

BUDGET, FINANCE, & AUDIT COMMITTEE

DALLAS CITY COUNCIL COMMITTEE AGENDA

RECEIVED

2016 OCT 13 PM 4: 56

CITY SECRETARY
DALLAS, TEXAS

MONDAY, OCTOBER 17, 2016
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 the minutes from the September 19, 2016 Budget, Finance, & Audit Committee meeting

BRIEFINGS

2. Financial Advisory Services Contract
Corrine Steeger, Assistant Director
City Controller's Office
3. Dallas Love Field
Parking Garage C Update
Mark Duebner, Director
Aviation
4. City Facilities Needs Inventory
Zaida Basora, Assistant Director
Equipment and Building Services

FYI:

5. Financial Forecast Report
Information as of August 31, 2016

UPCOMING AGENDA ITEMS

October 26, 2016 City Council Meeting

- A. Draft Agenda Item: Authorize a three-year service contract for the purchase and application of hydro-mulch - 814 Solutions, LLC, lowest responsible bidder of two - Not to exceed \$186,060 - Financing: Stormwater Drainage Management Current Funds (\$181,800) and Water Utilities Current Funds (\$4,260) (subject to annual appropriations)

- B. Draft Agenda Item: Authorize a three-year service contract for digitization services - DRS Imaging Services of Texas, Inc., most advantageous proposer of twelve - Not to exceed \$663,660 - Financing: Building Inspection Current Funds (subject to annual appropriations)
- C. Draft Agenda Item: Authorize a three-year service contract for temporary day labor - Lane Staffing, Inc., most advantageous proposer of five - Not to exceed \$14,783,393 - Financing: Current Funds (\$11,380,493), Convention and Event Services Current Funds (\$1,947,450), Water Utilities Current Funds (\$1,067,452), and Aviation Current Funds (\$387,998) (subject to annual appropriations)
- D. Draft Agenda Item: Authorize a five-year service contract for financial advisory services - Hilltop Securities, Inc. in the amount of \$75,000 and Estrada Hinojosa & Company, Inc. in the amount of \$50,000 proposed jointly; and PFM Financial Advisors, LLC in the amount of \$375,000, most advantageous proposers of three - Total not to exceed \$500,000 - Financing: Financial advisory fees to be paid from bond proceeds and Water Utilities Current Funds, contingent upon completion of each bond sale; fees for advisory services not related to bond issuance to be paid from Current funds (\$500,000) (subject to annual appropriations)
- E. Draft Agenda Item: Authorize the purchase of one heavy duty snow blower, with attachments, for Aviation - M-B Companies, Inc. through the National Joint Powers Alliance - Not to exceed \$1,241,368 - Financing: Aviation Current Funds
- F. Draft Agenda Item: Authorize (1) a three-year master agreement for the purchase of mulch materials - The LETCO Group, LLC dba Living Earth in the amount of \$549,010, GWG Wood Group, Inc. in the amount of \$308,644 and Blackson, Inc. in the amount of \$75,600; and (2) a three-year service contract for the delivery and installation of playground chips - Naturomulch, LLC in the amount of \$1,431,000, lowest responsible bidders of six - Total not to exceed \$2,364,254 - Financing: Current Funds (\$1,890,813), Water Utilities Current Funds (\$338,078), Aviation Current Funds (\$135,000) and 2016-17 Community Development Block Grant Funds (\$363) (subject to annual appropriations)
- G. Draft Agenda Item: Authorize a three-year master agreement for large concrete water pipes and accessories - Forterra Pressure Pipe, Inc. in the amount of \$4,469,223 and Forterra Pipe & Precast, LLC in the amount of \$1,113,936, most advantageous proposers of two - Total not to exceed \$5,583,159 - Financing: Current Funds (\$1,012,007), Water Utilities Current Funds (\$4,246,528), and Stormwater Drainage Management Current Funds (\$324,624)
- H. Draft Agenda Item: Authorize Supplemental Agreement No. 1 to increase the service contract for temporary information technology professionals - EJES, Inc. in the amount of \$665,309 from \$2,661,237 to \$3,326,546, Global Information Systems, Inc. in the amount of \$248,119 from \$992,478 to \$1,240,597, and Sierra Infosys, Inc. in the amount of \$87,807 from \$351,228 to \$439,035 - Total not to exceed \$1,001,235, from \$4,004,943 to \$5,006,178 - Financing: Current Funds (subject to annual appropriations)

- I. Draft Agenda Item: Authorize payment of annual membership fees and continuation of arrangements for providing specialized municipal-related services to Gartner, Inc. (IT Executives and Leaders) in the amount of \$116,687, North Central Texas Council of Governments in the amount of \$125,773, Steering Committee of Cities Served by Oncor in the amount of \$168,178, Texas Coalition of Cities For Utility Issues in the amount of \$52,004, Texas Municipal League in the amount of \$51,194, Water Environment and Reuse Foundation in the amount of \$82,800, and Water Research Foundation in the amount of \$288,644 - Total not to exceed \$885,280 - Financing: Current Funds (\$513,836) and Water Utilities Current Funds (\$371,444)
- J. Draft Agenda Item: Authorize a three-year professional services contract, with two one-year renewal options, for spay/neuter services - Spay Neuter Network, most qualified respondent of three - Not to exceed \$2,037,978 - Financing: Current Funds (subject to annual appropriations)
- K. Draft Agenda Item: Authorize (1) rescinding the service contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory testing services; and (2) a service contract for analytical laboratory testing services through December 10, 2017 – Pace Analytical Services, Inc., second lowest responsible bidder of eight - Not to exceed \$948,211 - Financing: Current Funds (\$2,955), Water Utilities Current Funds (\$761,564), Stormwater Drainage Management Current Funds (\$165,357) and Sanitation Current Funds (\$18,335) (subject to annual appropriations)
- L. Draft Agenda Item: Authorize the purchase of twenty-six fleet vehicles for Code Compliance – Sam Pack's Five Star Ford through the Texas Smartbuy – Not to exceed \$622,160 – 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.

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

Budget, Finance, & Audit Committee

Meeting Record

Meeting Date: September 19, 2016

Convened: 1:04 pm

Adjourned: 2:09 pm

Committee Members Present:

Jennifer S. Gates, Chair
Erik Wilson

Rickey D. Callahan
Lee Kleinman

Committee Members Absent:

Philip T. Kingston, Vice-Chair
Scott Griggs

Other Council Members Present:

N/A

Staff Present:

Craig D. Kinton
Michael Frosch
Jack Ireland
Jeanne Chipperfield
Akilah McLaughlin
Elizabeth Reich

Stephanie Cooper
Robert Sims
Corrine Steeger
Theresa O'Donnell
William Finch
Zaida Basora

Edward Scott
Lance Sehorn
William Finch
Robin Bentley

Others Present:

N/A

AGENDA:

Call to Order

1. Consideration of the September 6, 2016 Minutes

Presenter(s):

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to approve the August 1, 2016 minutes. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

2. Green Bond Issuance: Closing the Wealth Gap

Presenter(s): Michelle Corson, CEO, *Champion Impact Capital*

Information Only: _

Action Taken/Committee Recommendation(s):

A motion was made to move forward with committee recommendation for staff to go forward with a fully vetted proposal. Motion passed on unanimous vote.

Motion made by: Rickey D. Callahan

Motion seconded by: Erik Wilson

Budget, Finance, & Audit Committee

Meeting Record

3. July 2016 Financial Forecast Report

Presenter(s): Jack Ireland, Director, *Office of Financial Services*

Information Only:

Action Taken/Committee Recommendation(s):

Motion made by: N/A

Motion seconded by: N/A

UPCOMING AGENDA ITEMS:

September 21, 2016 City Council Meeting

A. Draft Agenda Item: A resolution ratifying the increase in total property tax revenues reflected in the FY 2016-17 budget - Revenue: TBD

A motion was made to forward to the City Council on Wednesday, September 20, 2016 with recommendation of the item to be adjusted to read to determine \$56,117,860 as the increased revenue for purposes of discussion. Motion passed on divided vote.

Motion made by: Lee Kleinman

Motion seconded by: Rickey D. Callahan

B. Draft Agenda Item: Authorize a consulting contract for actuarial services related to the Dallas Police and Fire Pension System - Deloitte Consulting, LLP - Not to exceed \$414,000 - Financing: Contingency Reserve Funds

A motion was made to forward to the City Council on September 20, 2016 with recommendation of the item not to exceed \$201,000 and not to include any evaluation of the merger of ERF and pension at this time until Council has been given a legal opinion. Motion passed on unanimous vote.

Motion made by: Jennifer S. Gates

Motion seconded by: Erik Wilson

C. Draft Agenda Item: Authorize a three-year maintenance and support contract for printer repair services - NovaCopy, Inc., most advantageous proposer of five - Not to exceed \$363,766 - Financing: Current Funds (subject to annual appropriations)

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

D. Draft Agenda Item: Authorize a three-year service contract for cured-in-place pipe rehabilitation - Insituform Technologies, LLC, most advantageous proposer of three - Not to exceed \$7,173,511 - Financing: Water Utilities Capital Construction Funds

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

Budget, Finance, & Audit Committee

Meeting Record

- E. Draft Agenda Item: Authorize a five-year service contract to provide chemicals, services and testing of the cooling and heating hydronic systems at the Kay Bailey Hutchison Convention Center Dallas - Chem-Aqua, Inc., most advantageous proposer of four - Not to exceed \$107,917 - Financing: Convention and Event Services Current Funds (subject to annual appropriations)

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

- F. Draft Agenda Item: Authorize a three-year master agreement for the purchase of sod - Robert Denison dba Brokers Quality Grass in the amount of \$542,203, Blue Sky Sod Farm, LLC in the amount of \$156,357 and J&J Sod Company, LLC in the amount of \$128,728, lowest responsible bidders of three - Total not to exceed \$827,288 - Financing: Current Funds (\$694,016), Water Utilities Current Funds (\$117,477), Stormwater Drainage Management Current Funds (\$8,277) and Sanitation Current Funds (\$7,518)

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

- G. Draft Agenda Item: Authorize a three-year master agreement for original equipment parts to maintain city vehicles and equipment - Westway Ford in the amount of \$4,159,500, Holt Texas, LTD in the amount of \$3,631,850, Southwest International Trucks, Inc. in the amount of \$2,935,500, Love Field Chrysler Dodge Jeep in the amount of \$2,558,000, Rush Truck Centers of Texas, LP in the amount of \$2,105,000, Landmark Equipment in the amount of \$1,775,400, Autonation Chevrolet Galleria in the amount of \$1,743,000, IEH Auto Parts dba Auto Parts and The Pep Boys in the amount of \$1,505,500, Town East Ford II LP in the amount of \$1,421,000, MHC Kenworth in the amount of \$1,025,500, Kirby-Smith Machinery in the amount of \$849,900, Metro Fire Apparatus Specialists in the amount of \$841,500, RDO Equipment Co. in the amount of \$590,000, Quality Fire Truck Parts, LLC in the amount of \$437,000, Stewart and Stevenson Power Products, LLC in the amount of \$429,000, CLS Sewer Equipment Co., Inc. in the amount of \$266,000, Associated Supply Company, Inc. in the amount of \$220,000, CTE Holding, LLC in the amount of \$208,000, Park Cities Ford in the amount of \$180,600, Industrial Disposal Supply in the amount of \$164,000, Metro Golf Cars in the amount of \$143,000 and Dickson Equipment Co., Inc. in the amount of \$90,000, lowest responsible bidders of thirty - Total not to exceed \$27,279,250 - Financing: Current Funds (\$22,449,900), Sanitation Current Funds (\$3,679,350), Water Utilities Current Funds (\$1,009,500), Aviation Current Funds (\$68,100), Convention and Event Services Current Funds (\$30,000) and Stormwater Drainage Management Current Funds (\$42,400)

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

Budget, Finance, & Audit Committee

Meeting Record

- H. Draft Agenda Item: Authorize supplemental agreement no. 1 to increase the service contract for the rental of vehicles and equipment with Hertz Equipment Rental Corporation in the amount of \$984,040, from \$3,936,162 to \$4,920,202, EAN Holdings, LLC aka Enterprise Rent-A-Car in the amount of \$470,958, from \$1,883,833 to \$2,354,791, Landmark Equipment, Inc. in the amount of \$386,523, from \$1,546,095 to \$1,932,618, Holt Texas, LTD in the amount of \$366,490, from \$1,465,960 to \$1,832,450, Bane Machinery, Inc. in the amount of \$277,971, from \$1,111,885 to \$1,389,856, Four Seasons Equipment, Inc. in the amount of \$147,837, from \$591,350 to \$739,187, R.B. Everett & Company in the amount of \$62,497, from \$249,991 to \$312,488, United Rentals (Northwest), Inc. in the amount of \$61,277, from \$245,110 to \$306,387, Metro Golf Cars in the amount of \$35,327, from \$141,309 to \$176,636, Berry Companies, Inc. dba Bobcat of Dallas in the amount of \$24,750, from \$99,000 to \$123,750 and Kirby-Smith Machinery, Inc. in the amount of \$22,247, from \$88,990 to \$111,237 and to extend the contract term through March 23, 2017 – Total not to exceed \$2,839,917 from \$11,359,685 to \$14,199,602 - Financing: Current Funds (subject to annual appropriations)

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

- I. Late Draft Agenda Item: Authorize the purchase of four fleet vehicles for Fire-Rescue - Sam Pack's Five Star Ford through Texas Smartbuy - Not to exceed \$121,381 - Financing: Current Funds

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

- J. Late Draft Agenda Item: Authorize the sale of three wheel loaders with backhoe; and one concrete truck through a public auction on August 26, 2016 to JBJCP Company in the amount of \$30,100, Anthony Escobar in the amount of \$23,250, Burnett Trucking in the amount of \$21,500 and Hrg Equipment Corp. in the amount of \$20,500, highest bidders - Revenue: \$95,350

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

- K. Late Draft Agenda Item: Authorize the second one-year renewal option of three, to the Job Order Services contract with (1) Kellogg Brown and Root, LLC dba Brown and Root Industrial Services, LLC, for construction services in the amount of \$4,358,053, from \$7,844,496 to \$12,202,549; and (2) METCO Engineering, Inc. for mechanical, electrical and plumbing improvements in the amount of \$1,875,000, from \$3,375,000 to \$5,250,000 - total not to exceed \$6,233,053 - Financing: Aviation Current Funds \$2,000,000, subject to appropriations, Convention and Event Services Capital Construction Funds \$3,000,000, Park and Recreation Program Funds \$500,000, and 2006 Bond Funds \$733,053

A motion was made to forward to the City Council on September 20, 2016. Motion passed on unanimous vote.

