination of increasing fleet fuel efficiency, reducing miles driven and idling, and increasing use of alternative fuels
- Cumulative and projected reductions

| <u>Year</u> | <u>Consumption Reduction</u> |
|-------------|------------------------------|
| FY13-14 | 2.29% |
| FY14-15 | 4.19% (projected) |
| FY15-16 | 5.95% (projected) |



Revised Regional Policy: Implementation/Compliance

✓ Partnership

- Maintain active membership in DFW Clean Cities Coalition (DFWCCC)
 - Submit timely Clean Fleet Policy Reporting
 - Minimize water, solid waste, and other environmental impacts on fleet activities
-
- Dallas maintains active participation in the DFWCCC
 - Dallas plays an important role in revising the policy through RTC membership



Dallas-Fort Worth
CLEAN CITIES

Revised Regional Policy: Implementation/Compliance

✓ Training

- Provide in-house training or attend NCTCOG fleet training
- Increase air quality and fuel conservation awareness of fleet personnel and fuel users

- Implemented fuel conservation messaging at EBS fuel islands



- Implemented alternative fuel vehicle maintenance, repair, and safety training program for EBS mechanics



✓ Compliance Verification

- Annual electronic update of fleet size and activity
 - Cities are required to adopt and meet reporting requirements of the policy to be eligible for grant funding
-

- EBS staff submits annual compliance reporting
- EBS is implementing use of an emissions inventory tool to enhance DFW Clean Cities Coalition annual reporting (baseline of 22,000 metric tons of CO₂ established October, 2014)

Staff recommends City adoption of the updated Regional Clean Fleet Policy (October 14, 2015 Council Agenda) - eligibility for future grant funding through NCTCOG contingent on adoption





Source: epa.gov

GRANT FUNDING

Grant Funding Opportunities

- City staff actively seeks grant funding to support progress towards idle and emissions reduction objectives
- Funding applications have been submitted and approved through the Texas Emissions Reduction Plan (TERP) administered by the Texas Commission on Environmental Quality (TCEQ)
 - Texas Natural Gas Vehicle Grant Program (TNGVGP)
 - Provides grants for the replacement and repower of heavy-duty and medium-duty diesel vehicles
 - Provides grant for the replacement and repower of compressed natural gas (CNG) and liquified natural gas (LNG) heavy-duty and medium-duty vehicles and engines
 - Texas Clean Fleet Program (TCFP)

Provides grants to replace heavy-duty and light-duty on-road diesel vehicles with alternative fuel and hybrid vehicles



Grant Funding Opportunities (cont.)

| Grant Program | Vehicles Type in Application | Cost Per Unit | City of Dallas Acquisition Cost | Grant Reimbursement |
|---------------------------|---------------------------------|---------------|---------------------------------|---------------------|
| Texas Natural Gas Vehicle | Eight CNG Peterbilt – Model 320 | \$186,759 | \$1,494,072 | \$240,000 |
| | Two CNG Peterbilt – Model 382 | \$284,511 | \$569,022 | \$60,000 |
| Texas Natural Gas Vehicle | 13 Peterbilt – Model 382 (CNG) | \$136,837 | \$1,778,888 | \$ 487,500 |
| Texas Clean Fleet | Sixty-five CNG Ford F-150s | \$ 30,872 | \$2,006,680 | \$ 162,500 |
| TOTAL | | | \$5,848,662 | \$ 950,000 |

The October 14, 2015 Council Agenda includes an item for accepting these three grants valued at \$950,000 from the Texas Commission on Environmental Quality



Current Grant Opportunity

- NCTCOG has \$2.5m available through the Clean Fleets North Texas Air Quality Grant Program targeting ground level ozone formation – applications are due October 23, 2015
- Cities are required to adopt the regional policy in order to be eligible for NCTCOG clean fleet grants
- Program funds up to 80% of the vehicle's incremental cost
 - 90% of the \$2.5m is being designated for light-duty electric vehicles
 - 10% is focused on pre-2004 model heavy-duty trucks
- Anticipate applying for funding for five heavy-duty trucks and five electric hybrid vehicles

The October 14, 2015 Council Agenda includes an item for applying for this grant program





Source: epa.gov

RECOMMENDATIONS



Recommendations

Recommend approval of the following three items on the October 14, 2015 City Council Agenda:

- Adopt the revised Clean Fleet Policy
- Approval and acceptance of \$950k in TCEQ grant reimbursements
- Approve application submission to NCTCOG for the Clean Fleets North Texas 2015 Call for Projects due October 23, 2015



APPENDIX



Memorandum



Date: September 18, 2015

To: Honorable Mayor and Members of the City Council

Subject: Information on Residential Water Bill Inquiries

There have been many inquiries recently about residential water bills. Much of this is due to unusual weather patterns this year – record-breaking rainfall in the spring, followed by high temperatures and an extremely dry July and August. These conditions contributed to unusually low consumption and lower water bills in the spring followed by increased usage and higher water bills currently. June 2015 bills included the period when Dallas experienced over 20 inches of rainfall. The months of July and August had only 0.62 inches of rainfall. This sudden change in conditions contributed to the contrast between June’s residential water bills and those received in July, August and continuing into September.

Additionally, Dallas has a tiered rate structure where higher water use is billed at increasing rates. The tiered rate structure was adopted in October 2001 as part of a long-term water conservation strategy. Water usage over 15,000 gallons per month is billed at the fourth, and highest residential tier rate of \$7.63 per 1,000 gallons. The current first tier rate is \$1.80 per 1,000 gallons for the first 4,000 gallons used. The proposed rate increase does not go into effect until October 1, so the proposed rate has no impact on the July, August and September bills.

The National Weather Service Climate Prediction Center’s three month seasonal outlook for October through December forecasts lower than normal temperatures and higher than normal precipitation for the Dallas area. This should contribute to lower outdoor water use, and correspondingly lower water bills in the coming months.

Attached is information on water usage, rainfall and general information that may help you in responding to the questions you are receiving.

Please let me know if you have any questions or need additional information.



Mark McDaniel
Assistant City Manager

c: A.C. Gonzalez, City Manager
Craig Kinton, City Auditor
Judge Daniel F. Solis, Administrative Judge
Jill A. Jordan, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Council Office

Warren M. S. Ernst, City Attorney
Rosa A. Rios, City Secretary
Ryan S. Evans, First Assistant City Manager
Eric D. Campbell, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Jo M. (Jody) Puckett, P.E., Director

FAQ's RESIDENTIAL WATER BILL INQUIRIES (September 2015)

1. Why was my bill so high in July/August? I do not recall using that much water.

Answer – In Dallas, we have seen an overall increase in water consumption for July and August as compared to the spring months and same period last year.

Last July and August rainfall totaled 4.44 inches. For July and August 2015, rainfall totaled 0.62 inches resulting in overall consumption averaging 96 million gallons a day (MGD) higher than the same period last year (567.0 MGD compared to 470.5 MGD last summer). Residential monthly consumption for July and August 2015 averaged 2.9 BG, which is 97% higher than the average of 1.5 BG for the prior four months (March through June 2015).

Customers have different consumption patterns. We always recommend customers to check for leaks on their property, including automatic sprinkler systems. In addition, customers can review and compare their consumption for the same period in prior years. Dallas Water Utilities (DWU) also offers free automatic irrigation system check-ups. To find out more about this service and to schedule an evaluation for a free irrigation system check, please visit <http://savedallaswater.com/> or contact us at (214) 670-3155.

2. Is there a problem with my meter? Is that why my consumption is high?

Answer – Meters are mechanical devices with a series of internal gears. These mechanisms move as water flows through the meter, recording the usage. All meters are factory calibrated to industry standards prior to being shipped, and last at least 10 to 15 years. Meters begin to wear and slow down with age, and eventually stop registering; therefore, allowing more water to flow through than is actually recorded. This means that older meters are most likely to under bill actual consumption. Water meters cannot run faster than designed to run, nor can they run backwards. It is not mechanically possible for the meter to register more water than the actual usage. DWU does routinely test meter accuracy, and has a replacement schedule for meters according to manufacturing recommendations.

3. Have water rates increased this summer?

Answer – Water rates have not increased since October 1, 2014, however, they are scheduled to be increased October 1, 2015. Please find attached a current and proposed rate sheet.

Residential water rates are based on the prior month's actual water usage. In addition to a customer charge, the bill contains a volume charge based on water usage. Dallas has had a four tiered increasing rate structure since 2001. The more water a customer uses, the higher the rate. The first 4,000 gallons has a rate of \$1.80 per 1,000 gallons while all usage in the fourth tier (over 15,000 gallons) is over four times higher and has a rate of \$7.63.