Motion made by: Erik Wilson

Motion seconded by: Lee Kleinman

Budget, Finance, & Audit Committee
Meeting Record

Adjourn

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

DRAFT

Memorandum



CITY OF DALLAS

DATE October 14, 2016

TO Honorable 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 Financial Advisory Services Contract

On Monday, October 17, 2016, the City Controller's Office will brief the Budget, Finance, & Audit Committee on the Financial Advisory Services Contract. We have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

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

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

City of Dallas Financial Advisory Services Contracts



BUDGET, FINANCE, & AUDIT
COMMITTEE
October 17, 2016

PURPOSE

- Review the selection process
- Make an award recommendation



FINANCIAL ADVISORY SERVICES

Assist the City in all aspects of debt issuance

- Develop financing plan
- Set financing terms and coordinate related services
- Prepare documentation
- Coordinate bond rating process
- Conduct marketing and sale of bonds



FINANCIAL ADVISORY SERVICES

Provide other services, including:

- Monitor legislative, economic, budgetary, and regulatory changes
- Evaluate financing alternatives and products



FINANCIAL ADVISORY SERVICES

- Increasing complexity of municipal bond market since 2011
 - New regulations affecting issuers, advisors, and buyers
 - Would competition increase if the contract were split between bond issues based on pledged revenues?
 - Example: general obligation vs. revenue bonds

FINANCIAL ADVISORY SERVICES

- Do other issuers use multiple financial advisors?
 - State of Texas agencies (Texas Dept. of Transportation; Texas Water Development Board; Texas Public Finance Authority)
 - NTTA
 - City of San Antonio

FINANCIAL ADVISORY SERVICES

Group A - Obligations supported by a pledge of governmental fund revenues including:

- General Obligation (GO) Bonds
- GO Commercial Paper
- Certificates of Obligation (CO)
- Contractual Obligation Bonds



FINANCIAL ADVISORY SERVICES

Group B - Obligations supported by a pledge of designated enterprise revenues including:

- Waterworks and Sewer System (WW&SS) Revenue Bonds
- WW&SS Commercial Paper
- General Aviation Revenue Bonds
- Civic Center and Convention Complex Revenue Bonds
- Tax Increment Bonds



SELECTION PROCESS

Request for Competitive Sealed Proposals issued in July;
Three proposals received on July 27:

- Hilltop Securities (formally First Southwest Co.),
and Estrada Hinojosa & Company - Joint Proposal
- PFM Financial Advisors LLC
- New Capital Funding & Partners



SELECTION PROCESS

Evaluation committee reviewed and evaluated the proposals:

- Convention Center & Event Services
- Controller's Office
- Dallas Water Utilities
- Business Development & Procurement Services
 - Evaluated Business Inclusion and Development Plan and Cost



SELECTION PROCESS

Selection Criteria:

- 25% Overall approach to projects
- 30% Capability and expertise
- 30% Fees
- 15% Business Inclusion and Development (BID) plan



SELECTION PROCESS

Evaluation committee recommends award of financial advisory services contracts as follows:

- Group A – PFM Financial Advisors LLC
 - TKG & Associates, a certified M/WBE, will serve as a sub-contractor
- Group B – Hilltop Securities and Estrada Hinojosa & Co.



FINANCIAL ADVISORS

- PFM Financial Advisors LLC
 - Based in Philadelphia, PFM was founded in 1975 and has served as financial advisor to many of the largest US cities, including Austin and San Antonio
 - Texas offices located in Dallas and Austin
 - Consistently ranks among the top financial advisors

FINANCIAL ADVISORS

- Hilltop Securities (formerly First Southwest Co.) and Estrada Hinojosa & Co.
 - Based in Dallas, the firms have served as co-financial advisors to the City since 1995
 - Consistently rank among the top US financial advisors
 - Leading financial advisor in Texas

FINANCIAL ADVISORS

- Three separate, five-year term contracts
- Fees for bond issuance will be divided as follows:
 - Group A – PFM Financial Advisors LLC
 - Group B – 60% Hilltop Securities and 40% Estrada Hinojosa & Company
 - Fees for non-transactional services are 70% Hilltop Securities, 30% Estrada



FINANCIAL ADVISORS

Fees for bond issuance will be divided as follows:

- Group A – PFM Financial Advisors



	PFM Financial Advisors
First \$15,000,000	\$29,750
Next \$15,000,000	\$0.720 per \$1,000
Over \$30,000,000	\$0.600 per \$1,000

FINANCIAL ADVISORS

Fees for bond issuance will be divided as follows:

- Group B – Hilltop Securities and Estrada Hinojosa & Company



	Hilltop Securities	Estrada Hinojosa & Co.	Total
First \$15,000,000	\$14,175	\$6,075	\$20, 250
Next \$15,000,000	\$0.567 per \$1,000	\$0.243 per \$1,000	\$0.810 per \$1,000
Over \$30,000,000	\$0.350 per \$1,000	\$0.150 per \$1,000	\$0.500 per \$1,000

RECOMMENDATION

Recommend award of three five-year contracts for financial advisory services on October 26 Council agenda:



- Group A – PFM Financial Advisors LLC
- Group B – Hilltop Securities and Estrada Hinojosa & Company

Memorandum



CITY OF DALLAS

DATE October 14, 2016

TO Honorable 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 Dallas Love Field Parking Garage C Update

On Monday, October 17, 2016, Aviation will brief the Budget, Finance, & Audit Committee on the Dallas Love Field Parking Garage C Update. We have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

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

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council



DALLAS LOVE FIELD

PARKING GARAGE C UPDATE

BUDGET, FINANCE & AUDIT COMMITTEE

October 17, 2016

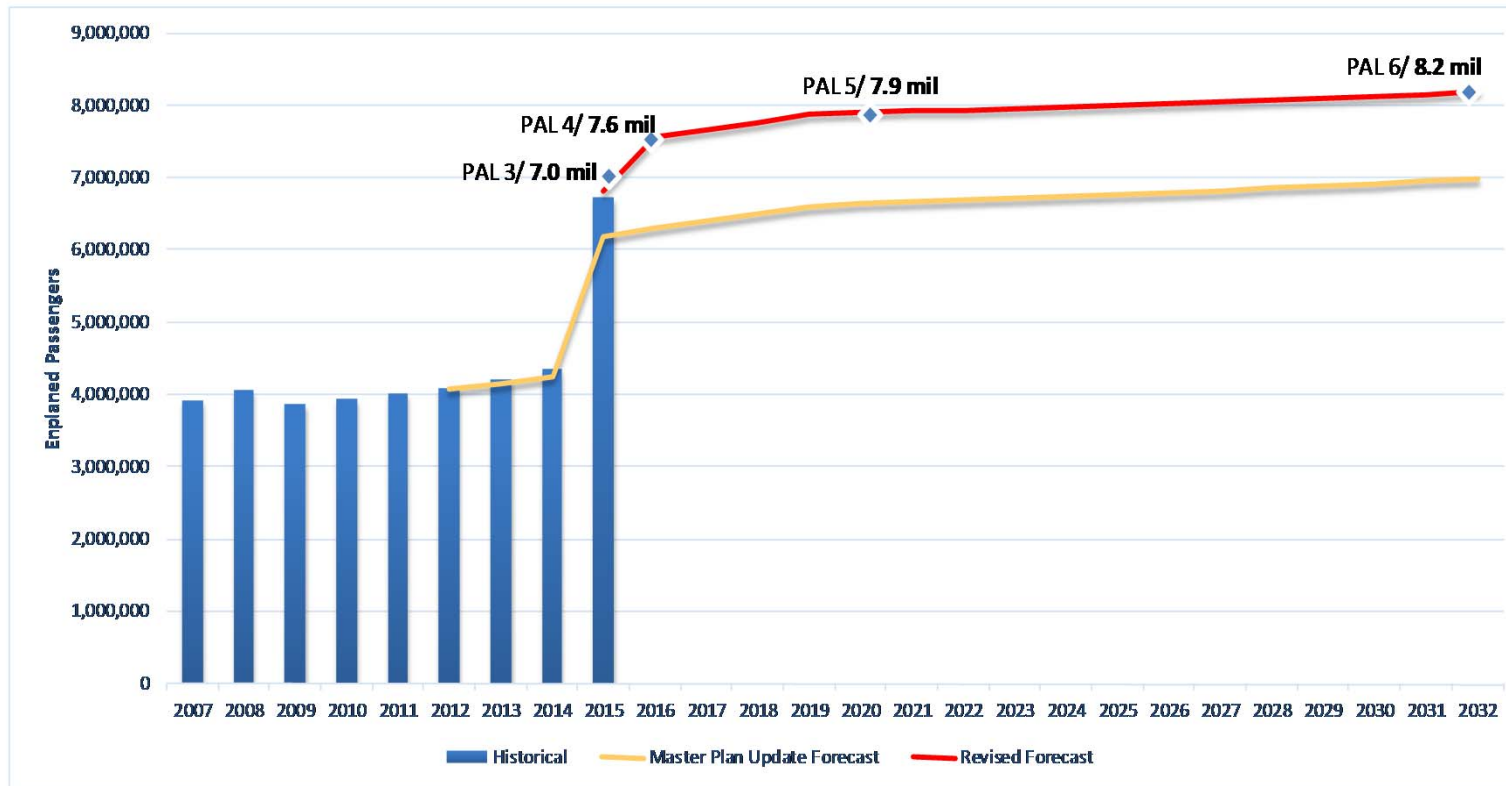


Dallas Love Field

BACKGROUND

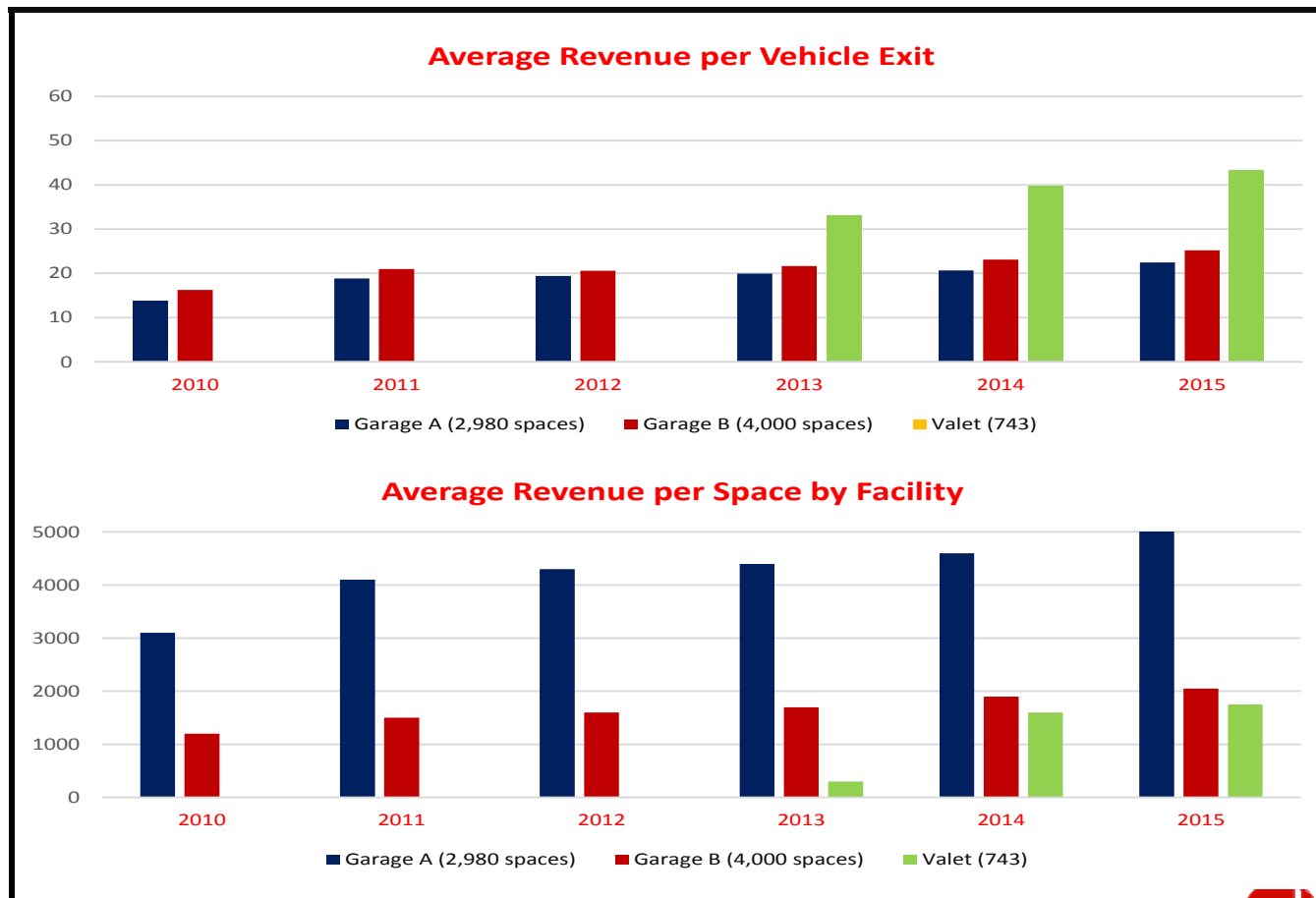
- **Briefed Council June 2015 that parking demands increased due to faster than anticipated growth in passenger activity post Wright Amendment**
- **In August 2015 parking requirements increased further due to additional routes added by airlines**
- **Briefed Economic Development Committee in August 2016 regarding increased costs and plans for second bond issuance**

REVISED PASSENGER ENPLANEMENT FORECAST



AVERAGE PARKING REVENUE

Facility	2010	2011	2012	2013	2014	2015
Garage A (2,980 spaces)	\$13.86	\$18.81	\$19.44	\$19.95	\$20.63	\$22.49
Garage B (4,000 spaces)	\$16.24	\$20.97	\$20.57	\$21.64	\$23.09	\$25.17
Valet (743)				\$33.08	\$39.73	\$43.31
Average of All Facilities	\$14.58	\$19.45	\$19.78	\$20.56	\$21.93	\$23.90



PARKING GARAGE C CONCEPTUAL DRAWINGS







PARKING GARAGE C BRIDGE



AERIAL PROGRESS PHOTO



AERIAL PROGRESS PHOTO



AERIAL PROGRESS PHOTO

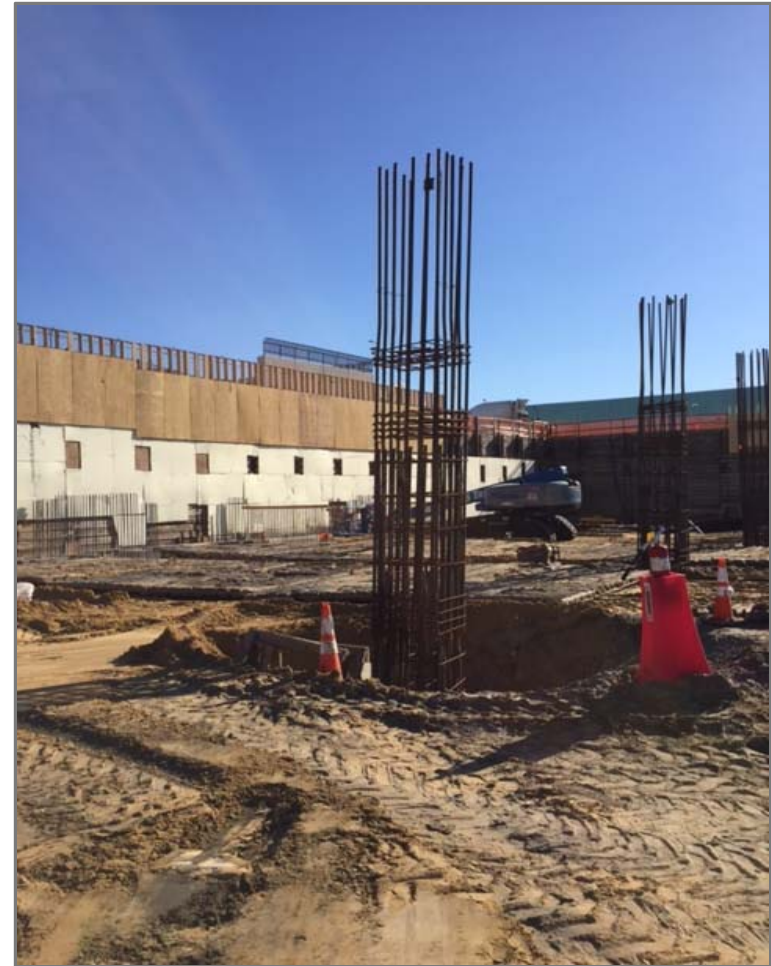


PROGRESS PHOTOS

Finished Interior Wall



Column ready for forms and concrete



PROGRESS PHOTOS

Level 1 deck concrete placement



PROGRESS PHOTOS

Spirit of Flight Sculpture and Fountain Relocation



Fountain



Center basin of fountain with pedestal for *Spirit of Flight* sculpture

PROGRESS PHOTO

Building A



15

Exterior looking Northwest

PROGRESS PHOTO

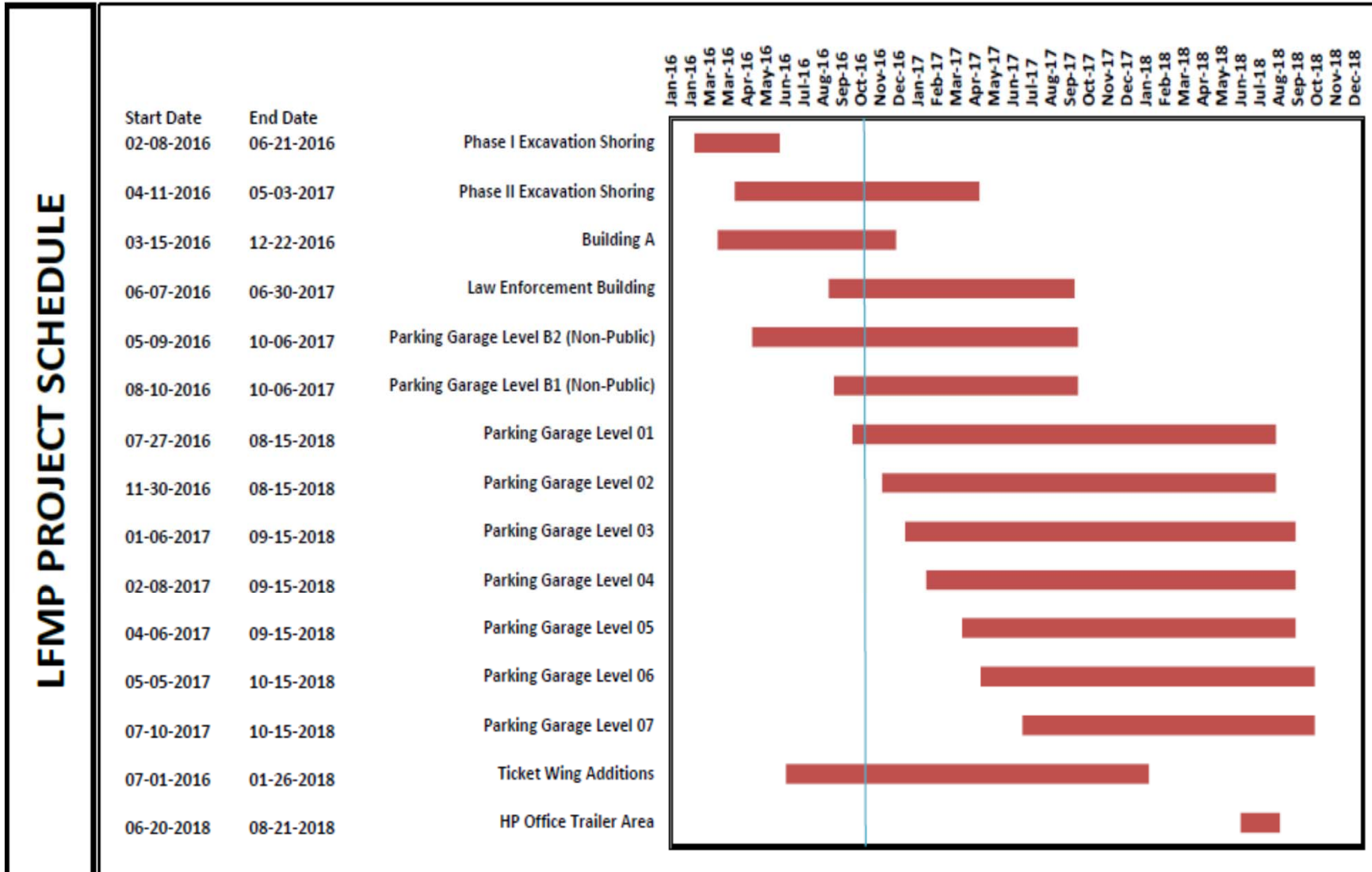


Building A - Level Two

GARAGE C CONSTRUCTION PHASING



PROJECT SCHEDULE



PARKING GARAGE PRICING EVOLVES

- **June 2015: Initial Estimate = \$181.8M**
 - Rough Order of Magnitude Estimate briefed
- **July 2015: Series 2015 Issued = \$100M**
- **March 2016 : Final Guarantee Max Price (FGMP) = \$208.7M**
 - Developed schematics, pre-construction design documents and construction drawings through a series of design workshops

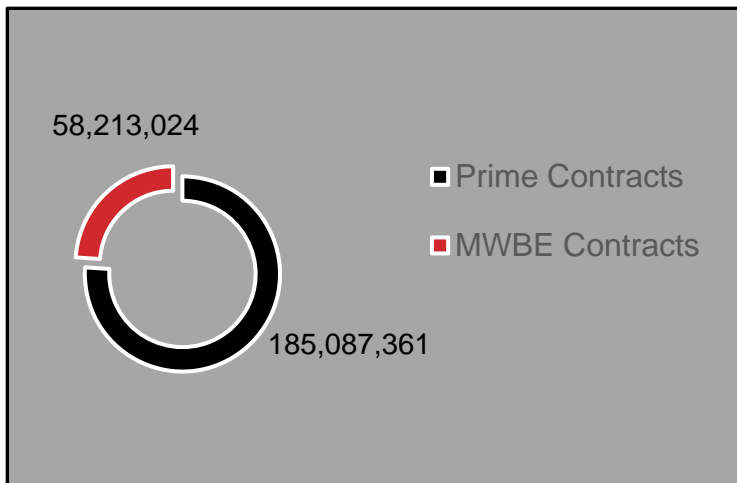
PROJECT COST BREAKOUT

Element	Current Budget	Current Commitment	Cost to Date	Estimate at Completion	Budget Variance
LFMP Parking Garage	208,767,792	185,515,423	53,068,087	208,767,792	-
Design	12,997,891	11,924,657	8,359,058	12,874,451	(123,440)
Construction	141,643,372	129,047,361	29,863,368	140,108,536	(1,534,836)
Construction Indirects	29,072,598	32,903,164	12,133,856	30,712,489	1,639,891
CMR Contingency	5,254,236	4,005,835	-	4,005,835	(1,248,401)
Project Management	10,086,885	7,634,405	2,711,806	10,350,359	263,474
Contingency	9,712,810	-	-	10,716,122	1,003,312

- Current program budget is \$208,767,792
- Trending \$1million under budget reflected as an increase to City’s contingency reserve
- The program is 88% bought out and 25.4% complete
 - Design – 64.9% complete
 - Construction – Current Guaranteed Maximum Price \$175,970,206; Estimated Cost at Completion \$174,826,860; 94.3% bought out; 24% complete
 - Other Costs – Program Management, Material Testing, Public Art
 - Current budget - \$10,086,885; Estimated cost at completion \$10,350,358; 26% complete

M/WBE PARTICIPATION TO AUGUST 2016

City of Dallas BID Category	M/WBE Goal	M/WBE % Achieved	M/WBE Contracts Awarded	Total Contracts Awarded
Architecture & Design	25.66%	22.60%	\$2.7M	\$11.9M
Construction	25.00%	31.96%	\$53M	\$166M
Professional Services	36.30%	34.50%	\$2.5M	\$7.2M
Other Services	23.80%	0.00%	\$0	\$0
Goods	18.00%	0.00%	\$0	\$0
Total		31.45%	\$58M	\$185M



- 65 contracts awarded to M/WBE Firms
 - 31.45% - M/WBE participation on contract awards totaling \$58M
 - 42.11% - M/WBE participation on Payments totaling \$22M

BOND SOURCES AND USES

Sources:	Series 2015	Series 2016	Total
Bond Proceeds:			
Par Amount	109,235,000.00	115,005,000.00	224,240,000.00
Premium	13,636,921.25	15,871,601.70	29,508,522.95
	<u>122,871,921.25</u>	<u>130,876,601.70</u>	<u>253,748,522.95</u>
Uses:			
Project Fund Deposits:			
Project Fund	100,000,000.00	108,767,791.00	208,767,791.00
Other Fund Deposits:			
Debt Service Reserve Fund	9,346,750.00	9,840,000.00	19,186,750.00
Capitalized Interest Fund	12,031,021.53	10,717,827.08	22,748,848.61
	<u>21,377,771.53</u>	<u>20,557,827.08</u>	<u>41,935,598.61</u>
Delivery Date Expenses:			
Cost of Issuance	866,297.41	880,000.00	1,746,297.41
Underwriter's Discount	627,852.31	670,501.25	1,298,353.56
	<u>1,494,149.72</u>	<u>1,550,501.25</u>	<u>3,044,650.97</u>
Other Uses of Funds:			
Additional Proceeds		482.37	482.37
	<u>122,871,921.25</u>	<u>130,876,601.70</u>	<u>253,748,522.95</u>

NEXT STEPS

- **Council approval of Final Guarantee Maximum Price (FGMP)**
- **Issue Series 2016 Bond – November 9, 2016**
- **Continue Garage C construction with goal to open all levels by October 2018**

BOND ISSUANCE

BOND SALE OVERVIEW

Total size of bond sale will not exceed \$131 million

- Issued by the Love Field Airport Modernization Corporation (LFAMC) as a component of the Love Field Modernization Program

Proposed bond sale will complete funding for the construction of a public parking garage and related improvements

- Issuance costs not to exceed \$560,000 to be paid from bond proceeds

Sale will be negotiated

SYNDICATE SELECTION

In April 2010, City Council approved two underwriting syndicate teams for negotiated sales. Council approval provided that:

- Bookrunning senior manager position would rotate between national and M/WBE firms
- Co-senior manager would be the highest ranking national or regional firm if the bookrunning senior manager position is assigned to the M/WBE firm on a rotating basis
- Alternate firms would assume the place on a team of a firm that could no longer serve

Since April 2010, Team A has underwritten four negotiated sales, and Team B has underwritten five negotiated sales

SYNDICATE TEAM A

It is proposed that Team A underwrite the Series 2016 LFAMC General Aviation Revenue Bond sale:

Senior Managers

Siebert Cisneros Shank & Co., L.L.C. (Bookrunning Senior Manager)

RBC Capital Markets (Co-Senior Manager)

Co-Managers

JP Morgan

Bank of America Merrill Lynch

Morgan Stanley

Raymond James & Assoc.

Stephens, Inc.

Cabrera Capital Markets

Duncan-Williams

TIMELINE FOR BOND SALE

- | | |
|---------------------------|---|
| October 17 | Budget, Finance and Audit Committee |
| October 26 | City Council Appoints New LFAMC Board Members |
| November 3
(tentative) | LFAMC board meets to request City Council approval to issue bonds |
| November 9 | City Council approval of LFAMC bond issuance |
| December 8 | Pricing of the bonds |
| January 18 | Deliver bonds and receive proceeds |

RECOMMENDATION

Authorize appointment of new Love Field Airport Modernization Corporation board members on the October 26th Council Agenda

Authorize the Love Field Airport Modernization Corporation to issue General Airport Revenue Bonds, Series 2016, in an amount up to \$131 million on the November 9th Council Agenda

ISSUANCE COSTS SCHEDULE

Estimated Issuance Costs

Co-Bond Counsel	\$108,000
Disclosure Counsel	35,000
Co-Financial Advisors	124,000
Debt Analysis/Structuring	40,000
Official Statement Printing	10,000
Rating Agencies	225,000
Auditor – Grant Thornton	8,500
Attorney General Filing Fee	9,500

Total \$560,000

Memorandum



CITY OF DALLAS

DATE October 14, 2016

TO Honorable 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 City Facilities Needs Inventory

On Monday, October 17, 2016, Equipment and Building Services will brief the Budget, Finance, & Audit Committee on the City Facilities Needs Inventory. We have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

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

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

City Facilities Needs Inventory

Budget, Finance and Audit Committee
October 17, 2016



Briefing Outline

- Overview of City Facilities
- Funding levels of recent bond programs
- Current needs
- Facility Condition Assessment Update

Overview of City Facilities

- City service and maintenance facilities include:
 - Service Centers across the City for equipment maintenance and building management
 - Central Service Center, Southeast Service Center, North Central Service Center, Northwest Service Center, Southwest Service Center and Hensley Field
 - Include facilities that house multiple or single services:
 - Code Compliance
 - Building Inspection
 - Mobility and Street Services
 - Sanitation
 - Patrol Stations (included in Police Facility Needs)
- Court and Detention Services
 - Municipal Annex and Central Service Center Detox Facility
- Animal Control Services
- Sanitation Services
- City Hall and Oak Cliff Municipal Building

2003 and 2006 Bond Program Funding Levels

- 2003 Bond Program
 - \$16.8 M City Service and Maintenance Facilities
 - \$11.8 M Animal Control (Shelter Facility)
 - \$24.0 M McCommas Landfill Facilities
- 2006 Bond Program
 - \$34.7 M City Service and Maintenance Facilities
 - \$ 7.9 M Court Facilities
- 2012 Bond Program did not include any facilities



Current Needs Inventory

- Major Maintenance \$73.1 M+*
- Replacement/Renovation / Expansion \$113.1 M
- New Facilities \$76.9 M

*High level estimates that continue to be refined as the facility condition assessments in the field are completed this month and reports and draft reports are compiled in November

Current Needs Inventory

Code Compliance

New Construction

Southeast District Offices Municipal St. Campus	Design and construction of 18,000 SF facility for SE Inspection District and Nuisance Abatement offices	\$8.1 M
Southeast District Maintenance Facility 2721 Municipal	Design and construction of 2,760 SF detached maintenance structure for Nuisance Abatement.	\$0.9 M
Northeast and N. Central District Offices 8904 Adlora Lane	Site acquisition, design and construction for 10,000 SF office for NE and N. Central Inspection Districts	\$5.6 M
Southwest District Offices 4020 W. Illinois	Design and construction for 15,000 SF joint use offices for Inspection & Building Services	\$7.1 M
Dallas Animal Services proposed location - Jim Miller at US 175	Design and construction for 52,000 SF impound facility for SE Inspection District	\$30.8 M
Sub Total - New Construction Needs		\$52.5 M

Current Needs Inventory

Code Compliance

Renovation/Expansion

Dallas Animal Services
1818 Westmoreland



Design and renovation of 52,000 SF facility, to upgrade key infrastructure components and 2,000 SF storage building with driveway and 4 parking spaces

\$11.2 M

Consumer Health Offices
7901 Goforth Rd.