The contrast of little or no outdoor watering in May and June followed by more normal summer watering levels caused a significant change from one month's consumption to the following.

4. My water bill is high. Is it possible I have a leak in the property?

Answer - If a customer thinks their water consumption is higher than it should be, he/she should check their property for leaks. Some common water leaks include toilet flapper valves (the usual culprit of a “running” toilet) as well as automatic irrigation systems and swimming pools. Some leaks may be obvious, others may be sporadic and require some detective work.

How to detect a leak? First turn off all water using fixtures in your home. Next, go to your water meter and check to see if the red circular test hand on the face of the meter is moving. (The red hand is the low flow indicator.) If all known water use is turned off and the hand is moving, you either have a leak or something in your home is using water.

Toilets are the most common cause of high water usage and leaks in the home, and often occur without audible or visual evidence. Leaking toilets can waste as much as 200 gallons of water a day and if undetected could result in an additional 6,000 gallons of usage per month. A simple method to detect a toilet leak: put a few drops of food coloring in the toilet tank. If the toilet bowl shows traces of the food coloring 15 or 30 minutes later (without flushing), you have a leak. Toilet flapper valves wear out and should be checked once a year. The loss from leaking faucets and shower heads can also add up – a one drip per second can waste more than 3,000 gallons per year.

If a customer discovers a leak, and then repairs that leak, Dallas Water Utilities may be able to adjust the water bill. The contact number for leak adjustments is 214-670-3196 or the following email link:

http://dallascityhall.com/departments/waterutilities/Pages/billing_water04.aspx

5. Is it possible for a meter to be read incorrectly?

Answer - Although it is uncommon, the meter reader can incorrectly enter the reading in the hand-held device. For this reason, the hand-held device and the billing system identify suspected high or low consumption numbers. This information is reviewed, and suspected misreads are scheduled to be reread. If the read is found to be an over/under read, it is usually corrected before the invoice is generated or in the following month’s invoice.

6. Could my bill be high because my consumption was estimated?

Answer - While estimates are used from time to time, they typically do not lead to larger bills. DWU may occasionally estimate meter reads due to inclement weather, dangerous situations regarding hazards in or around meter boxes and when access to the meter is prohibited (i.e. box covered by construction or storm debris, trash, vehicles, etc.). If a meter read is estimated, the billing system is designed to calculate the estimated usage based on historical data for the same time period of previous years. The estimated consumption will be adjusted if found to be overstated when the next actual meter reading is obtained.

Dallas Water Utilities Monthly Payment Rates

| Customer Charge | Current | Proposed | Current | Proposed | Current | Proposed |
|-------------------------|----------------|-----------------|----------------|-----------------|-----------------|-----------------|
| | Water | Water | Sewer | Sewer | Combined | Combined |
| 5/8 Inch Meter | \$4.85 | \$5.12 | 4.45 | 4.58 | \$9.30 | \$9.70 |
| 3/4 Inch Meter | 6.70 | 7.07 | 6.00 | 6.27 | \$12.70 | \$13.34 |
| 1 Inch Meter | 9.74 | 10.28 | 8.75 | 9.10 | \$18.49 | \$19.38 |
| 1 1/2 Inch Meter | 18.13 | 19.14 | 16.60 | 17.52 | \$34.73 | \$36.66 |
| 2 Inch Meter | 29.50 | 31.14 | 26.15 | 27.60 | \$55.65 | \$58.74 |
| 3 Inch Meter | 69.09 | 72.93 | 63.79 | 66.72 | \$132.88 | \$139.65 |
| 4 Inch Meter | 114.79 | 121.17 | 103.90 | 106.68 | \$218.69 | \$227.85 |
| 6 Inch Meter | 227.94 | 240.61 | 206.50 | 209.97 | \$434.44 | \$450.58 |
| 8 Inch Meter | 378.85 | 400.50 | 340.15 | 350.51 | \$719.00 | \$751.01 |
| 10 Inch Meter or larger | 582.59 | 614.98 | 525.50 | 550.72 | \$1,108.09 | \$1,165.70 |

Usage Charge per 1,000 gallons

| | Current | Proposed | Current | Proposed |
|---|----------------|-----------------|----------------|-----------------|
| | Water | Water | Sewer | Sewer |
| Residential | | | | |
| Up to 4,000 gallons | 1.80 | 1.87 | 4.95 | 5.20 |
| 4,001 to 10,000 gallons | 3.91 | 4.13 | 4.95 | 5.20 |
| 10,001 to 15,000 gallons | 5.50 | 5.81 | 4.95 | 5.20 |
| Above 15,000 gallons | 7.63 | 8.20 | 4.95 | 5.20 |
| General Services | | | | |
| Up to 10,000 gallons | 3.05 | 3.47 | 3.70 | 3.95 |
| Above 10,000 gallons | 3.45 | 3.71 | 3.70 | 3.95 |
| Above 10,000 gallons for usage more than 1.4 times annual monthly average | 5.00 | 5.63 | 3.70 | 3.95 |
| Optional General Services | | | | |
| 1st million gallons or less (minimum) | 2,025.00 | 2,135.27 | 3.38 | 3.56 |
| Above 1 million gallons (per 1,000 gallons) | 2.75 | 2.95 | 3.38 | 3.56 |

Proposed rates effective Oct. 1, 2015

The above Prompt Payment Rates apply if payment is received on or before the due date shown on the bill.

Payments received after the due date will incur a 5% late fee.

* Sewer Charges for residential accounts are calculated on an average of the water billed in December, January, February and March (40,000 gallons maximum) or the actual month's water consumption, whichever is less. Sewer charges for general services and optional general services accounts are based on the month's water consumption unless sewer is metered separately.

Industrial wastewater discharges containing concentrations of BOD and/or Suspended Solids greater than 250 milligrams per liter are assessed sewer surcharges. Certain commercial users such as restaurants, bars/lounges, small food processors and equipment service facilities are assessed standard surcharges. These surcharges are included as part of the monthly bill.

AGENDA ITEM # 2

| | |
|-----------------------------|--|
| KEY FOCUS AREA: | Clean, Healthy Environment |
| AGENDA DATE: | September 22, 2015 |
| COUNCIL DISTRICT(S): | All |
| DEPARTMENT: | Business Development & Procurement Services Equipment & Building Services |
| CMO: | Jeanne Chipperfield, 670-7804 Jill A. Jordan, P.E., 670-5299 |
| MAPSCO: | N/A |

SUBJECT

Authorize a one-year service contract for fuel island dispenser replacements - D&H United Fueling Solutions, Inc., lowest responsible bidder of three – Not to exceed \$180,202 - Financing: Current Funds (subject to appropriations)

BACKGROUND

This service contract will provide fuel island dispenser replacements for 29 dispensers at eight fuel islands around the City. City fuel islands serve the entire City fleet, with a total fuel consumption of approximately 6.8 million gallons annually.

These new fuel dispensers will replace the unleaded and diesel, including biodiesel, fuel dispensers at each of the fuel islands. The current fuel dispensers are one to two decades old and many replacement parts are no longer available by the manufacturer. Replacement of all units will provide a consistent platform, making it easier to maintain the units and, therefore, increasing up 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 240 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 Business Development and Procurement Services' 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 September 21, 2015.

FISCAL INFORMATION

\$180,201.36 - Current Funds (subject to appropriations)

M/WBE INFORMATION

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

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

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

ETHNIC COMPOSITION

D&H United Fueling Solutions, Inc.

| | | | |
|---------------|----|-----------------|---|
| White Male | 16 | White Female | 0 |
| Black Male | 1 | Black Female | 0 |
| Hispanic Male | 9 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 2 |

BID INFORMATION

The following bids were received from solicitation number BQ1516 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

| <u>Bidders</u> | <u>Address</u> | <u>Amount</u> |
|-------------------------------------|---|----------------------|
| *D&H United Fueling Solutions, Inc. | 721 N. Great Southwest Pkwy. Arlington, TX 76011 | \$180,201.36 |

BID INFORMATION (Continued)

| <u>Bidders</u> | <u>Address</u> | <u>Amount</u> |
|---|---|----------------------|
| Petroleum Solutions, Inc. | 1362 W. Carrier Pkwy. Grand Prairie, TX 75050 | \$192,012.34 |
| McCon Building Services and Petroleum Services | 8120 Jetstar Dr. Suite 150 Irving, TX 75063 | \$251,015.00 |

OWNER

D&H United Fueling Solutions, Inc.

John Farrell, President
Gerry Telle, Vice President
John R. Turner, Secretary
Tom E. Turner, Treasurer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a one-year service contract for fuel island dispenser replacements - D&H United Fueling Solutions, Inc., lowest responsible bidder of three – Not to exceed \$180,202 - Financing: Current Funds (subject to appropriations)

D&H United Fueling Solutions, 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 | \$180,201.36 | 100.00% |
| TOTAL CONTRACT | \$180,201.36 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

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

September 22, 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 D&H United Fueling Solutions, Inc. (VS89310) for fuel island dispenser replacements for a term of one year in an amount not to exceed \$180,201.36, 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 D&H United Fueling Solutions, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by D&H United Fueling Solutions, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$180,201.36 (subject to appropriations):

| <u>Fund</u> | <u>Dept</u> | <u>Unit</u> | <u>Object</u> | <u>Amount</u> | <u>FY</u> | <u>Encumbrance</u> |
|-------------|-------------|-------------|---------------|---------------|-----------|--------------------|
| 0196 | EBS | 1764 | 3099 | \$180,201.36 | 2016 | CTEBS151764CT58 |

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 # 3

| | |
|-----------------------------|---|
| KEY FOCUS AREA: | E-Gov |
| AGENDA DATE: | September 22, 2015 |
| COUNCIL DISTRICT(S): | All |
| DEPARTMENT: | Business Development & Procurement Services Communication and Information Services Court & Detention Services Police |
| CMO: | Jeanne Chipperfield, 670-7804 Mark McDaniel, 670-3256 Eric Campbell, 670-3255 |
| MAPSCO: | N/A |

SUBJECT

Authorize a three-year service contract for maintenance and support of Orion Communications software applications - Orion Communications, Inc., sole source - Not to exceed \$462,747 - Financing: Current Funds (\$282,897) and Municipal Court Technology Funds (\$179,850) (subject to annual appropriations)

BACKGROUND

This service contract will provide ongoing maintenance and support for Orion Communications software applications. Maintenance and support includes software upgrades to current releases of software and ongoing technical support. Orion Communications software applications provide efficient data management in areas such as:

- Administrator/Agency Web - Manages the daily operations and personnel files of uniform officers, which includes tracking planned versus actual work time
- Municipal Court Notify - Provides a system that notifies officers of subpoena notifications and court date alerts
- Evidence Manager – Used to track evidence related to criminal cases
- AutoTier - Automation of tow company processing, which allows field officers to dispatch towing companies
- Virtual Viewer - Allows for the compilation of legacy data from multiple databases, such as offense records, 911 call records and arrest records

This software allows City agencies to share data in real-time with different applications systems, which is critical to the administrative management of Police and Court and Detention Services personnel.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 12, 2011, City Council authorized a three-year service contract for maintenance and support of Orion Communications software applications for Police by Resolution No. 11-0156.

On June 27, 2012, City Council authorized Supplemental Agreement No. 1 to increase the maintenance and support service contract to provide enhancements to the Orion Communications software applications utilized by Police and Court and Detention Services for court case scheduling and to extend the term through January 31, 2015, by Resolution No. 12-1715.

Information about this item will be provided to the Budget, Finance and Audit Committee on September 21, 2015.

FISCAL INFORMATION

\$282,897.00 - Current Funds (subject to annual appropriations)
\$179,850.00 - Municipal Court Technology 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 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

Orion Communications, Inc.

| | | | |
|---------------|---|-----------------|---|
| White Male | 8 | White Female | 7 |
| Black Male | 2 | Black Female | 3 |
| Hispanic Male | 1 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

BID INFORMATION

| <u>Bidder</u> | <u>Address</u> | <u>Amount</u> |
|----------------------------|--|----------------------|
| Orion Communications, Inc. | 8235 Douglas Ave. Suite 1100 Dallas, Texas 75225 | \$462,747.00 |

BID INFORMATION (Continued)

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

Orion Communications, Inc.

Leslie DeLatte, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for maintenance and support of Orion Communications software applications - Orion Communications, Inc., sole source - Not to exceed \$462,747 - Financing: Current Funds (\$282,897) and Municipal Court Technology Funds (\$179,850) (subject to annual appropriations)

Orion Communications, 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 | \$462,747.00 | 100.00% |
| Total non-local contracts | \$0.00 | 0.00% |
| TOTAL CONTRACT | <u>\$462,747.00</u> | <u>100.00%</u> |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

| <u>Local</u> | <u>Certification</u> | <u>Amount</u> | <u>Percent</u> |
|-------------------------------|----------------------|---------------------|----------------|
| Orion Communications, Inc | WFDB64587Y0316 | \$462,747.00 | 100.00% |
| Total Minority - Local | | <u>\$462,747.00</u> | <u>100.00%</u> |

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

| | <u>Local</u> | <u>Percent</u> | <u>Local & Non-Local</u> | <u>Percent</u> |
|-------------------|---------------------|----------------|------------------------------|----------------|
| African American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Hispanic American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Asian American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Native American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| WBE | \$462,747.00 | 100.00% | \$462,747.00 | 100.00% |
| Total | <u>\$462,747.00</u> | <u>100.00%</u> | <u>\$462,747.00</u> | <u>100.00%</u> |

September 22, 2015

WHEREAS, on January 12, 2011, City Council authorized a three-year service contract for maintenance and support of Orion Communications software applications for Police by Resolution No. 11-0156; and,

WHEREAS, on June 27, 2012, City Council authorized Supplemental Agreement No. 1 to increase the maintenance and support service contract to provide enhancements to the Orion Communications software applications utilized by Police and Court and Detention Services for court case scheduling in the amount of \$172,765, from \$223,870 to \$396,635; and to extend the term through January 31, 2015, by Resolution No. 12-1715;

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 Orion Communications, Inc. (VS0000002410) for maintenance and support of Orion Communications software applications for a term of three years in an amount not to exceed \$462,747.00, 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 Orion Communications, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Orion Communications, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$462,747.00 (subject to annual appropriations):

| <u>FUND</u> | <u>DEPT</u> | <u>UNIT</u> | <u>OBJ</u> | <u>AMOUNT</u> | <u>FY</u> | <u>ENCUMBRANCE</u> |
|-------------|-------------|-------------|------------|---------------|-----------|--------------------|
| 0401 | CTS | 1063 | 3438 | \$59,950.00 | 2015 | CTDSV15ORIONMT |
| 0198 | DSV | 1675 | 3438 | \$94,299.00 | 2015 | CTDSV15ORIONMT |
| 0401 | CTS | 1063 | 3438 | \$59,950.00 | 2016 | CTDSV16ORIONMT |
| 0198 | DSV | 1675 | 3438 | \$94,299.00 | 2016 | CTDSV16ORIONMT |
| 0401 | CTS | 1063 | 3438 | \$59,950.00 | 2017 | CTDSV17ORIONMT |
| 0198 | DSV | 1675 | 3438 | \$94,299.00 | 2017 | CTDSV17ORIONMT |

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

AGENDA ITEM # 4

KEY FOCUS AREA: E-Gov

AGENDA DATE: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Communication and Information Services
Fire
Police

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256
Eric Campbell, 670-3255

MAPSCO: N/A

SUBJECT

Authorize a five-year service contract for maintenance and support of the City's existing computer aided dispatch system – TriTech Software Systems, Inc., sole source – Not to exceed \$7,251,133 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This service contract will provide ongoing maintenance and support for the City's computer-aided dispatch (CAD) system utilized by emergency personnel. In 2005, the City utilized a competitive process to replace the 30-year old legacy mainframe system. This system supports the efficient mobilization of Police and Fire-Rescue personnel and resources in response to emergency calls. Maintenance and support includes upgrades to current releases of software, annual training, hardware support, dedicated onsite personnel and 24 hour technical support.

The City has utilized the CAD system since 2007. The system facilitates the management of critical public safety information which includes: immediate broadcast of emergency information for officers in distress, data transmission between emergency vehicles, ensures optimal response time and other critical functions. The use of this system is critical to first responders in assisting with handling vital information that links police officers, firefighters and paramedics.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on September 21, 2015.

FISCAL INFORMATION

\$7,251,132.08 - 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 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

TriTech Software Systems, Inc.

| | | | |
|---------------|----|-----------------|----|
| White Male | 94 | White Female | 59 |
| Black Male | 2 | Black Female | 4 |
| Hispanic Male | 9 | Hispanic Female | 3 |
| Other Male | 18 | Other Female | 17 |

BID INFORMATION

| <u>Bidder</u> | <u>Address</u> | <u>Amount</u> |
|--------------------------------|--|----------------------|
| TriTech Software Systems, Inc. | 9477 Waples Street Suite 100 San Diego, CA 92121 | \$7,251,132.08 |

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

TriTech Software Systems, Inc.