Design and renovation of 16,626 SF office facility, including ADA upgrades for addition of an elevator, replace stairs, and new paving for 50 vehicle spaces

\$4.8 M

Storage Facility
7901 Goforth Rd.

Renovation of 2,000 SF storage shed for mosquito chemicals and power wash equipment, interior & exterior lighting

\$0.4 M

Sub Total - Renovation / Expansion Needs

\$16.4 M

Current Needs Inventory

Court Facilities

Replacement / Renovation / Expansion

Detention Center	Site Acquisition, design & construction of a new 40,000 SF Detention Center facility for all City Marshal services; including land acquisition, design, construction and security system. New facility to comply with Texas State Jail Standards	\$26.2 M
-------------------------	---	-----------------

Municipal Annex

2014 Main St



Design and Renovation (Phase II) 1) Interior finish-out of entire 5th Fl. 2) ADA compliant ramp at building exit, 3) clean and polish original marble floors and walls in public areas of 1st Fl., 4) repair exterior stone and windows, 5) re-finish oak paneling on 2nd Fl., and 6) install new emergency generator	\$6.4 M
--	----------------

Sub-Total of Replacement / Renovation/ Expansion Needs	\$32.6 M
---	-----------------

Current Needs Inventory

Mobility and Street Services Facilities

Replacement / Renovation / Expansion		
Northeast Service Center Replacement Facility	Site acquisition, design and construction of 12,000 SF maintenance facility	\$5.8 M
Southwest Service Center Replacement Facility 2505 Valleria	Design and construction of 12,000 SF maintenance facility on existing site	\$4.2 M
Central Service Center - Auxiliary	Site acquisition, design and construction of 21,408 SF admin. offices and warehouse, with 39,995 SF for equipment parking and 5,250 SF staff parking	\$9.5 M
Northwest Service Center 9500 Harry Hines Blvd.	Design and construction of 43,648 SF warehouse expansion	\$11.4 M
Sub-Total Replacement / Renovation / Expansion Needs		\$30.9 M

Current Needs Inventory


Sanitation Facilities

The Sanitation Enterprise would completely fund any debt service associated with any of these projects included in the Bond Program.

New Construction

SW Neighborhood Convenience Center	Site acquisition, design and construction of new neighborhood convenience center	\$3 M
SE Neighborhood Convenience Center	Site acquisition, design and construction of new neighborhood convenience center	\$3 M
Far North Transfer Station	Site acquisition, design and construction of new Far North Transfer Station facility. To include replacement facility for NE Service Center (\$5.6 M)	\$18.4 M
Sub-Total of New Construction Needs		\$24.4 M

Sanitation Facilities

Replacement / Renovation / Expansion		
McCommas Bluff Landfill 	Design and construction of replacement Scale House and inbound/outbound lane re-design	\$0.5 M
	Design and construction of two new wheel wash facilities to enhance environmental compliance	\$1.5 M
	Design and construction of a new Customer Convenience Center and drop-off location	\$3 M
Southeast Service Center	Site acquisition, design and construction of 16,000 sf replacement facility	\$3.2 M
Bachman Transfer Station 9500 Harry Hines	Design and renovation of upgrades to Bachman Transfer Station to increase capacity	\$8 M
Sub-Total of Replacement / Renovation / Expansion Needs		\$16.2 M

Current Needs Inventory

Service Centers

Replacement / Renovation / Expansion

Southeast Service Center Phase 2	Design and Construction of approx. 53,000 SF for fleet repair facility	\$17 M
---	--	--------

There are opportunities for economies of scale and other benefits in constructing shared used facilities for various departments having renovation needs in the same complexes/service centers.

This is being taken into consideration as the Recommended 2017 Capital Bond Program is developed for January.

Facility Condition Assessment Project Update


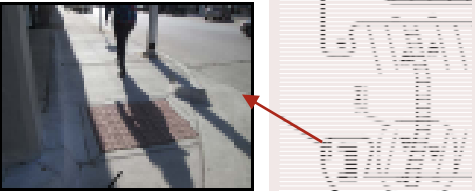
- Approximately 87% of project facilities have been assessed
- Field work on the remaining 13% is scheduled to be completed in October
- Draft survey report with cost estimates are scheduled to be received in November



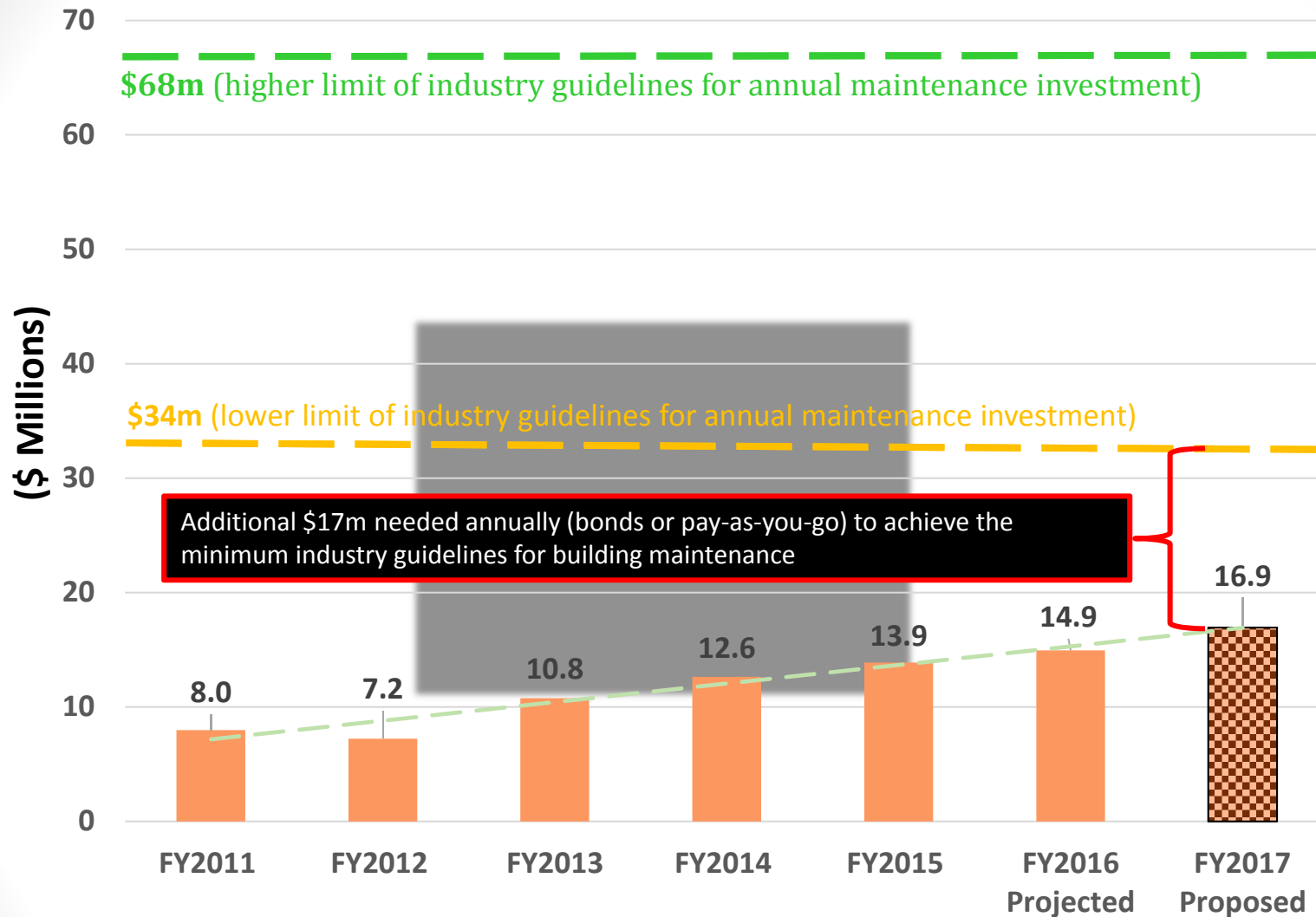
Facility Condition Assessment Project Update

- Many facilities have deficient building systems well past their useful lives:
 - Outdated, non compliant electrical systems, such as main switchgear, panelboards, and components where parts are no longer manufactured and pose a significant safety risk if failure occurs
 - Inadequate HVAC systems that rely on outdated parts and technology, are inefficient, require extensive maintenance, and susceptible to failure
 - Several locations have water intrusion issues that are causing substantial damage to other facility systems beyond architectural
- Facility rehabilitation and strategic renewal replacement investments will be an ongoing need in future capital investment Plans

Major Maintenance

Major Maintenance – examples of priority needs		
City Hall 	Replace existing roof and parapet flashing with new modified bitumen or TPO roof Plaza and garage roof replacement and water infiltration repairs	\$2.5 M \$15 M
ADA Updates Priority List 	Design and construction of ADA improvements in various facilities—access route, ramps, elevators, restroom updates	\$4 M
Roof Replacements	Design and construction of new roofs in various city facilities	\$2.5 M
Mechanical/electrical/plumbing Updates Priority List	Design and Renovation of upgrades to HVAC, electrical and plumbing systems at various facilities	\$12.5 M
Major Maintenance Needs		\$73.1 M+

EBS Facility Maintenance Budgeting



Additional \$17m needed annually (bonds or pay-as-you-go) to achieve the minimum industry guidelines for building maintenance

Industry guidelines suggest 2% to 4% of asset portfolio value as an adequate annual maintenance and repair budget (Source: Federal Facilities Council)

Questions?

Memorandum



CITY OF DALLAS

DATE October 14, 2016

TO Honorable 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 Financial Forecast Report

On Monday, October 17, 2016, the Office of Financial Services will brief the Budget, Finance, & Audit Committee on the FY 2015-16 Financial Forecast Report based on information through August 31, 2016.

We provided the Financial Forecast Report to Council on September 30, 2016. We have attached the briefing for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

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

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

Memorandum



CITY OF DALLAS

DATE September 30, 2016
TO The Honorable Mayor and Members of the City Council
SUBJECT Financial Forecast Report

The FY 2015-16 Financial Forecast Report based on information through August 2016 is attached and provided for your information. This report reflects amended budgets based on appropriation adjustments approved by Council throughout the year.

For FY 2015-16, General Fund revenues are projected to be \$3,800,000 above budget and expenditures are projected to be \$1,039,000 below budget. This results in forecast revenues being in excess of forecast expenditures by \$4,839,000. Details related to budget variances may be found at the end of the Financial Forecast Report.

We will continue to closely monitor revenues and expenditures and keep you informed.



A.C. Gonzalez
City Manager

Attachment

c: Ryan S. Evans, First Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Eric D. Campbell, Assistant City Manager
Mark McDaniel, Assistant City Manager
Elizabeth Reich, Chief Financial Officer
Jack Ireland, Director, Office of Financial Services



FY 2015-16

Financial Forecast Report

Information as of August 31, 2016



GENERAL FUND

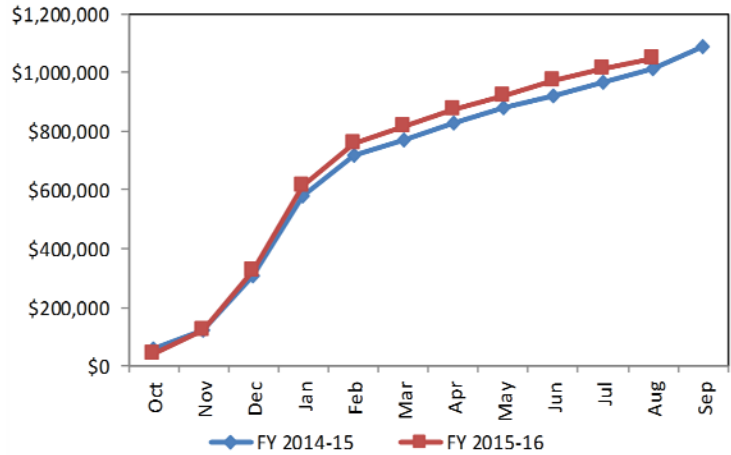
As of August 31, 2016
(000s)

ITEM	AMENDED BUDGET ¹	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
Revenues	\$1,150,484	\$1,049,230	\$1,154,283	\$3,800
Expenditures	1,150,484	1,035,630	1,149,445	(1,039)
Net Excess of Revenues Over Expenditures/Transfers	<u>\$0</u>	<u>\$13,600</u>	<u>\$4,839</u>	<u>\$4,839</u>

GENERAL FUND REVENUES

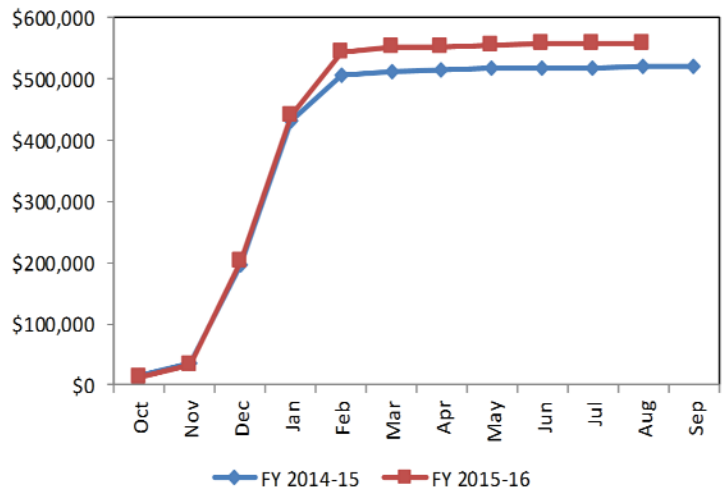
ALL SOURCES

	FY 2014-15	FY 2015-16	Variance
Oct	\$60,959	\$41,660	(\$19,299)
Nov	58,982	77,665	18,682
Dec	187,753	203,876	16,123
Jan	271,536	288,996	17,460
Feb	138,254	147,975	9,721
Mar	52,292	53,193	901
Apr	59,984	58,776	(1,208)
May	48,230	49,762	1,532
Jun	43,757	47,660	3,903
Jul	46,560	45,379	(1,182)
Aug	45,056	34,290	(10,766)
Sep	74,964		
Total	\$1,088,327	\$1,049,230	\$35,867