Christopher D. Maloney, President
Blake F. Clark, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a five-year service contract for maintenance and support of the City's existing computer aided dispatch system – TriTech Software Systems, Inc., sole source – Not to exceed \$7,251,133 - Financing: Current Funds (subject to annual appropriations)

TriTech Software Systems, 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 | \$7,251,132.08 | 100.00% |
| TOTAL CONTRACT | \$7,251,132.08 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

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

September 22, 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 TriTech Software Systems, Inc. (514648) for maintenance and support of the City's existing computer aided dispatch system for a term of five years in an amount not to exceed \$7,251,132.08, 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 TriTech Software Systems, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by TriTech Software Systems, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$7,251,132.08 (subject to annual appropriations):

| <u>FUND</u> | <u>DEPT</u> | <u>UNIT</u> | <u>OBJ</u> | <u>AMOUNT</u> | <u>FY</u> | <u>ENCUMBRANCE</u> |
|-------------|-------------|-------------|------------|----------------|-----------|--------------------|
| 0198 | DSV | 1676 | 3070 | \$ 126,889.83 | 2015 | CTDSV15CADMNT |
| 0198 | DSV | 1676 | 3099 | \$ 56,517.00 | 2015 | CTDSV15CADMNT |
| 0198 | DSV | 1676 | 3110 | \$1,078,339.74 | 2015 | CTDSV15CADMNT |
| 0198 | DSV | 1676 | 3070 | \$ 131,821.82 | 2016 | CTDSV16CADMNT |
| 0198 | DSV | 1676 | 3099 | \$ 59,705.00 | 2016 | CTDSV16CADMNT |
| 0198 | DSV | 1676 | 3110 | \$1,203,581.89 | 2016 | CTDSV16CADMNT |
| 0198 | DSV | 1676 | 3070 | \$ 137,000.41 | 2017 | CTDSV17CADMNT |
| 0198 | DSV | 1676 | 3099 | \$ 59,705.00 | 2017 | CTDSV17CADMNT |
| 0198 | DSV | 1676 | 3110 | \$1,265,110.99 | 2017 | CTDSV17CADMNT |
| 0198 | DSV | 1676 | 3070 | \$ 142,437.93 | 2018 | CTDSV18CADMNT |
| 0198 | DSV | 1676 | 3099 | \$ 59,705.00 | 2018 | CTDSV18CADMNT |
| 0198 | DSV | 1676 | 3110 | \$1,328,141.53 | 2018 | CTDSV18CADMNT |
| 0198 | DSV | 1676 | 3070 | \$ 148,147.33 | 2019 | CTDSV19CADMNT |
| 0198 | DSV | 1676 | 3099 | \$ 59,705.00 | 2019 | CTDSV19CADMNT |
| 0198 | DSV | 1676 | 3110 | \$1,394,323.61 | 2019 | CTDSV19CADMNT |

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 # 5

KEY FOCUS AREA: E-Gov

AGENDA DATE: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Communication and Information Services

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** an acquisition contract for the purchase and implementation of hardware and software for a council agenda system in the amount of \$171,140; and **(2)** a five-year service contract for maintenance and support for a council agenda system in the amount of \$49,000 - PROVOX Systems, Inc., most advantageous proposer of four - Total not to exceed \$220,140 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This contract will allow for the purchase, installation and maintenance of a comprehensive agenda system that will be utilized for the preparation of City Council agendas and the posting of Boards and Commissions documents. The system will automate the process to compile and publish the official agenda documents with relevant attachments to the web for public review. The system will also integrate with other City systems to validate certain content and store electronic documents once documents are finalized. This new solution will provide new functionality while giving more flexibility in managing the preparation of the agendas. Some of the benefits gained include the ability to customize forms and reports, greater automation in the creation, review and approval of documents as well as access via the web or mobile devices. Maintenance and support includes software version upgrades, patches and bug fixes and technical support to remediate software issues.

This solution will replace the existing legacy Council Agenda Preparation System (CAPS) that was implemented in 1995 and is no longer supported by the manufacturer.

BACKGROUND (Continued)

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

- Communication and Information Services (2)
- City Secretary's Office (1)
- Police (1)
- Water Utilities (1)
- City Manager's Office (1)
- Management Services (Agenda Office) (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 demonstrated competence and qualifications under the following criteria:

- Cost 30%
- Experience and capability 25%
- Functional match 15%
- Technical match 15%
- Business Inclusion and Development Plan 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 580 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and 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, notifications were sent by the Business Development and Procurement Services' 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 September 21, 2015.

FISCAL INFORMATION

\$220,140.00 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

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

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

ETHNIC COMPOSITION

PROVOX Systems, Inc.

| | | | |
|---------------|----|-----------------|---|
| White Male | 20 | White Female | 6 |
| Black Male | 0 | Black Female | 0 |
| Hispanic Male | 0 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

PROPOSAL INFORMATION

The following proposals were received from solicitation number BHZ1515 and were opened on July 2, 2015. These contracts are being awarded in its entirety to the most advantageous proposer.

*Denotes successful proposer

| <u>Proposers</u> | <u>Address</u> | <u>Score</u> | <u>Amount</u> |
|--------------------------|---|---------------------|----------------------|
| *PROVOX Systems, Inc. | 8591 Synergy Dr. Suite 223 McKinney, TX 75070 | 80% | \$220,140.00 |
| Accela, Inc. | 2633 Camino Ramon Suite 500 San Ramon, CA 94583 | 71% | \$365,600.00 |
| Granicus, Inc. | 707 17th St. Suite 4000 Denver, CO 80202 | 59% | \$303,100.00 |

PROPOSAL INFORMATION (Continued)

| <u>Proposers</u> | <u>Address</u> | <u>Score</u> | <u>Amount</u> |
|--------------------------|---|---------------------|----------------------|
| Hyland Software, Inc. | 28500 Clemens Rd. Westlake, OH 44145 | 49% | \$586,616.00 |

OWNER

PROVOX Systems, Inc.

Markus Vogt, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** an acquisition contract for the purchase and implementation of hardware and software for a council agenda system in the amount of \$171,140; and **(2)** a five-year service contract for maintenance and support for a council agenda system in the amount of \$49,000 - PROVOX Systems, Inc., most advantageous proposer of four - Total not to exceed \$220,140 - Financing: Current Funds (subject to annual appropriations)

PROVOX Systems, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

| | <u>Amount</u> | <u>Percent</u> |
|---------------------------|---------------------|----------------|
| Total local contracts | \$0.00 | 0.00% |
| Total non-local contracts | \$220,140.00 | 100.00% |
| TOTAL CONTRACT | \$220,140.00 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

| <u>Non-local</u> | <u>Certification</u> | <u>Amount</u> | <u>Percent</u> |
|-----------------------------------|----------------------|--------------------|----------------|
| Saratoga Software Solutions, Inc. | WFWB63774N1216 | \$22,800.00 | 10.36% |
| Total Minority - Non-local | | \$22,800.00 | 10.36% |

TOTAL M/WBE CONTRACT PARTICIPATION

| | <u>Local</u> | <u>Percent</u> | <u>Local & Non-Local</u> | <u>Percent</u> |
|-------------------|---------------|----------------|------------------------------|----------------|
| African American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Hispanic American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Asian American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Native American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| WBE | \$0.00 | 0.00% | \$22,800.00 | 10.36% |
| Total | \$0.00 | 0.00% | \$22,800.00 | 10.36% |

September 22, 2015

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

Section 1. That the City Manager is authorized to execute (1) an acquisition contract for the purchase and implementation of hardware and software for a council agenda system in the amount of \$171,140.00; and (2) a five-year service contract for maintenance and support for a council agenda system in the amount of \$49,000.00, with PROVOX Systems, Inc. (VS89338) in a total amount not to exceed \$220,140.00, 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 PROVOX Systems, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by PROVOX Systems, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$220,140.00 (subject to annual appropriations):

| <u>FUND</u> | <u>DEPT</u> | <u>UNIT</u> | <u>OBJ</u> | <u>AMOUNT</u> | <u>FY</u> | <u>ENCUMBRANCE</u> |
|-------------|-------------|-------------|------------|---------------|-----------|--------------------|
| 0198 | DSV | 1665 | 3070 | \$33,900.00 | 2015 | CTDSV15CAPSUP |
| 0198 | DSV | 1665 | 4735 | \$42,300.00 | 2015 | CTDSV15CAPSUP |
| 0198 | DSV | 1665 | 3438 | \$ 9,800.00 | 2015 | CTDSV15CAPSUP |
| 0198 | DSV | 1665 | 3438 | \$ 9,800.00 | 2016 | CTDSV16CAPSMT |
| 0198 | DSV | 1665 | 3070 | \$54,940.00 | 2017 | CTDSV17CAPSUPG |
| 0198 | DSV | 1665 | 4735 | \$40,000.00 | 2017 | CTDSV17CAPSUPG |
| 0198 | DSV | 1665 | 3438 | \$ 9,800.00 | 2017 | CT DSV17CAPSMT |
| 0198 | DSV | 1665 | 3438 | \$ 9,800.00 | 2018 | CTDSV18AGENOM |
| 0198 | DSV | 1665 | 3438 | \$ 9,800.00 | 2019 | CTDSV19AGENOM |