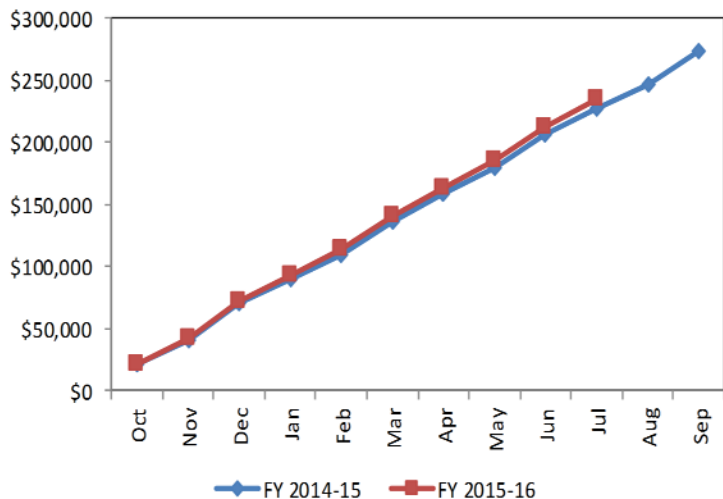
PROPERTY TAX

	FY 2014-15	FY 2015-16	Variance
Oct	\$16,175	\$11,487	(\$4,688)
Nov	18,472	20,589	2,117
Dec	160,305	169,848	9,543
Jan	235,891	237,273	1,382
Feb	74,439	104,025	29,586
Mar	6,533	7,675	1,142
Apr	3,115	2,364	(751)
May	1,536	1,593	56
Jun	1,750	2,523	773
Jul	821	858	37
Aug	948	852	(96)
Sep	673		
Total	\$520,658	\$559,087	\$39,101



SALES TAX

	FY 2014-15	FY 2015-16	Variance
Oct	\$21,933	\$21,769	(\$164)
Nov	19,220	20,524	1,303
Dec	29,690	30,137	447
Jan	20,009	21,258	1,250
Feb	18,928	20,418	1,490
Mar	26,847	27,482	635
Apr	22,124	22,265	141
May	20,755	22,311	1,557
Jun	26,477	26,609	132
Jul	20,798	21,921	1,123
Aug	20,332		
Sep	26,386		
Total	\$273,499	\$234,694	\$7,913



FY 2014-15 All Sources has been restated to reflect the conversion of Sanitation to an Enterprise Fund in FY 2015-16

GENERAL FUND REVENUES

As of August 31, 2016

(000s)

	AMENDED BUDGET¹	REVENUES YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
TAXES				
Ad Valorem Tax	\$559,636	\$559,087	\$559,780	\$144
Sales Tax ²	281,272	234,694	283,227	1,956
TOTAL TAXES	840,908	793,781	843,007	2,100
FRANCHISE REVENUES				
Oncor Electric ³	50,612	50,936	50,936	324
AT&T	10,950	8,457	11,062	111
Atmos Energy ⁴	12,242	9,361	10,707	(1,536)
Time Warner Cable	6,102	4,812	6,414	312
Other	27,291	21,491	27,675	384
TOTAL FRANCHISE REVENUES	107,198	95,057	106,794	(405)
LICENSES AND PERMITS	6,067	6,177	6,345	278
INTEREST EARNED⁵	962	1,918	2,020	1,059
INTERGOVERNMENTAL	7,432	7,775	7,775	344
FINES AND FORFEITURES				
Municipal Court ⁶	16,471	16,707	18,110	1,638
Vehicle Towing & Storage ⁷	7,146	7,320	7,935	790
Parking Fines ⁸	4,304	2,323	4,092	(212)
Red Light Camera Fines	7,460	0	7,460	0
Public Library ⁹	494	224	250	(244)
TOTAL FINES	35,875	26,575	37,847	1,972
CHARGES FOR SERVICE				
Parks ¹⁰	10,283	10,333	11,475	1,192
Emergency Ambulance ¹¹	31,569	17,966	29,626	(1,943)
Security Alarm ¹²	4,450	4,002	4,156	(294)
Street Lighting	648	589	648	0
Vital Statistics	1,484	1,453	1,573	89
Other ¹³	23,247	19,015	21,314	(1,934)
TOTAL CHARGES	71,681	53,358	68,791	(2,890)
INTERFUND REVENUE	70,294	55,424	70,422	129
MISCELLANEOUS¹⁴	10,068	9,165	11,282	1,214
TOTAL REVENUES	\$1,150,484	\$1,049,230	\$1,154,283	\$3,800

GENERAL FUND EXPENDITURES

ALL EXPENSES

	FY 2014-15	FY 2015-16	Variance
Oct	\$77,525	\$75,601	(\$1,924)
Nov	79,013	78,065	(948)
Dec	123,491	124,594	1,103
Jan	76,655	97,321	20,666
Feb	86,673	84,683	(1,990)
Mar	82,668	95,576	12,908
Apr	69,958	86,104	16,146
May	96,984	126,118	29,134
Jun	102,442	90,989	(11,453)
Jul	78,895	82,900	4,005
Aug	85,592	93,679	8,087
Sep	124,316		

Total \$1,084,212 \$1,035,630 \$75,735

POLICE

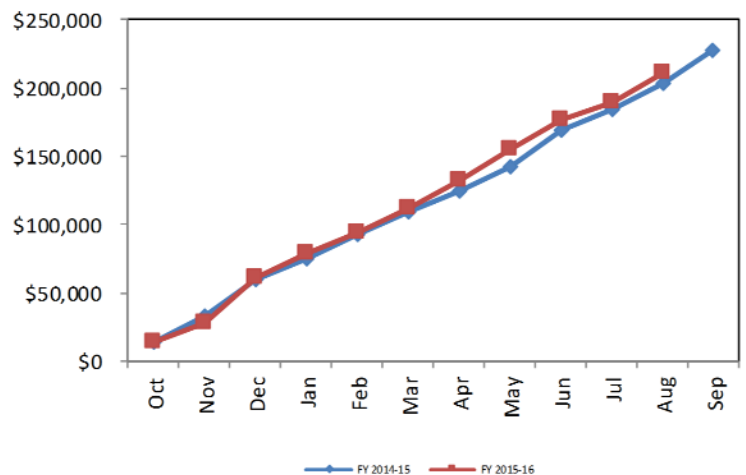
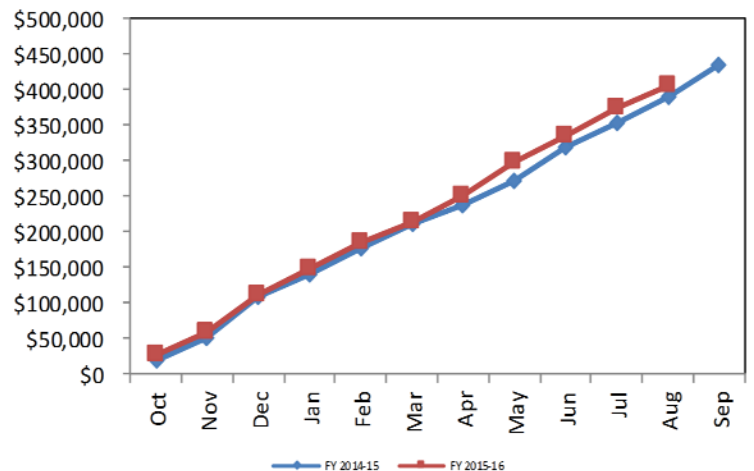
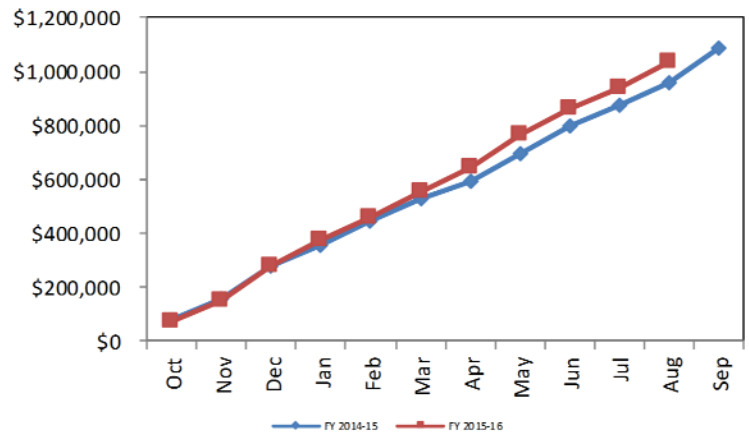
	FY 2014-15	FY 2015-16	Variance
Oct	\$19,262	\$28,488	\$9,226
Nov	31,339	31,370	31
Dec	57,789	52,490	(5,299)
Jan	32,898	35,550	2,652
Feb	36,863	37,126	263
Mar	32,472	30,058	(2,414)
Apr	27,900	34,931	7,031
May	33,265	48,649	15,384
Jun	47,086	37,058	(10,028)
Jul	34,846	38,075	3,229
Aug	35,661	32,689	(2,972)
Sep	46,774		

Total \$436,155 \$406,484 \$17,103

FIRE

	FY 2014-15	FY 2015-16	Variance
Oct	\$13,502	\$13,994	\$492
Nov	19,557	14,184	(5,373)
Dec	26,055	32,389	6,334
Jan	16,078	17,547	1,469
Feb	17,117	16,128	(989)
Mar	17,032	18,076	1,044
Apr	15,063	19,295	4,232
May	17,344	23,154	5,810
Jun	26,753	21,372	(5,381)
Jul	16,442	13,779	(2,663)
Aug	18,322	21,006	2,684
Sep	24,269		

Total \$227,535 \$210,924 \$7,658



FY 2014-15 All Expenses has been restated to reflect the conversion of Sanitation to an Enterprise Fund in FY 2015-16

GENERAL FUND EXPENDITURES

As of August 31, 2016

(000s)

DEPARTMENT	AMENDED BUDGET¹	EXPENDITURES YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
Building Services	\$23,971	\$23,224	\$23,971	\$0
Business Dev/Procurement Svcs	2,884	2,651	2,884	0
City Attorney's Office	15,686	14,108	15,661	(25)
City Auditor's Office	2,954	2,677	2,911	(43)
City Controller's Office	4,411	3,955	4,317	(94)
City Manager's Office	1,972	1,913	1,947	(25)
City Secretary's Office	2,005	1,635	2,005	0
Civil Service	2,569	2,138	2,565	(4)
Code Compliance	39,724	33,585	39,620	(105)
Court Services	11,138	9,601	11,019	(118)
Elections	754	84	754	0
Fire	239,567	210,924	239,547	(20)
Housing	11,936	11,657	11,936	0
Human Resources	4,788	4,243	4,771	(18)
Independent Audit	789	-	786	(4)
Jail Contract - Lew Sterret	7,557	7,557	7,557	0
Judiciary	2,991	2,946	2,991	0
Library	30,034	26,307	30,017	(17)
Management Services	8,094	7,598	7,848	(246)
Mayor and Council	4,331	3,889	4,267	(64)
Non-Departmental	57,085	51,125	57,077	(9)
Office of Cultural Affairs	17,701	16,918	17,700	(1)
Office of Economic Development	1,818	1,818	1,818	0
Office of Financial Services	2,932	2,490	2,870	(63)
Park and Recreation	86,171	83,509	86,112	(59)
Planning & Urban Design	3,782	2,738	3,743	(39)
Police	459,407	406,484	459,406	(1)
Public Works	5,911	5,783	5,884	(27)
Street Lighting	17,525	15,938	17,525	0
Street Services	72,731	71,590	72,730	(1)
Sustainable Dev/Construction ¹⁵	1,128	1,072	1,072	(55)
Trinity Watershed Management	1,126	850	1,125	(1)
RESERVES AND TRANSFERS				
Contingency Reserve	2,628	2,628	2,628	0
Liability/Claim Fund	1,994	1,994	1,994	0
Salary & Benefit Reserve	387	0	387	0
TOTAL EXPENDITURES	\$1,150,484	\$1,035,630	\$1,149,445	(\$1,039)

PROPRIETARY FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
AVIATION				
BEGINNING FUND BALANCE	\$16,775	\$ -	\$16,775	\$ -
REVENUES:				
Parking	27,443	23,813	26,537	(906)
Terminal Concessions	24,913	22,924	24,607	(306)
Landing Fees	17,784	15,092	17,784	0
Rental on Airport - Terminal	13,831	12,006	13,831	0
Rental on Airport - Field	9,067	6,301	6,879	(2,189)
Fuel Flow Fees	1,225	1,058	1,188	(38)
All Other	2,102	3,010	3,272	1,170
TOTAL REVENUES	96,366	84,204	94,098	(2,268)
TOTAL EXPENDITURES	96,366	80,354	95,875	(492)
ENDING FUND BALANCE	\$16,775	\$ -	\$14,999	(\$1,777)

CONVENTION AND EVENT SERVICES

BEGINNING FUND BALANCE	\$20,607	\$ -	\$20,607	\$ -
REVENUES:				
Hotel Occupancy Tax	54,222	47,921	55,718	1,496
Alcoholic Beverage Tax	12,161	9,178	12,083	(79)
Contract Services	12,949	12,636	12,939	(10)
All Remaining Revenues	15,564	13,005	15,739	175
TOTAL REVENUES	94,896	82,740	96,479	1,583
TOTAL EXPENDITURES	93,839	69,870	93,839	0
ENDING FUND BALANCE	\$21,664	\$ -	\$23,246	\$1,583

PROPRIETARY FUNDS

As of August 31, 2016

(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
SUSTAINABLE DEVELOPMENT AND CONSTRUCTION				
BEGINNING FUND BALANCE	\$33,842	\$ -	\$33,842	\$ -
REVENUES:				
Building Permits	18,770	19,477	17,790	(980)
Certificate of Occupancy	1,412	1,180	1,412	0
Plan Review	3,736	4,431	4,517	781
Registration/License	1,028	1,032	1,171	143
Special Plats	887	1,002	1,012	125
Private Development	1,010	1,255	1,266	257
Zoning	1,184	1,044	1,192	8
Interest Earnings	117	335	335	218
All Remaining Revenues	1,478	1,655	1,686	208
TOTAL REVENUES	29,622	31,412	30,382	760
TOTAL EXPENDITURES	30,697	26,348	28,906	(1,791)
ENDING FUND BALANCE	\$32,767	\$ -	\$35,318	\$2,551
 MUNICIPAL RADIO				
BEGINNING FUND BALANCE	\$1,183	\$ -	\$1,183	\$ -
REVENUES:				
Local and National Sales	2,058	1,691	1,950	(108)
All Remaining Revenues	12	10	10	(2)
TOTAL REVENUES¹⁶	2,070	1,701	1,960	(110)
TOTAL EXPENDITURES¹⁶	2,055	1,776	1,959	(95)
ENDING FUND BALANCE	\$1,198	\$ -	\$1,184	(\$14)

PROPRIETARY FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
WATER UTILITIES				
BEGINNING FUND BALANCE	\$86,191	\$ -	\$86,191	\$ -
REVENUES:				
Treated Water - Retail	286,483	247,775	280,072	(6,411)
Treated Water - Wholesale	80,082	69,171	75,293	(4,789)
Wastewater - Retail	232,649	200,220	219,573	(13,076)
Wastewater - Wholesale	9,874	9,125	9,855	(19)
All Remaining Revenues	36,040	26,336	29,158	(6,882)
TOTAL REVENUES¹⁷	645,128	552,627	613,951	(31,178)
TOTAL EXPENDITURES¹⁷	645,128	531,153	613,951	(31,178)
ENDING FUND BALANCE	\$86,191	\$ -	\$86,191	\$0

COMMUNICATION & INFORMATION SERVICES

BEGINNING FUND BALANCE	\$10,910	\$ -	\$10,910	\$ -
REVENUES:				
Interdepartmental Charges	52,799	47,727	52,799	0
Telephones Leased	8,532	4,909	8,082	(450)
Circuits	1,367	679	1,341	(26)
Desktop Services	269	279	55	(214)
Interest	137	181	198	47
Equipment Rental	4,546	4,167	4,545	(1)
Miscellaneous	502	621	628	126
TOTAL REVENUES	68,152	58,563	67,648	(504)
TOTAL EXPENDITURES	72,709	57,812	71,724	(986)
ENDING FUND BALANCE	\$6,352	\$ -	\$6,834	\$482

PROPRIETARY FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
EQUIPMENT SERVICES				
BEGINNING FUND BALANCE	\$4,129	\$ -	\$4,129	\$ -
REVENUES:				
Rental/Wreck	37,140	28,504	39,196	2,057
Fuel	16,180	11,355	13,283	(2,896)
Auto Auction	418	550	850	433
Miscellaneous Revenue	267	635	679	412
Interest and Other	5	0	0	(5)
TOTAL REVENUES	54,009	41,044	54,009	(0)
TOTAL EXPENDITURES	54,009	46,672	54,009	0
ENDING FUND BALANCE	\$4,129	\$ -	\$4,129	(\$0)
 EXPRESS BUSINESS CENTER				
BEGINNING FUND BALANCE	\$1,223	\$ -	\$1,223	\$ -
REVENUES:				
Postage Sales	2,703	2,117	2,697	(6)
All Other Revenues	1,260	1,139	1,433	173
TOTAL REVENUES	3,963	3,257	4,130	167
TOTAL EXPENDITURES	3,815	3,779	3,815	0
ENDING FUND BALANCE	\$1,372	\$ -	\$1,539	\$167

PROPRIETARY FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
SANITATION SERVICES				
BEGINNING FUND BALANCE	\$7,108	\$ -	\$7,108	\$ -
REVENUES:				
Residential Collection	66,537	64,865	68,908	2,370
Cost Plus Bulk/Brush	114	126	137	23
Sale of Recyclables	2,100	1,628	1,776	(324)
City Facility Collection	761	687	750	(12)
Landfill Revenue	21,676	28,092	28,563	6,887
TOTAL REVENUES¹⁸	91,188	95,399	100,134	8,946
TOTAL EXPENDITURES	90,480	78,677	90,412	(68)
ENDING FUND BALANCE	\$7,816	\$ -	\$16,830	\$9,013

OTHER FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
9-1-1 SYSTEM OPERATIONS				
BEGINNING FUND BALANCE	\$7,090	\$ -	\$7,090	\$ -
REVENUES:				
9-1-1 Service Receipts - Wireless	6,257	5,572	6,311	54
9-1-1 Service Receipts - Wireline	6,898	5,918	6,440	(458)
Interest and Other	63	64	72	9
TOTAL REVENUES	13,218	11,554	12,823	(395)
TOTAL EXPENDITURES	16,292	14,501	15,794	(498)
ENDING FUND BALANCE	\$4,015	\$ -	\$4,118	\$103
 STORM DRAINAGE MANAGEMENT				
BEGINNING FUND BALANCE	\$8,114	\$ -	\$8,114	\$ -
REVENUES:				
Storm Water Fees	50,413	47,106	50,413	-
Interest and Other	40	104	104	64
TOTAL REVENUES	50,452	47,210	50,517	64
TOTAL EXPENDITURES	53,017	39,794	52,955	(62)
ENDING FUND BALANCE	\$5,550	\$ -	\$5,676	\$127

OTHER FUNDS

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
EMPLOYEE BENEFITS				
BENEFITS ADMINISTRATION				
TOTAL EXPENDITURES ¹⁹	\$1,126	\$561	\$944	(\$182)
WELLNESS PROGRAM				
TOTAL EXPENDITURES ²⁰	\$430	\$354	\$405	(\$25)
RISK MANAGEMENT				
TOTAL EXPENDITURES ²¹	\$2,594	\$2,490	\$2,374	(\$219)
Beginning Balance October 1, 2015				\$3,649
Budgeted Revenue			<u>6,297</u>	
FY 2015-16 Available Funds				9,946
Paid October 2015				(168)
Paid November 2015				(328)
Paid December 2015				(379)
Paid January 2016				(744)
Paid February 2016				(436)
Paid March 2016				(353)
Paid April 2016				(434)
Paid May 2016				(783)
Paid June 2016				(350)
Paid July 2016				(493)
Paid August 2016				(1,266)
Balance as of August 31, 2016			<u><u>4,212</u></u>	

DEBT SERVICE FUND

As of August 31, 2016
(000s)

DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
DEBT SERVICE FUND				
BEGINNING FUND BALANCE	\$12,109	\$ -	\$12,109	\$ -
REVENUES:				
Ad Valorem	230,475	230,269	230,419	(57)
Interest/Transfers/Other	20,468	18,459	20,468	0
TOTAL REVENUES	250,943	248,729	250,886	(57)
TOTAL EXPENDITURES²²	255,326	253,909	253,909	(1,417)
ENDING FUND BALANCE	\$7,726	\$ -	\$9,087	\$1,360

NOTES

(Dollars in 000s)

1. The General Fund budget was amended/increased based on Council's approved use of contingency reserve funds by \$100 on January 27, 2016 by CR# 16-0214 (executive search contract for the City Attorney), based on an increase in projected revenue by \$813 on June 15, 2016 by CR# 16-1007 (Parking Services contract), \$1,700 on August 24, 2016 by Ordinance No. 30175 (Mid-Year Adjustments), and through the approved use of contingency reserve funds by \$2,000 on September 7, 2016 by CR# 16-1405 (aerial mosquito spraying), by \$414 on September 21, 2016 by CR# 16-1531 (Police and Fire pension consulting contract) and by \$657 on September 28, 2016 by CR# 16-1628, CR# 16-1629 and CR# 16-1630 (November 2016 election services contract).
2. Sales Tax is projected to be \$1,956 above budget due to the strength of the local economy. Over the most recent 12 months, sales tax receipts have increased by 3.9%.
3. Oncor Electric revenues are projected to be \$324 above budget primarily due to higher than expected electric consumption.
4. Atmos Energy revenues are projected to be \$1,536 below budget primarily due to warmer winter weather that resulted in less gas consumption.
5. Interest Earned revenue is projected to be \$1,059 above budget due to an increase in the market interest rate.
6. Municipal Court revenue is projected to be \$1,638 above budget primarily due to an increase in the collection per citation rates and due to the new collection agency's success of collection on older past due accounts.
7. Vehicle Towing & Storage revenues are projected to be \$790 above budget due to an increase in tows as well as vehicles staying on the auto pound property longer than anticipated.
8. Parking Fines are projected to be \$212 below budget due in part to reduced ticket issuance as a result of increased compliance with the introduction of pay-by-phone meters.
9. Public Library revenue is projected to be \$244 below budget due to implementation of automatic renewal on materials that have been checked out at library locations and an increase in the usage of e-materials. Fines and late fees are not collected on e-materials as they are electronically recalled on the due date.
10. Parks revenue is projected to be \$1,192 above budget primarily due to an increase in demand for contract classes and an increase in pavilion rentals.
11. Emergency Ambulance revenue is projected to be \$1,943 below budget primarily due to billing complications related to vendor software implementation of the Electronic Patient Care Report (EPCR).
12. Security Alarm revenues are projected to be \$294 below budget due to a decrease in the sale of security alarm permits.

NOTES

(Dollars in 000s)

13. Other Charges for Service revenue is projected to be \$1,934 below budget primarily as a result of contracting with fewer hospitals than anticipated for the Mobile Community Healthcare Program, a reduction in Fire Watch fees, and a reduction in the number of fire inspectors used at American Airline Center events.

14. Miscellaneous revenue is projected to be \$1,214 above budget due to land lease payments from AT&T for communication towers located on Dallas Fire Rescue premises, Atmos Energy rate case reimbursement, and TxDOT reimbursement for mowing/litter cycles.

15. Sustainable Development and Construction is projected to be \$1,791 below budget due to design award for the Oak Cliff Municipal Center renovation delayed until October 11, 2016 city council agenda.

16. Municipal Radio expenses are projected to be \$95 below budget due to vacancies and a reduction in sales commission. Revenues are projected to be \$110 below budget due to the sale of commercials being less than planned.

17. Water Utilities revenues and expenses are both projected to be \$31,178 below budget. Revenues are projected to be below budget primarily due to the loss of a wholesale water customer contract and lower than projected retail wastewater service revenues. Expenses are projected to be under budget primarily due to a reduction in the transfer to fund capital projects.

18. Sanitation revenues are projected to be \$8,946 above budget due to the volume of solid waste from non-contract customers being above historic levels and solid waste from the Upper Chain of Wetlands projects.

19. Benefits Administration expenses are projected to be \$182 below budget primarily due to lower than expected costs for outside legal consulting related to the Affordable Care Act.

20. Wellness Program expenses are projected to be \$25 below budget due to vacancies.

21. Risk Management expenses are projected to be \$219 below budget primarily due to vacancies.

22. Debt Service expenses are projected to be \$1,417 below budget due to lower than projected interest rates realized on the 2015 GO Bond sale and lower than anticipated TIF expenses and Commercial Paper interest.

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Trinity Watershed Management
Water Utilities

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

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for the purchase and application of hydro-mulch - 814 Solutions, LLC, lowest responsible bidder of two - Not to exceed \$186,060 - Financing: Stormwater Drainage Management Current Funds (\$181,800) and Water Utilities Current Funds (\$4,260) (subject to annual appropriations)

BACKGROUND

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

This service contract will allow for the purchase and application of hydro-mulch to maintain the grounds of City facilities and outdoor venues. This service contract will be used for erosion control to provide hydro-mulch services in levees, sumps, and other properties where traditional seeding would be impractical. Hydro-mulching provides a seed, fertilizer, mulch slurry-type mixture which is distributed onto the affected area. This type of distribution method is more effective on sloped surfaces, as it is more evenly distributed and requires a single application. Additionally, this method is more cost efficient than traditional seeding because it provides custom blended seeds to match the soil, which prevents overlapping of areas and is completed in a shorter time period. Germination typically occurs within a week of application.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,770 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.

BACKGROUND (Continued)

Additionally, in an effort to secure more bids, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$181,800.00 - Stormwater Drainage Management Current Funds (subject to annual appropriations)

\$ 4,260.00 - Water Utilities Current Funds (subject to annual appropriations)

M/WBE INFORMATION

267 - Vendors contacted

267 - No response

0 - Response (Bid)

0 - Response (No bid)

0 - Successful

1,770 - 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

814 Solutions, LLC

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

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BC1614. We opened them on April 1, 2016. We recommend the City Council award this service contract in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount of Bid</u>
*814 Solutions, LLC	5750 Pino Ave. NE Albuquerque, NM 87109	\$186,060.00
Reed Hydromulching, Inc.	7112 County Rd. #802 Burleson, TX 76028	\$297,000.00

OWNER

814 Solutions, LLC

Sam Stribling, Chief Executive Officer
Kevin Langham, Chief Operations Officer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for the purchase and application of hydro-mulch - 814 Solutions, LLC, lowest responsible bidder of two - Not to exceed \$186,060 - Financing: Stormwater Drainage Management Current Funds (\$181,800) and Water Utilities Current Funds (\$4,260) (subject to annual appropriations)

814 Solutions, LLC 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	\$186,060.00	100.00%
TOTAL CONTRACT	\$186,060.00	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>
Hill Country Site Supply, LLC	WFDB04320N0817	\$137,928.00	74.13%
Total Minority - Non-local		\$137,928.00	74.13%

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%	\$137,928.00	74.13%
Total	\$0.00	0.00%	\$137,928.00	74.13%

October 26, 2016

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 814 Solutions, LLC (VS0000069778) for the purchase and application of hydro-mulch for City properties in an amount not to exceed \$186,060.00, 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 814 Solutions, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by 814 Solutions, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$186,060.00 (subject to annual appropriations) from Service Contract number BC1614.

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Sustainable Development and Construction

CMO: Elizabeth Reich, 670-7804
Ryan S. Evans, 671-9837

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for digitization services - DRS Imaging Services of Texas, Inc., most advantageous proposer of twelve - Not to exceed \$663,660 - Financing: Building Inspection Current Funds (subject to annual appropriations)

BACKGROUND

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

This service contract will provide digitization services for Sustainable Development and Construction (SDC). SDC has over 10,000,000 images stored on microfilm, microfiche and aperture cards, and 600,000 documents which are physically archived at the Oak Cliff Municipal Center. These records include building plans, permits, applications, authorization forms, plats, zoning maps, and licenses. The records are accessible to the public and are often utilized by customers when researching properties for development/redevelopment. In order to access these documents customers must search the archives in person.

The digitized records will utilize the Electronic Document Management System (EDMS) to make the records easily accessible to staff and the public. The EDMS is a database for digital media currently accessible by City staff and the public via computers at the Oak Cliff Municipal Center. This service contract will allow additional documents to be added to the existing document management system.

The intent of this service contract is to enhance customer service by making documents available online, thereby reducing the need for customers to do business or conduct research in person.

BACKGROUND (Continued)

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

- Sustainable Development & Construction (3)
- Communication and Information Services (2)
- 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%
- Capability, creditability and expertise of the proposer 25%
- Functional match to the City’s requirements 20%
- Business Inclusion and Development Plan 15%
- Overall approach/methodology 10%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,173 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS’ ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women’s Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$663,660.00 - Building Inspection Current Funds (subject to annual appropriations)

M/WBE INFORMATION

191 - Vendors contacted
190 - No response
 1 - Response (Bid)
 0 - No response (No Bid)
 0 - Successful

1,173 – 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

DRS Imaging Services of Texas, Inc.

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

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BNZ1614. We opened them on March 24, 2016. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*DRS Imaging Services of Texas, Inc.	9009 Pinehill Ln. #216 Houston, TX 77041	79.2%	\$ 663,660.00
GRM Information Management Services	1701 Timberlake Dr. Arlington, TX 76010	78.2%	\$ 816,120.00
Prescient Information Systems, Inc.	8902 Vincennes Cr. #B Indianapolis, IN 46268	66.5%	\$1,353,210.00

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
Deluxe Government Solutions, LLC	2400 West Empire Ave. #400 Burbank, CA 91506	65.0%	\$1,603,100.00
Gill Digital Services, LLC	4100 Spring Valley Rd. #920 Dallas, TX 75244	59.3%	\$1,895,650.00
Docucon Imaging Services, Inc.	2801 N. 33 rd Ave. #1 Phoenix, AZ 85009	58.1%	\$2,046,173.00
Compu-Data International, LLC	2203 Timberloch Pl. #100 The Woodlands, TX 77380	56.6%	\$1,527,250.00
Caso, Inc.	3425 IH 34 N. #215 San Antonio, TX 78219	55.8%	\$5,720,200.00
BJAAN, Inc.	801 W. Kearney St. #206B Mesquite, TX 75149	54.2%	\$2,354,050.00
Delta T Digital Archiving, LTD	538 Forest Center Plaza Garland, TX 75042	50.8%	\$3,653,250.00
Integrity Document Services, LLC	8230 Elmbrook Dr. #500 Dallas, TX 75247	45.1%	\$1,886,050.00
ARC Document Solutions	4200 Spring Valley Rd. Farmers Branch, TX 75244		Non-responsive**

**ARC Document Solutions was deemed non-responsive due to not meeting specifications.

OWNER

DRS Imaging Services of Texas, Inc.