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: | September 22, 2015 |
| COUNCIL DISTRICT(S): | All |
| DEPARTMENT: | Business Development & Procurement Services Office of Risk Management |
| CMO: | Jeanne Chipperfield, 670-7804 |
| MAPSCO: | N/A |

SUBJECT

Authorize a three-year subscription agreement, with two one-year renewal options, for a centralized risk claims management system - Origami Risk, LLC, most advantageous proposer of four - Not to exceed \$409,434 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

This contract will provide for a centralized risk claims management system. The City annually stores and tracks over 3,000 workers' compensation, liability and auto claims, safety training records, vehicle collision files and limited duty case files in the following systems and software:

- C-Star Portal – provides 3rd party claims system for workers' compensation and liability data
- Lawson Human Resources Information System
- Intelx - Provides Occupational Health and Safety objectives

This system will provide:

- Central location to store, access and retrieve all of the City's safety and claim related data
- Full integration of Office of Risk Management's functions
- Incident trends and patterns
- Advanced customized reports
- Safety scorecard(s)
- Return-to-Work diary system (paperless)
- Citywide staff web-based accessibility

BACKGROUND (Continued)

A six member evaluation committee was selected from the following departments

- Office of Risk Management (2)
- Center for Performance Excellence (1)
- Office of Environmental Quality (1)
- Communication and Information Services (1)
- Business Development and Procurement Services (1)*

*Business Development and Procurement Services only evaluated the cost.

- Cost 30%
- Technical/functional match 30%
- Experience and capabilities 25%
- Approach 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 1,018 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and 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, notifications were sent by the Business Development and Procurement Services' 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 September 21, 2015.

FISCAL INFORMATION

\$409,434.00 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

1,018 - M/WBE and Non-M/WBE vendors were contacted

M/WBE INFORMATION (Continued)

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

ETHNIC COMPOSITION

Origami Risk, LLC

| | | | |
|---------------|----|-----------------|----|
| White Male | 33 | White Female | 23 |
| Black Male | 0 | Black Female | 0 |
| Hispanic Male | 0 | Hispanic Female | 0 |
| Other Male | 2 | Other Female | 1 |

PROPOSAL INFORMATION

The following proposals were received from solicitation number BHZ1514 and were opened on May 14, 2015. This subscription agreement is being awarded in its entirety to the most advantageous proposer.

*Denotes successful proposer

| <u>Proposers</u> | <u>Address</u> | <u>Score</u> | <u>Amount</u> |
|--------------------------|---|---------------------|----------------------|
| *Origami Risk, LLC | 444 N. Orleans St. Irving, TX 75063 | 93% | \$409,434.00 |
| Marsh ClearSight, LLC | 540 W. Madison St. Chicago, IL 60661 | 87% | \$408,891.00 |
| JDi Data Corporation | 2400 E Commercial Blvd. Ft. Lauderdale, FL 33308 | 75% | \$496,700.00 |
| System Soft Technologies | 3000 Bayport Dr. Suite 840 Tampa, FL 33607 | 70% | \$335,250.00 |

OWNER

Origami Risk, LLC

Bob Petrie, President
Aaron Shapiro, Vice President
Kathy Buesch, Treasurer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year subscription agreement, with two one-year renewal options, for a centralized risk claims management system - Origami Risk, LLC, most advantageous proposer of four - Not to exceed \$409,434 - Financing: Current Funds (subject to annual appropriations)

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

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

| | <u>Amount</u> | <u>Percent</u> |
|---------------------------|---------------------|----------------|
| Total local contracts | \$0.00 | 0.00% |
| Total non-local contracts | \$409,434.00 | 100.00% |
| TOTAL CONTRACT | \$409,434.00 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

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

September 22, 2015

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

Section 1. That the City Manager is authorized to execute a subscription agreement with Origami Risk, LLC (VS89073) for a centralized risk claims management system for a term of three years, with two one-year renewal options, in an amount not to exceed \$409,434.00, 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 Origami Risk, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Origami Risk, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$409,434.00 (subject to annual appropriations):

| <u>FUND</u> | <u>DEPT</u> | <u>UNIT</u> | <u>OBJ</u> | <u>AMOUNT</u> | <u>FY</u> | <u>ENCUMBRANCE</u> |
|-------------|-------------|-------------|------------|---------------|-----------|--------------------|
| 0189 | ORM | 3801 | 3070 | \$167,743.00 | 2015 | ORM3801RMISFY1 |
| 0189 | ORM | 3801 | 3070 | \$120,845.00 | 2016 | ORM3801RMISFY2 |
| 0189 | ORM | 3801 | 3070 | \$120,846.00 | 2017 | ORM3801RMISFY3 |

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: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Fire
Aviation
Street Services
Water Utilities
Equipment & Building Services

CMO: Jeanne Chipperfield, 670-7804
Eric Campbell, 670-3255
Ryan S. Evans, 671-9837
Jill A. Jordan, P.E., 670-5299
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** the purchase of six ambulances - Southwest Ambulance Sales, LLC in the amount of \$1,282,558, seven pumpers and two aerial trucks - Metro Fire Apparatus Specialists, Inc. in the amount of \$5,960,357, two aircraft rescue and firefighting apparatus - DACO Fire Equipment, Inc. in the amount of \$1,935,342 and two mowers - Four Brothers Outdoor Power in the amount of \$43,000 through the Houston-Galveston Area Council of Governments; **(2)** the purchase of ten sport utility vehicles - Sam Pack's Five Star Ford in the amount of \$279,062, three dump trucks - Southwest International Trucks, Inc. in the amount of \$303,170, two tractors - Four Brothers Outdoor Power in the amount of \$102,000 and ten garbage trucks - Chastang Ford in the amount of \$1,985,505 through the Texas Association of School Boards; and **(3)** the purchase of one roll-off container truck - East Texas Mack Sales, LLC in the amount of \$164,813 through The Interlocal Purchasing System - Total not to exceed \$12,055,807 - Financing: Current Funds (\$3,850,295), Municipal Lease Agreement Funds (\$5,960,357), Aviation Capital Construction Funds (\$1,935,342) and Water Utilities Current Funds (\$309,813)

BACKGROUND

This item will authorize the purchase of fleet vehicles and equipment for various City departments. Below is a list of the units:

- Ambulances - 6
- Pumpers - 7 (5 - fire pumpers, 2 – type III wildland pumpers)

BACKGROUND (Continued)

- Aerial trucks - 2
- Aircraft rescue and firefighting (ARFF) apparatus - 2
- Sport utility vehicles - 10 (8 - Fire-Rescue, 2 - Street Services)
- Roll-off container truck - 1 (Water Utilities)
- Dump trucks - 3 (Street Services)
- Mowers - 2 (Water Utilities)
- Tractors - 2 (Water Utilities)
- Garbage trucks - 10 (Sanitation)

Fire-Rescue's (DFR) acquisitions of emergency equipment are replacement vehicles, with the exception of one pumper truck which is an addition to DFR's fleet. These vehicles and equipment will be used for emergency response for the citizens of Dallas. Units will be utilized in aircraft firefighting emergency response, as well as emergency fire, Emergency Medical Services (EMS) and wildland scenarios.

DFR responded to 120,193 fire emergency calls in FY 2013-14 accumulating approximately 884,542 miles in the City and is on pace to match and possibly exceed that mileage this fiscal year. Emergency services are vital to the City's community and therefore the equipment used in the delivery of these services must be effective and reliable.

The fire equipment being replaced (two aerial trucks, five fire pumpers and two type III wildland pumpers) have met their useful life of twelve to fifteen years respectively. These vehicles have gone through an evaluation process using an established criterion to ensure that only vehicles that have exceeded their regular maintenance program are replaced. The equipment evaluation process uses criterion that includes life-to-date maintenance costs, recommended replacement mileage, recommended replacement life and a point system that includes down time, and number of work orders to determine vehicles productivity.

Street Services is requesting to purchase three dump trucks and two sports utility vehicles (SUV). The dump trucks are requested to replace rental units and will aid in the completion of planned work on street maintenance projects. The SUVs are requested to support increased construction field inspections. These SUVs will assist the employees in hauling tools and equipment necessary for them to perform these inspections.