Clifford Newman, Chief Executive Officer
Paul Solomon, Chief Operating Officer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for digitization services - DRS Imaging Services of Texas, Inc., most advantageous proposer of twelve - Not to exceed \$663,660 - Financing: Building Inspection Current Funds (subject to annual appropriations)

DRS Imaging Services of Texas, 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	\$663,660.00	100.00%
TOTAL CONTRACT	\$663,660.00	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>
DR III Inc.	WFWBE00270619	\$168,220.00	25.35%
Total Minority - Non-local		\$168,220.00	25.35%

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%	\$168,220.00	25.35%
Total	\$0.00	0.00%	\$168,220.00	25.35%

October 26, 2016

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 DRS Imaging Services of Texas, Inc. (VS90690) for digitization services for a term of three years in an amount not to exceed \$663,660.00, 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 DRS Imaging Services of Texas, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by DRS Imaging Services of Texas, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$663,660.00 (subject to annual appropriations) from Service Contract number BNZ1614.

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Aviation
Code Compliance
Convention and Event Services
Mobility and Street Services
Park & Recreation
Police
Water Utilities

CMO: Elizabeth Reich, 670-7804
Ryan S. Evans, 671-9837
Joey Zapata, 670-3009
Jill A. Jordan, P.E., 670-5299
Willis Winters, 670-4071
Eric Campbell, 670-3255
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year service contract for temporary day labor - Lane Staffing, Inc., most advantageous proposer of five - Not to exceed \$14,783,393 - Financing: Current Funds (\$11,380,493), Convention and Event Services Current Funds (\$1,947,450), Water Utilities Current Funds (\$1,067,452), and Aviation Current Funds (\$387,998) (subject to annual appropriations)

BACKGROUND

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

This service contract will provide temporary day labor on an as needed basis throughout the City. This service contract will also provide flexibility and cost effectiveness with workers supplied by a temporary agency. Workers will remain employees of the temporary agency but receive daily work supervision from City staff.

BACKGROUND (Continued)

Temporary labor will allow for various City projects to be completed, which include, but are not limited to:

- Installation, repair, and maintenance of Water Utilities projects
- Assist Park & Recreation in maintaining services at buildings and grounds
- Maintenance and organization of property and equipment at Dallas Auto Pound

Other City departments needing temporary labor occasionally may also use this contract. Temporary labor for Sanitation Services is covered under a separate service contract.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This bid resulted in a 43% increase on comparable unit prices for the bid awarded in 2011.

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

- Code Compliance (2)
- Water Utilities (2)
- Business Development and Procurement Services (1)*

*Business Development and Procurement Services only evaluated the cost.

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

- Cost 30%
- Approach to filling positions 30%
- Experience and capabilities 25%
- Business Inclusion and Development Plan 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 525 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 14, 2011, City Council authorized a three-year service contract for temporary day labor by Resolution No. 11-2371.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$11,380,493.40 - Current Funds (subject to annual appropriations)
\$ 1,947,450.08 - Convention and Event Services Current Funds (subject to annual appropriations)
\$ 1,067,451.42 - Water Utilities Current Funds (subject to annual appropriations)
\$ 387,997.78 - Aviation Current Funds (subject to annual appropriations)

M/WBE INFORMATION

127 - Vendors contacted
124 - No response
3 - Response (Bid)
0 - Response (No Bid)
0 - Successful

525 - 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

Lane Staffing, Inc.

White Male	149	White Female	120
Black Male	314	Black Female	254
Hispanic Male	192	Hispanic Female	128
Other Male	26	Other Female	21

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BEZ1606. We opened them on April 15, 2016. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

PROPOSAL INFORMATION (Continued)

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Lane Staffing, Inc.	3838 Oak Lawn Suite #1000 Dallas, TX 75219	\$14,783,392.68
CTJ Maintenance, Inc.	6565 N. MacArthur Blvd. Suite #225 Dallas, TX 75212	\$14,848,837.73
Rushmore Corp. dba All Temps 1 Personnel	2606 Martin Luther King, Jr. Blvd. Suite #207 Dallas, TX 75215	\$15,032,896.29
Results Staffing, Inc.	1555 W. Mockingbird Ln. Suite #220 Dallas, TX 75235	\$15,410,521.00
Corpcare, Inc.	5605 N. MacArthur Blvd. Dallas, TX 75038	\$15,623,378.51

OWNER

Lane Staffing, Inc.

Carla Lane, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for temporary day labor - Lane Staffing, Inc., most advantageous proposer of five - Not to exceed \$14,783,393 - Financing: Current Funds (\$11,380,493), Convention and Event Services Current Funds (\$1,947,450), Water Utilities Current Funds (\$1,067,452), and Aviation Current Funds (\$387,998) (subject to annual appropriations)

Lane Staffing, Inc. is a local, 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	\$14,783,392.68	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$14,783,392.68	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Lane Staffing Inc.	BFWBC132050617	\$11,264,945.22	76.20%
Vignon Corporation	WFDB64915Y0417	\$3,518,447.46	23.80%
Total Minority - Local		\$14,783,392.68	100.00%

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	\$11,264,945.22	76.20%	\$11,264,945.22	76.20%
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	\$3,518,447.46	23.80%	\$3,518,447.46	23.80%
Total	\$14,783,392.68	100.00%	\$14,783,392.68	100.00%

October 26, 2016

WHEREAS, on September 14, 2011, City Council authorized a three-year service contract for temporary day labor by Resolution No. 11-2371; and,

WHEREAS, on September 8, 2014, Administrative Action No. 14-6572 authorized the extension to the service contract for a two year term from September 15, 2014 to September 14, 2016;

NOW, THEREFORE,

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

Section 1. That the City Manager is authorized to execute a service contract with Lane Staffing, Inc. (VS0000050443) for temporary day labor for a term of three years in an amount not to exceed \$14,783,392.68, 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 Lane Staffing, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Lane Staffing, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$14,783,392.68 (subject to annual appropriations) from Service Contract number BEZ1606.

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

KEY FOCUS AREA:	E-Gov
AGENDA DATE:	October 26, 2016
COUNCIL DISTRICT(S):	All
DEPARTMENT:	Business Development & Procurement Services City Controller
CMO:	Elizabeth Reich, 670-7804
MAPSCO:	N/A

SUBJECT

Authorize a five-year service contract for financial advisory services - Hilltop Securities, Inc. in the amount of \$75,000 and Estrada Hinojosa & Company, Inc. in the amount of \$50,000 proposed jointly; and PFM Financial Advisors, LLC in the amount of \$375,000, most advantageous proposers of three - Total not to exceed \$500,000 - Financing: Financial advisory fees to be paid from bond proceeds and Water Utilities Current Funds, contingent upon completion of each bond sale; fees for advisory services not related to bond issuance to be paid from Current funds (\$500,000) (subject to annual appropriations)

BACKGROUND

This service contract will provide financial advisory services to:

- Assist with the preparations for and sale of bonds
- Assist with preparations for and presentations to bond rating agencies
- Assist with certain aspects of capital budgeting and planning
- Provide other financial assistance and advice as needed

Financial advisors are needed to lend expertise in areas relating to public finance such as the structure and timing of bond sales, preparation of bond documents and rating agency presentation, assist in evaluating and selecting the best offers, and to close the transaction(s). In addition, the financial advisors are needed to ensure the City's goals and interests are represented and protected in the structuring of the transactions and during the establishment of the borrowing rates and yields.

BACKGROUND (Continued)

PFM Financial Advisors, LLC will be responsible for obligations secured by governmental fund revenues. Current obligations secured by governmental fund revenues include General Obligation Bonds; General Obligation Commercial Paper Notes; Certificates of Obligation (CO) including Combination Tax and Revenue CO's; Contractual Obligations including Equipment Acquisition Notes; Pension Obligation Bonds, and other financings by governmental fund revenues as approved by the City Council.

Hilltop Securities, Inc. and Estrada Hinojosa & Company, Inc. will be responsible for obligations secured by designated enterprise revenues. Current obligations secured by designated enterprise revenues include Waterworks and Sewer System Revenue Bonds; Waterworks and Sewer System Commercial Paper Notes; General Aviation Revenue Bonds; Civic Center and Convention Complex Revenue Bonds; Tax Increment Bonds; Issuances of Local Government Corporations acting on behalf of the City, and other financings secured by designated enterprise revenues as approved by the City Council.

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

- City Controller's Office (1)
- Convention and Event Services (1)
- Water Utilities (1)
- Business Development and Procurement Services (2)*

*Business Development and Procurement Services (BDPS) with the assistance of the City Controller's Office evaluated cost. BDPS evaluated the Business Inclusion and Development Plan.

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

- Cost 30%
- Capability and expertise 30%
- Overall approach and methodology 25%
- Business Inclusion and Development Plan 15%

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 1,059 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendors meet the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 26, 2011, City Council authorized a five-year service contract with FirstSouthwest Company for financial advisory services by Resolution No. 11-2878.

On October 26, 2011, City Council authorized a five-year service contract with Estrada Hinojosa & Company, Inc. for financial advisory services by Resolution No. 11-2879.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$500,000.00 - Current Funds (subject to annual appropriations)

Fees for financial advisory services in connection with the issuance, sale and delivery of the City's bonds are contingent upon the sale and delivery of the bonds and are payable from bond proceeds or Water Utilities Current Funds.

M/WBE INFORMATION

206 - Vendors contacted

206 - No response

0 - Response (Bid)

0 - Response (No bid)

0 - Successful

1,059 - 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

Hilltop Securities, Inc.

White Male	436	White Female	283
Black Male	23	Black Female	69
Hispanic Male	34	Hispanic Female	79
Other Male	31	Other Female	19

Estrada Hinojosa & Company, Inc.

White Male	8	White Female	5
Black Male	2	Black Female	2
Hispanic Male	14	Hispanic Female	10
Other Male	0	Other Female	0

PFM Financial Advisors, LLC

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

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BKZ1615. We opened them on August 5, 2016. We recommend the City Council award this service contract to the most advantageous proposer by group.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Hilltop Securities, Inc.	1201 Elm St. Suite 3500 Dallas, TX 75270	Group A - 80 Group B - 90
*Estrada Hinojosa & Company, Inc.	1717 Main St. Suite 4700 Dallas, TX 75201	Group A - 80 Group B - 90

Note: Hilltop Securities, Inc. and Estrada Hinojosa & Company, Inc. submitted a joint proposal.

PROPOSAL INFORMATION (Continued)

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*PFM Financial Advisors, LLC	750 N. St. Paul St. Suite 540 Dallas, TX 75201	Group A - 92 Group B - 89
New Capital Funding, Inc.	12700 Merit Suite 124 Dallas, TX 75251	Group A - 41 Group B - 26

OWNERS

Hilltop Securities, Inc.

Hill A. Feinberg, Chairman
Robert W. Peterson, President
Brian L. Wittneben, Secretary
Laura Leventhal, Treasurer

Estrada Hinojosa & Company, Inc.

Noe Hinojosa, Jr., President
Donald J. Gonzales, Treasurer

PFM Financial Advisors, LLC

John Bonow, President
Steve Boyle, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a five-year service contract for financial advisory services - Hilltop Securities, Inc. in the amount of \$75,000 and Estrada Hinojosa & Company, Inc. in the amount of \$50,000 proposed jointly; and PFM Financial Advisors, LLC in the amount of \$375,000, most advantageous proposers of three - Total not to exceed \$500,000 - Financing: Financial advisory fees to be paid from bond proceeds and Water Utilities Current Funds, contingent upon completion of each bond sale; fees for advisory services not related to bond issuance to be paid from Current funds (\$500,000) (subject to annual appropriations)

Hilltop Securities, Inc. is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. PFM Financial Advisors, LLC is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor. Estrada Hinojosa & Company, 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	\$425,000.00	85.00%
Total non-local contracts	\$75,000.00	15.00%
TOTAL CONTRACT	\$500,000.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
TKG & Associates	BFMB63473N116	\$112,000.00	26.35%
Estrada Hinojosa & Company, Inc	HMMB63501Y1116	\$50,000.00	11.76%
Total Minority - Local		\$162,000.00	38.12%

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	\$112,000.00	26.35%	\$112,000.00	22.40%
Hispanic American	\$50,000.00	11.76%	\$50,000.00	10.00%
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>\$162,000.00</u>	<u>38.12%</u>	<u>\$162,000.00</u>	<u>32.40%</u>

October 26, 2016

WHEREAS, on October 26, 2011, City Council authorized a five-year service contract with FirstSouthwest Company for financial advisory services by Resolution No. 11-2878; and,

WHEREAS, on October 26, 2011, City Council authorized a five-year service contract with Estrada Hinojosa & Company, Inc. for financial advisory services by Resolution No. 11-2879;

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 Hilltop Securities, Inc. (VS0000052889) in the amount of \$75,000.00, Estrada Hinojosa & Company, Inc. (259910) in the amount of \$50,000.00, and PFM Financial Advisors, LLC (VC16222) in the amount of \$375,000.00 for financial advisory services, for a term of five years in a total amount not to exceed \$500,000.00, 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 Hilltop Securities, Inc., Estrada Hinojosa & Company, Inc., and PFM Financial Advisors, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Hilltop Securities, Inc., Estrada Hinojosa & Company, Inc., and PFM Financial Advisors, LLC under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$500,000.00 (subject to annual appropriations) according to the terms of the contract.

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Aviation

CMO: Elizabeth Reich, 670-7804
Ryan S. Evans, 671-9837

MAPSCO: 34E

SUBJECT

Authorize the purchase of one heavy duty snow blower, with attachments, for Aviation - M-B Companies, Inc. through the National Joint Powers Alliance - Not to exceed \$1,241,368 - Financing: Aviation Current Funds

BACKGROUND

This item will authorize the purchase of one heavy duty snow blower, with attachments, for Aviation.

Dallas Love Field is required to meet Federal Aviation Administration (FAA) Regulations Part 139.313 governing snow and ice control. This regulation, in part, requires any air carrier airport that is located where snow and icing conditions occur must prepare, maintain, and carry out a snow and ice control plan that provides for the prompt removal or control of snow, ice, and slush on the airports runways and taxiways. Currently, FAA regulations require airport operations to maintain approximately 15 million square feet of paved surfaces utilized by aircraft and other equipment. This purchase of one additional heavy duty snow blower, with attachments, will provide an effective and efficient method to continue to meet FAA regulations.

The National Joint Powers Alliance (NJPA) conforms to the requirements of Texas Statutes that are applicable for competitive bids and proposals, in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code. In addition, the NJPA receive bids from manufacturers and dealers throughout the United States.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance, and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$1,241,367.91 - Aviation Current Funds

ETHNIC COMPOSITION

M-B Companies, Inc.

White Male	188	White Female	19
Black Male	1	Black Female	0
Hispanic Male	2	Hispanic Female	0
Other Male	7	Other Female	0

OWNER

M-B Companies, Inc.

Terrence J. Cosgrove, President
Michael Shinnars, Vice President
Eldon L. Bohrofen, Secretary
Susan A. Torrison, Treasurer

October 26, 2016

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

Section 1. That the purchase of one heavy duty snow blower, with attachments, for Aviation is authorized with M-B Companies, Inc. (177102) through the National Joint Powers Alliance in an amount not to exceed \$1,241,367.91.