This purchase will provide one new roll-off container truck to be used to dispose of lime grit. Lime grit is generated as waste from the water treatment process at Eastside Wastewater Treatment Plant. The plant produces four to six 30-yard roll-off containers every month. Currently, the plant uses a contracted company to haul off the lime grit to the landfill, and when the contractor is not available or the volumes are too high, the plant uses resources, personnel, and equipment from Central Wastewater Treatment Plant (CWWTP) to help transport the waste.

BACKGROUND (Continued)

The purchase of this roll-off truck will provide CWWTP more flexibility in the disposal of this waste as well as eliminate the need for the contractor.

The Southside Wastewater Treatment Plant (SWWTP) covers approximately 2,800 acres of land. Due to the large amount of open grassland SWWTP requires a continuous mowing schedule. To perform these tasks SWWTP plant services personnel must have reliable mowing equipment. In FY 2014-2015 budget for SWWTP money was designated for the purchase of 2 new Holland tractors and 2 Rhino Batwing mowers. This equipment is to replace existing equipment that has met its useful life. The tractors will be used to mobilize the large mowers that are a part of this purchase and also to move other large towable equipment needed by plant personnel to maintain the facility.

Equipment and Building Services is requesting to purchase ten replacement garbage trucks used for refuse and recycling collection throughout the City which have exceeded their useful lives of five to seven years. Each has been evaluated using established criteria to ensure that only vehicles that have exceeded their useful life are replaced. The equipment evaluation includes life-to-date maintenance costs, recommended replacement mileage and recommended replacement life.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 21, 2011, City Council authorized an ordinance for the proposed FY 2011-12 City of Dallas Operating, Grants and Trusts, and Capital Budgets by Resolution No. 11-2613.

On January 11, 2012, City Council authorized a one-year master agreement for the purchase of one hundred ninety-six pieces of fleet equipment and a one-year master agreement for the purchase of one hundred three pieces of fleet equipment by Resolution No. 12-0162.

On June 27, 2012, City Council authorized the purchase of fourteen ambulances, five fire pumpers and two aerial trucks by Resolution No. 12-1616.

On June 12, 2013, City Council authorized a one-year master agreement for the purchase of two hundred seventy-two pieces of fleet and equipment, a one-year master agreement for the purchase of eight pieces of fleet equipment and a one-year master agreement for the purchase of four pieces of fleet equipment by Resolution No. 13-0936.

On September 25, 2013, City Council authorized the purchase of fourteen ambulances, five fire pumpers, aerial trucks and two wildland engines; and one lift body truck by Resolution No. 13-1669.

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

On December 11, 2013, City Council authorized a one-year master agreement for the purchase of two-hundred ten fleet vehicles and equipment, thirty-eight fleet vehicles and equipment and eighty-eight fleet vehicles and equipment by Resolution No. 13-2055.

On March 25, 2015, City Council authorized a one-year master agreement for the purchase of eighty seven fleet vehicles and equipment, twenty fleet vehicles and equipment and one-hundred nine fleet vehicles and equipment by Resolution No. 15-0478.

Information about this item will be provided to the Budget, Finance and Audit Committee on September 21, 2015.

FISCAL INFORMATION

\$3,850,294.67 - Current Funds
\$ 309,813.00 - Water Utilities Current Funds
\$1,935,342.00 - Aviation Capital Construction Funds
\$5,960,357.00 - Municipal Lease Agreement Funds

ETHNIC COMPOSITION

Southwest Ambulance Sales, LLC

| | | | |
|---------------|---|-----------------|---|
| White Male | 8 | White Female | 2 |
| Black Male | 0 | Black Female | 0 |
| Hispanic Male | 0 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

Metro Fire Apparatus Specialists, Inc.

| | | | |
|---------------|----|-----------------|---|
| White Male | 50 | White Female | 2 |
| Black Male | 3 | Black Female | 0 |
| Hispanic Male | 14 | Hispanic Female | 2 |
| Other Male | 0 | Other Female | 0 |

DACO Fire Equipment, Inc.

| | | | |
|---------------|----|-----------------|---|
| White Male | 16 | White Female | 2 |
| Black Male | 2 | Black Female | 0 |
| Hispanic Male | 1 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

ETHNIC COMPOSITION (Continued)

Sam Pack's Five Star Ford

| | | | |
|---------------|----|-----------------|----|
| White Male | 93 | White Female | 16 |
| Black Male | 21 | Black Female | 0 |
| Hispanic Male | 73 | Hispanic Female | 9 |
| Other Male | 6 | Other Female | 1 |

Southwest International Trucks, Inc.

| | | | |
|---------------|-----|-----------------|----|
| White Male | 265 | White Female | 36 |
| Black Male | 21 | Black Female | 1 |
| Hispanic Male | 80 | Hispanic Female | 5 |
| Other Male | 3 | Other Female | 0 |

East Texas Mack Sales, LLC

| | | | |
|---------------|----|-----------------|---|
| White Male | 47 | White Female | 8 |
| Black Male | 0 | Black Female | 1 |
| Hispanic Male | 9 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

Four Brothers Outdoor Power

| | | | |
|---------------|----|-----------------|---|
| White Male | 17 | White Female | 8 |
| Black Male | 0 | Black Female | 0 |
| Hispanic Male | 6 | Hispanic Female | 0 |
| Other Male | 0 | Other Female | 0 |

Chastang Ford

| | | | |
|---------------|----|-----------------|---|
| White Male | 30 | White Female | 7 |
| Black Male | 7 | Black Female | 0 |
| Hispanic Male | 21 | Hispanic Female | 5 |
| Other Male | 0 | Other Female | 0 |

OWNERS

Southwest Ambulance Sales, LLC

Paul Cartusciello, President
Heath A. Hardwick, Vice President

Metro Fire Apparatus Specialists, Inc.

Craig N. Russell, President

OWNERS (Continued)

DACO Fire Equipment, Inc.

Steve Davis, President
Wesley Dobmeier, Vice President
Garrett Dobmeier, Secretary

Sam Pack's Five Star Ford

Sam Pack, President

Southwest International Trucks, Inc.

Russ Trimble, President
Shane McBee, Vice President
Jane Roth, Secretary

East Texas Mack Sales, LLC

Bill Bankston, President
David Carroum, Vice President
Joseph Kennedy, Secretary

Four Brothers Outdoor Power

Rex Kelly, President
Russell Kelly, Vice President
Eddy Kelly, Secretary

Chastang Ford

Joseph Chastang, President
Patrick Chastang, Vice President
Steve Bobo, Secretary

September 22, 2015

WHEREAS, on September 21, 2011, City Council authorized an ordinance for the proposed FY 2011-12 City of Dallas Operating, Grants and Trusts, and Capital Budgets by Resolution No. 11-2613; and,

WHEREAS, on January 11, 2012, City Council authorized a one-year master agreement for the purchase of one hundred ninety-six pieces of fleet equipment and a one-year master agreement for the purchase of one hundred three pieces of fleet equipment by Resolution No. 12-0162; and,

WHEREAS, on June 27, 2012, City Council authorized the purchase of fourteen ambulances, five fire pumpers and two aerial trucks by Resolution No. 12-1616; and,

WHEREAS, on June 12, 2013, City Council authorized a one-year master agreement for the purchase of two hundred seventy-two pieces of fleet and equipment, a one-year master agreement for the purchase of eight pieces of fleet equipment and a one-year master agreement for the purchase of four pieces of fleet equipment by Resolution No. 13-0936; and,

WHEREAS, on September 25, 2013, City Council authorized the purchase of fourteen ambulances, five fire pumpers, aerial trucks and two wildland engines; and one lift body truck by Resolution No. 13-1669; and,

WHEREAS, on December 11, 2013, City Council authorized a one-year master agreement for the purchase of two-hundred ten fleet vehicles and equipment, thirty-eight fleet vehicles and equipment and eighty-eight fleet vehicles and equipment by Resolution No. 13-2055; and

WHEREAS, on March 25, 2015, City Council authorized a one-year master agreement for the purchase of eighty seven fleet vehicles and equipment, twenty fleet vehicles and equipment and one-hundred nine fleet vehicles and equipment by Resolution No. 15-0478.

NOW, THEREFORE,

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

September 22, 2015

Section 1. That (1) the purchase of six ambulances is authorized with Southwest Ambulance Sales, LLC (VS0000080367) in an amount of \$1,282,558.00, seven pumpers and two aerial trucks is authorized with Metro Fire Apparatus Specialists, Inc. (339015) in an amount of \$5,960,357.00, two aircraft rescue and firefighting apparatus is authorized with DACO Fire Equipment, Inc. (VS0000077031) in an amount of \$1,935,342.00 and two mowers is authorized with Four Brothers Outdoor Power (256331) in an amount of \$43,000.00 through the Houston-Galveston Area Council of Governments; (2) the purchase of ten sport utility vehicles is authorized with Sam Pack's Five Star Ford (113696) in an amount of \$279,062.10, three dump trucks is authorized with Southwest International Trucks, Inc. (003940) in an amount of \$303,169.57, two tractors is authorized with Four Brothers Outdoor Power (256331) in an amount of \$102,000.00 and ten garbage trucks is authorized with Chastang Ford (VS0000011688) in an amount of \$1,985,505.00 through the Texas Association of School Boards; and (3) the purchase of one roll-off container truck is authorized with East Texas Mack Sales, LLC (VS88669) in an amount of \$164,813.00 through The Interlocal Purchasing System in a total amount not to exceed \$12,055,806.67.

Section 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for six ambulances, seven pumpers, two aerial trucks, two aircraft rescue and firefighting apparatus, two mowers, ten sport utility vehicles, three dump trucks, two tractors, ten garbage trucks and one roll-off container truck. 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 authorized to disburse funds from the following appropriations in an amount not to exceed \$12,055,806.67:

| <u>Fund</u> | <u>Dept</u> | <u>Unit</u> | <u>Obj</u> | <u>Amount</u> | <u>Encumbrance</u> |
|-------------|-------------|-------------|------------|----------------|--------------------|
| 0001 | BMS | 1991 | 4742 | \$1,282,558.00 | PODFD00000120951 |
| ML15 | DFD | E344 | 4742 | \$5,960,357.00 | PODFD00000120641 |
| 0131 | AVI | W006 | 4890 | \$1,935,342.00 | POAVI00000120642 |
| 0001 | BMS | 1991 | 4742 | \$ 218,352.02 | PODFD00000120953 |
| 0001 | STS | 3432 | 4742 | \$ 303,169.57 | POSTS00000120970 |
| 0001 | STS | 3052 | 4740 | \$ 60,710.08 | POSTS00000120969 |
| 0100 | DWU | 7455 | 4740 | \$ 145,000.00 | POSTS00000120643 |
| 0100 | DWU | 7333 | 4742 | \$ 164,813.00 | PODWU00000120644 |
| 0001 | BMS | 1991 | 4742 | \$1,985,505.00 | POBMS00000121040 |

September 22, 2015

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

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 ITEM # 9

KEY FOCUS AREA: Public Safety

AGENDA DATE: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Water Utilities

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities – Shannon Chemical Corporation, lowest responsible bidder of four - Not to exceed \$6,034,625 - Financing: Water Utilities Current Funds

BACKGROUND

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

This master agreement will provide dipotassium orthophosphate to the City's three water treatment plants. Dipotassium orthophosphate is an NSF certified chemical used for corrosion control in potable water systems. Water Utilities (DWU) uses this chemical to reduce the effects of corrosion and maintenance on the water system infrastructure. DWU has been using this corrosion inhibitor at all three water treatment plants since 2010, this product has also been shown to minimize and greatly reduce the occurrence of lead and copper which are regulated under the Safe Drinking Water Act. DWU provides service to an estimated 2.4 million people in Dallas and surrounding communities. On average, the City pumps over 417 million gallons of water per day.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This bid resulted in a 4.68% decrease on comparable unit prices for the bid awarded in 2012.

BACKGROUND (Continued)

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 97 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and 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, notifications were sent by the Business Development and Procurement Services' 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 March 9, 2011, City Council authorized a one-year master agreement for dipotassium orthophosphate (chemical for corrosion control) to be used by Water Utilities by Resolution No. 11-0624.

On March 28, 2012, City Council authorized a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities by Resolution No. 12-0860.

Information about this item will be provided to the Budget, Finance and Audit Committee on September 21, 2015.

FISCAL INFORMATION

\$6,034,624.06 - Water Utilities Current Funds

M/WBE INFORMATION

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

97 - 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

Shannon Chemical Corporation

| | | | |
|---------------|---|-----------------|---|
| White Male | 8 | White Female | 5 |
| 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 BP1515 and opened on July 30, 2015. This master agreement is being awarded in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

| <u>Bidders</u> | <u>Address</u> | <u>Amount of Bid</u> |
|-----------------------------------|---------------------------------------|-----------------------------|
| *Shannon Chemical Corporation | 602 Jeffers Cr. Exton, PA 19341 | \$6,034,624.06 |
| Carus Corporation | 315 Fifth St. Peru, IL 61354 | \$6,048,094.21 |
| Simply Aquatics, Inc. | 567 CR 3065 Kirbyville, TX 75956 | \$6,061,564.35 |
| Tri Chem Specialty Chemicals, LLC | 111 Tennyson Pl. Coppell, TX 75019 | \$6,464,321.63 |

OWNER

Shannon Chemical Corporation

Daniel C. Flynn, President
Karl Spivak, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities – Shannon Chemical Corporation, lowest responsible bidder of four - Not to exceed \$6,034,625 - Financing: Water Utilities Current Funds

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

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

| | <u>Amount</u> | <u>Percent</u> |
|---------------------------|-----------------------|----------------|
| Total local contracts | \$0.00 | 0.00% |
| Total non-local contracts | \$6,034,624.06 | 100.00% |
| TOTAL CONTRACT | \$6,034,624.06 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

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

September 22, 2015

WHEREAS, on March 9, 2011, City Council authorized a one-year master agreement for dipotassium orthophosphate (chemical for corrosion control) to be used by Water Utilities by Resolution No. 11-0624; and,

WHEREAS, on March 28, 2012, City Council authorized a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities by Resolution No. 12-0860; and,

WHEREAS, on October 2, 2014, Administrative Action No. 14-7008 authorized to extend the term for the master agreement for dipotassium orthophosphate through March 28, 2016;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of dipotassium orthophosphate to be used by Water Utilities is authorized with Shannon Chemical Corporation (516884) for a term of three years in an amount not to exceed \$6,034,624.06.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for dipotassium orthophosphate to be used by Water Utilities. If a written contract is required or requested for any or all purchases of dipotassium orthophosphate to be used by Water Utilities 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 \$6,034,624.06.

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: Clean, Healthy Environment

AGENDA DATE: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Water Utilities

CMO: Jeanne Chipperfield, 670-7804
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for ferrous sulfate and ferrous chloride – Pencco, Inc., lowest responsible bidder of three - Not to exceed \$6,731,640 - Financing: Water Utilities Current Funds

BACKGROUND

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

This master agreement will enable the City to purchase ferrous sulfate and ferrous chloride for use in the wastewater treatment process. Chemicals purchased under this agreement protect the wastewater system infrastructure against corrosion, improve sludge quality for safer disposal and mitigate nuisance odors which may occur throughout the wastewater system.

Odors are generated during the process of conveying the wastewater from its inception to the treatment plant. While traveling through sewer lines, wastewater can become septic and generate hydrogen sulfides, which is easily recognized by its offensive odor. The chemicals will be dosed directly into the wastewater systems by nine independent dosing systems which are placed in various locations throughout the City.

Water Utilities provides wastewater treatment services to approximately 1,350,000 customers in Dallas and surrounding communities. The City treats approximately 65 billion gallons of wastewater per year.

BACKGROUND (Continued)

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services used its procurement system to send out 225 email bid notifications to vendors registered under respective commodities. To further increase competition, Business Development and 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, notifications were sent by the Business Development and Procurement Services' 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 April, 27, 2011, City Council authorized a one-year master agreement for ferrous sulfate and ferrous chloride to be used by Water Utilities by Resolution No. 11-1104.

On March 28, 2012, City Council authorized a three-year master agreement for ferrous sulfate and ferrous chloride by Resolution No. 12-0861.

On August 12, 2015, City Council authorized the rejection of the only bid received for liquid ferrous iron salt and the re-advertisement for new bids by Resolution No. 15-1476.

Information about this item will be provided to the Budget, Finance and Audit Committee on September 21, 2015.

FISCAL INFORMATION

\$6,731,640.00 - Water Utilities Current Funds

M/WBE INFORMATION

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

225 - 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

Pencco, Inc.

| | | | |
|---------------|----|-----------------|---|
| White Male | 44 | White Female | 9 |
| Black Male | 8 | Black Female | 1 |
| Hispanic Male | 22 | Hispanic Female | 2 |
| Other Male | 0 | Other Female | 0 |

BID INFORMATION

The following bids were received from solicitation number BP1518 and were opened on September 4, 2015. This master agreement is being awarded to the lowest responsive and responsible bidder by group. Information related to this solicitation is available upon request.

*Denotes successful bidder

| <u>Bidders</u> | <u>Address</u> | <u>Amount of Bid</u> |
|---------------------------|--|-----------------------------|
| *Pencco, Inc. | 831 Bartlett Road Sealy, TX 77474 | Multiple Groups |
| Aerooke Services, LLC | 627 Becden Road Howe, TX 78459 | Multiple Groups |
| Altivia Chemicals, LLC | 1100 Louisiana Street Houston, TX 77002 | Multiple Groups |

OWNER

Pencco, Inc.

Aline Horne, President
Sarah Duffy, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for ferrous sulfate and ferrous chloride – Pencco, Inc., lowest responsible bidder of three - Not to exceed \$6,731,640 - Financing: Water Utilities Current Funds

Pencco, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following subcontractor.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

| | <u>Amount</u> | <u>Percent</u> |
|---------------------------|-----------------------|----------------|
| Total local contracts | \$0.00 | 0.00% |
| Total non-local contracts | \$6,731,640.00 | 100.00% |
| TOTAL CONTRACT | \$6,731,640.00 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

| <u>Non-local</u> | <u>Certification</u> | <u>Amount</u> | <u>Percent</u> |
|-----------------------------------|----------------------|--------------------|----------------|
| Ricochet Fuel | WFWB63913Y0117 | \$67,316.40 | 1.00% |
| Total Minority - Non-local | | \$67,316.40 | 1.00% |

TOTAL M/WBE CONTRACT PARTICIPATION

| | <u>Local</u> | <u>Percent</u> | <u>Local & Non-Local</u> | <u>Percent</u> |
|-------------------|---------------|----------------|------------------------------|----------------|
| African American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Hispanic American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Asian American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Native American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| WBE | \$0.00 | 0.00% | \$67,316.40 | 1.00% |
| Total | \$0.00 | 0.00% | \$67,316.40 | 1.00% |

September 22, 2015

WHEREAS, on April 27, 2011, City Council authorized a one-year master agreement for ferrous sulfate and ferrous chloride to be used by Water Utilities by Resolution No. 11-1104; and,

WHEREAS, on March 28, 2012, City Council authorized a three-year master agreement for ferrous sulfate and ferrous chloride by Resolution No. 12-0861; and,

WHEREAS, on November 13, 2014, Administrative Action No. 14-7009 authorized to extend the term of the master agreement for ferrous sulfate through September 26, 2015; and,

WHEREAS, on August 12, 2015, City Council authorized the rejection of the only bid received for liquid ferrous iron salt and the re-advertisement for new bids by Resolution No. 15-1476;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of ferrous sulfate and ferrous chloride is authorized with Pencco, Inc. (266895) for a term of three years in an amount not to exceed \$6,731,640.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for ferrous sulfate and ferrous chloride. If a written contract is required or requested for any or all purchases of ferrous sulfate and ferrous chloride 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 \$6,731,640.00.

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.

ADDENDUM ITEM # 2

KEY FOCUS AREA: E-Gov

AGENDA DATE: September 22, 2015

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Street Services

CMO: Jeanne Chipperfield, 670-7804
Jill A. Jordan, P.E., 670-5299

MAPSCO: N/A

SUBJECT

Authorize **(1)** a three-year master agreement for the purchase of liquid polymer asphalt material – New Life Products and Equipment Company in the amount of \$1,072,500; and **(2)** the purchase of two liquid polymer asphalt dispensing machines – C & O Equipment Company in the amount of \$185,000, lowest responsible bidders of four – Total not to exceed \$1,257,500 – Financing: Current Funds

BACKGROUND

This item is on the addendum due to funding that must be acted on before the next available agenda.

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.

The master agreement will provide liquid polymer asphalt material and two liquid polymer asphalt dispensing machines for Streets Services. Liquid polymer asphalt is a self-leveling, rapid setting asphalt mix that provides efficient repair of potholes on the City's roadways and alleys. This material allows for the roadways to be re-opened within 10 minutes after application.

The purchase of two liquid polymer asphalt dispensing machines will allow staff to apply liquid polymer asphalt material on roadways in a more efficient manner compared to current practices thus minimizing negative impacts to traffic flow. The liquid polymer asphalt machine is specifically designed to easily apply material to affected areas.

Street Services repairs approximately 30,000 potholes a year and this application will provide the department with another technique in repairing street defects.

BACKGROUND (Continued)

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 794 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 September 21, 2015.

FISCAL INFORMATION

\$1,257,500.00 – Current Funds

M/WBE INFORMATION

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

794 – 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

New Life Products and Equipment Company

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

ETHNIC COMPOSITION (Continued)

C & O Equipment Company

| | | | |
|---------------|----|-----------------|---|
| White Male | 19 | White Female | 3 |
| Black Male | 0 | Black Female | 0 |
| Hispanic Male | 4 | Hispanic Female | 1 |
| Other Male | 0 | Other Female | 0 |

BID INFORMATION

The following bids were received from solicitation number BN1517 and were opened on September 16, 2015. The master agreement and purchase are being awarded to the lowest responsive and responsible bidders by line.

*Denotes successful bidders

| <u>Bidders</u> | <u>Address</u> | <u>Amount of Bid</u> |
|--|--|---|
| *New Life Products and Equipment Company | 4811 Grisham Dr. Rowlett, TX 75088 | Line 1 - \$ 194,902.00 Line 2 - \$1,072,500.00 |
| *C & O Equipment Company | 3445 S. Alvarado Blvd. Burleson, TX 76009 | Line 1 - \$ 185,000.00 Line 2 - \$1,375,000.00 |
| Ring-O-Matic, Inc. | 1714 Fifield Rd. Pella, IA 50219 | Line 1 - \$ 197,042.00 Line 2 - \$1,347,500.00 |
| Midway Seal Coating and Striping Company | 5520 Weatherford Rd. Midlothian, TX 76065 | Line 1 - \$ 244,000.00 Line 2 - \$1,430,000.00 |

OWNERS

New Life Products and Equipment Company

Gregory Cole, President
Jalee Gill, Vice President
Emily Mendel, Secretary
Matthew Cole, Treasurer

C & O Equipment Company

Jody Clint Clayton, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** a three-year master agreement for the purchase of liquid polymer asphalt material – New Life Products and Equipment Company in the amount of \$1,072,500; and **(2)** the purchase of two liquid polymer asphalt dispensing machines – C & O Equipment Company in the amount of \$185,000, lowest responsible bidders of four – Total not to exceed \$1,257,500 – Financing: Current Funds

New Life Products and Equipment Company is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following subcontractor. C & O Equipment Company is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

| | <u>Amount</u> | <u>Percent</u> |
|---------------------------|-----------------------|----------------|
| Total local contracts | \$1,072,500.00 | 85.29% |
| Total non-local contracts | \$185,000.00 | 14.71% |
| TOTAL CONTRACT | \$1,257,500.00 | 100.00% |

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

| <u>Local</u> | <u>Certification</u> | <u>Amount</u> | <u>Percent</u> |
|-------------------------------|----------------------|--------------------|----------------|
| Perimeter Logistics | WFWB48528N0716 | \$10,075.00 | 0.94% |
| Total Minority - Local | | \$10,075.00 | 0.94% |

Non-Local Contractors / Sub-Contractors

None

TOTAL M/WBE CONTRACT PARTICIPATION

| | <u>Local</u> | <u>Percent</u> | <u>Local & Non-Local</u> | <u>Percent</u> |
|-------------------|--------------------|----------------|------------------------------|----------------|
| African American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Hispanic American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Asian American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| Native American | \$0.00 | 0.00% | \$0.00 | 0.00% |
| WBE | \$10,075.00 | 0.94% | \$10,075.00 | 0.80% |
| Total | \$10,075.00 | 0.94% | \$10,075.00 | 0.80% |

September 22, 2015

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

Section 1. That a master agreement for the purchase of liquid polymer asphalt material is authorized with New Life Products and Equipment Company (VS0000085673) for a term of three years in an amount not to exceed \$1,072,500.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for liquid polymer asphalt material. If a written contract is required or requested for any or all purchases of liquid polymer asphalt material 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 \$1,072,500.00.

Section 4. That the purchase of two liquid polymer asphalt dispensing machines is authorized with C & O Equipment Company (VS0000004821) in an amount not to exceed \$185,000.00.

Section 5. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for two liquid polymer asphalt dispensing machines. 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 6. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$185,000.00:

| <u>Fund</u> | <u>Dept</u> | <u>Unit</u> | <u>Object</u> | <u>Encumbrance</u> | <u>Amount</u> |
|-------------|-------------|-------------|---------------|--------------------|---------------|
| 0001 | STS | 3411 | 4720 | POSTS00000121146 | \$185,000.00 |

Section 7. 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.