Section 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for one heavy duty snow blower, with attachments, for Aviation. If a formal contract is required for this purchase instead of a purchase order, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$1,241,367.91:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Obj</u>	<u>Amount</u>	<u>FY</u>	<u>Encumbrance</u>
0130	AVI	7722	4890	\$1,241,367.91	FY17	POAVI00000129003

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Aviation
Housing/Community Services
Park & Recreation
Water Utilities

CMO: Elizabeth Reich, 670-7804
Ryan S. Evans, 671-9837
Alan Sims, Chief of Neighborhood Plus, 670-1611
Willis Winters, 670-4071
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** a three-year master agreement for the purchase of mulch materials - The LETCO Group, LLC dba Living Earth in the amount of \$549,010, GWG Wood Group, Inc. in the amount of \$308,644, and Blackson, Inc. in the amount of \$75,600; and **(2)** a three-year service contract for the delivery and installation of playground chips - Naturomulch, LLC in the amount of \$1,431,000, lowest responsible bidders of six - Total not to exceed \$2,364,254 - Financing: Current Funds (\$1,890,813), Water Utilities Current Funds (\$338,078), Aviation Current Funds (\$135,000), and 2016-17 Community Development Block Grant Funds (\$363) (subject to annual appropriations)

BACKGROUND

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

This agreement will be used to supply mulching materials for horticulture beds and tree plantings, top dressing for weed, moisture control, and playground chips.

The master agreement will provide wood fiber playground chips to replace existing wood chips in City-owned playgrounds. The playground chips provide a safe play surface under and around outdoor playground equipment and are certified by the International Playground Equipment Manufacturers Association (IPEMA) prior to delivery.

BACKGROUND (Continued)

IPEMA certification verifies that the playground chips meet applicable American Society of the International Association for Testing and Materials (ASTM) standards F2075 and F1487 with regard to composition, particle size, consistency, purity, and impact attenuation (critical fall height).

The Park and Recreation Department maintains grounds at six 18-hole golf courses, over 21,000 acres of park property and 43 recreation centers.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,382 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 (for applicable service component) approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 28, 2014, City Council authorized a three-year master agreement for mulching materials and playground chips by Resolution No. 14-0818.

The Park and Recreation Board approved this item on September 1, 2016.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$1,890,812.50 - Current Funds (subject to annual appropriations)
\$ 338,078.25 - Water Utilities Current Funds (subject to annual appropriations)
\$ 135,000.00 - Aviation Current Funds (subject to annual appropriations)
\$ 362.50 - 2016-17 Community Development Block Grant Funds (subject to annual appropriations)

M/WBE INFORMATION

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

1,382 - 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

The LETCO Group, LLC dba Living Earth

White Male	7	White Female	2
Black Male	4	Black Female	0
Hispanic Male	22	Hispanic Female	5
Other Male	0	Other Female	0

GWG Wood Group, Inc.

White Male	18	White Female	5
Black Male	4	Black Female	0
Hispanic Male	10	Hispanic Female	0
Other Male	2	Other Female	0

Blackson, Inc.

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

Naturomulch, LLC

White Male	3	White Female	0
Black Male	8	Black Female	1
Hispanic Male	3	Hispanic Female	0
Other Male	6	Other Female	1

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BC1608. We opened them on May 6, 2016. We recommend the City Council award this master agreement to the lowest responsive and responsible bidder by line and group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*The LETCO Group, LLC dba Living Earth	1901 California Crossing Rd. Dallas, TX 75220	Multiple Lines/Groups
*GWG Wood Group, Inc.	2797 Millers Ferry Rd. Ferris, TX 75125	Multiple Lines/Groups
*Blackson, Inc.	10034 Royal Ln. Dallas, TX 75238	Multiple Lines/Groups
*Naturomulch, LLC	602 Davis St. Grand Prairie, TX 75050	Multiple Lines/Groups
Preceptor Pad	9448 Forest Ln., #1401 Dallas, TX 75243	Multiple Lines/Groups
Soil Express, Ltd.	166 W. Frontier Pkwy. Prosper, TX 75078	Multiple Lines/Groups

OWNERS

The LETCO Group, LLC dba Living Earth

Mark Rose, President
Daniel Wagner, Vice President

GWG Wood Group, Inc.

Kirk Grady, Owner
Lisa Grady, Treasurer

Blackson, Inc.

Blackson Aiwerioghene, Owner

Naturomulch, LLC

Shobha Goyal, President

Omprakash Goyal, Vice President

October 26, 2016

WHEREAS, on May 28, 2014, City Council authorized a three-year master agreement for mulching materials and playground chips by Resolution No. 14-0818;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of mulch materials is authorized with The LETCO Group, LLC dba Living Earth (239731) in the amount of \$549,009.25, GWG Wood Group, Inc. (515537) in the amount of \$308,644.00, and Blackson, Inc. (VS90931) in the amount of \$75,600.00, for a term of three years in a total amount not to exceed \$933,253.25.

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

Section 3. That the City Manager is authorized to execute a service contract with Naturomulch, LLC (VS0000074476) for the delivery and installation of playground chips in an amount not to exceed \$1,431,000.00, 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 Naturomulch, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Naturomulch, LLC under the contract.

Section 4. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,364,253.25 (subject to annual appropriations) from Master Agreement/Service Contract number BC1608.

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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** a three-year master agreement for the purchase of mulch materials - The LETCO Group, LLC dba Living Earth in the amount of \$549,010, GWG Wood Group, Inc. in the amount of \$308,644, and Blackson, Inc. in the amount of \$75,600; and **(2)** a three-year service contract for the delivery and installation of playground chips - Naturomulch, LLC in the amount of \$1,431,000, lowest responsible bidders of six - Total not to exceed \$2,364,254 - Financing: Current Funds (\$1,890,813), Water Utilities Current Funds (\$338,078), Aviation Current Funds (\$135,000), and 2016-17 Community Development Block Grant Funds (\$363) (subject to annual appropriations)

The LETCO Group, LLC dba Living Earth, GWG Wood Group, Inc., and Blackson, Inc. are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces. Naturomulch, LLC is a local, 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	\$2,364,253.25	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$2,364,253.25	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Naturomulch, LLC	IFMB28373N0618	\$1,431,000.00	60.53%
Total Minority - Local		\$1,431,000.00	60.53%

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	\$1,431,000.00	60.53%	\$1,431,000.00	60.53%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$1,431,000.00</u>	<u>60.53%</u>	<u>\$1,431,000.00</u>	<u>60.53%</u>

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Mobility and Street Services
Trinity Watershed Management
Water Utilities

CMO: Elizabeth Reich, 670-7804
Jill A. Jordan, P.E., 670-5299
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize a three-year master agreement for large concrete water pipes and accessories - Forterra Pressure Pipe, Inc. in the amount of \$4,469,223 and Forterra Pipe & Precast, LLC in the amount of \$1,113,936, most advantageous proposers of two - Total not to exceed \$5,583,159 - Financing: Current Funds (\$1,012,007), Water Utilities Current Funds (\$4,246,528), and Stormwater Drainage Management Current Funds (\$324,624)

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 large pressurized and precast concrete water pipes with accessories. Dallas Water Utilities (DWU) uses prestressed concrete cylinder pressurized pipe for repairs and replacement activities within untreated and potable water systems. The pressurized pipe is a watertight material that has a steel cylinder, steel joint rings, and a steel wire or rod wrap. This pipe material is utilized for the purpose of pressurized water application such as water transmission mains, water treatment plants, or other application where a watertight product is critical. DWU purchases large diameter pipe sections ranging from 20" - 96" in diameter and lengths from 16' - 24' linear feet. The availability of pipe will enable timely repairs to critical infrastructure; eliminating long lead time or extended customer outages.

BACKGROUND (Continued)

DWU maintains approximately 4,900 miles of water mains throughout the water distribution system.

Trinity Watershed Management (TWM), Park and Recreation, and Mobility & Street Services utilizes reinforced precast concrete pipes for rerouting water, water drainage, and replacement of collapsed or broken pipe structures as needed. Precast pipe is not a watertight pipe and is generally used for gravity applications. TWM currently maintains approximately 2,000 miles of storm sewers and manholes which carries storm water run-off from City streets.

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

- Trinity Watershed Management (1)
- Water Utilities (1)
- Mobility & Street Services (1)
- Business Development and Procurement Services (2)*

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

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

- Cost 35 points
- Experience 30 points
- Business Inclusion and Development Plan 15 points
- Approach 10 points
- Functional Match 10 points

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 936 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS' ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendors meet the wage floor rate of \$10.37 (for applicable service component) approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 27, 2011, City Council authorized a three-year master agreement for concrete pipe by Resolution No. 11-1109.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$1,012,006.38 - Current Funds
\$4,866,433.00 - Water Utilities Current Funds
\$ 324,624.30 - Stormwater Drainage Management Current Funds

M/WBE INFORMATION

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

936 - 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

Forterra Pressure Pipe, Inc.

White Male	292	White Female	13
Black Male	18	Black Female	2
Hispanic Male	315	Hispanic Female	12
Other Male	15	Other Female	0

Forterra Pipe & Precast, LLC

White Male	55	White Female	13
Black Male	8	Black Female	0
Hispanic Male	14	Hispanic Female	4
Other Male	0	Other Female	0

PROPOSAL INFORMATION

Business Development and Procurement Services received the following proposals from solicitation number BMZ1615. We opened them on May 20, 2016. We recommend the City Council award this master agreement to the most advantageous proposers by group. Information related to this solicitation is available upon request.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Forterra Pressure Pipe, Inc.	1003 N. MacArthur Blvd. Grand Prairie, TX 75050	Multiple Groups
*Forterra Pipe & Precast, LLC	1000 N. MacArthur Blvd. Grand Prairie, TX 75050	Multiple Groups

OWNERS

Forterra Pressure Pipe, Inc.

Jeffrey Bradley, President
Ken Primavera, Vice President
Jeff Nelson, Treasurer

Forterra Pipe & Precast, LLC

Jeffrey Bradley, President
Mark Carpenter, Vice President
Lori Browne, Secretary
William Matthew Brown, Treasurer

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year master agreement for large concrete water pipes and accessories - Forterra Pressure Pipe, Inc. in the amount of \$4,469,223 and Forterra Pipe & Precast, LLC in the amount of \$1,113,936, most advantageous proposers of two - Total not to exceed \$5,583,159 - Financing: Current Funds (\$1,012,007), Water Utilities Current Funds (\$4,246,528), and Stormwater Drainage Management Current Funds (\$324,624)

Forterra Pressure Pipe, Inc. and Forterra Pipe & Precast, LLC are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforces.

PROJECT CATEGORY: Goods

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$5,583,158.68	100.00%
Total non-local contracts	\$0.00	0.00%
TOTAL CONTRACT	\$5,583,158.68	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%

October 26, 2016

WHEREAS, on April 27, 2011, City Council authorized a three-year master agreement for concrete pipe by Resolution No. 11-1109; and,

WHEREAS, on April 1, 2014, Administrative Action No. 14-5696 authorized to extend the master agreement for twelve-months from April 26, 2014 to April 26, 2015 with Hanson Pipe Products, Inc.; and,

WHEREAS, on April 2, 2015, Administrative Action No. 15-5737 authorized to extend the master agreement for twelve-months from April 26, 2015 to April 25, 2016 with Hanson Pipe Products, Inc.;

NOW, THEREFORE,

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

Section 1. That a master agreement for the purchase of large concrete water pipes and accessories is authorized with Forterra Pressure Pipe, Inc. (VC15523) in the amount of \$4,469,223.00 and Forterra Pipe & Precast, LLC (138811) in the amount of \$1,113,935.68, for a term of three years in a total amount not to exceed \$5,583,158.68.

Section 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for large concrete water pipes and accessories. If a written contract is required or requested for any or all purchases of large concrete water pipes and accessories 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 \$5,583,158.68 from Master Agreement number BMZ1615.

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

KEY FOCUS AREA:	E-Gov
AGENDA DATE:	October 26, 2016
COUNCIL DISTRICT(S):	All
DEPARTMENT:	Business Development & Procurement Services Communication and Information Services
CMO:	Elizabeth Reich, 670-7804 Mark McDaniel, 670-3256
MAPSCO:	N/A

SUBJECT

Authorize Supplemental Agreement No. 1 to increase the service contract for temporary information technology professionals - EJES, Inc. in the amount of \$665,309 from \$2,661,237 to \$3,326,546, Global Information Systems, Inc. in the amount of \$248,119 from \$992,478 to \$1,240,597, and Sierra Infosys, Inc. in the amount of \$87,807 from \$351,228 to \$439,035 - Total not to exceed \$1,001,235, from \$4,004,943 to \$5,006,178 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

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

This increase to the service contract will allow the City to continue to provide temporary Information Technology (IT) professionals to Communication and Information Services (CIS) while a new service contract is established. Additionally, the contract allows the City the flexibility to utilize temporary resources on an as needed basis.

Temporary IT resources supplied under this contract have specialized skills to assist short-term and time sensitive projects, and are utilized to architect, design, develop, and implement various infrastructure and software system projects. IT temporary professionals are utilized to assist CIS with various IT projects, which include, but are not limited to:

- Love Field Modernization Project Phase II
- Increased network bandwidth for recreation centers
- Enhanced IT support for Water Utilities projects
- Data Center support

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 22, 2014, City Council authorized a three-year service contract for temporary information technology professionals by Resolution No. 14-1779.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$1,001,235.00 - Current Funds (subject to annual appropriations)

ETHNIC COMPOSITION

EJES, Inc.

White Male	18	White Female	4
Black Male	17	Black Female	14
Hispanic Male	5	Hispanic Female	0
Other Male	7	Other Female	2

Global Information Systems, Inc.

White Male	0	White Female	1
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	12	Other Female	8

Sierra Infosys, Inc.

White Male	58	White Female	10
Black Male	12	Black Female	3
Hispanic Male	3	Hispanic Female	1
Other Male	33	Other Female	23

OWNERS

EJES, Inc.

Edwin B. Jones, President
Sheila F. Jones, Secretary

OWNERS (Continued)

Global Information Systems, Inc.

Prasad Devabhaktuni, President
Sunitha Devabhaktuni, Vice President
Sirisha Pinnamaneni, Secretary

Sierra Infosys, Inc.

Raghunathan Kumar, President
Rajmohan Pendyala, Senior Vice President
Sangeetha Kumar, Secretary

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize Supplemental Agreement No. 1 to increase the service contract for temporary information technology professionals - EJES, Inc. in the amount of \$665,309 from \$2,661,237 to \$3,326,546, Global Information Systems, Inc. in the amount of \$248,119 from \$992,478 to \$1,240,597, and Sierra Infosys, Inc. in the amount of \$87,807 from \$351,228 to \$439,035 - Total not to exceed \$1,001,235, from \$4,004,943 to \$5,006,178 - Financing: Current Funds (subject to annual appropriations)

EJES, Inc. is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. Global Information Systems, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. Sierra Infosys, Inc. is a non-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 - THIS ACTION ONLY

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$665,309.00	66.45%
Non-local contracts	\$335,926.00	33.55%
TOTAL THIS ACTION	\$1,001,235.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
EJES, Inc	BMDB53984Y1017	\$665,309.00	100.00%
Total Minority - Local		\$665,309.00	100.00%

Non-Local Contractors / Sub-Contractors

<u>Non-local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Sierra Infosys, Inc.	IMMB64157N0217	\$87,807.00	26.14%
Total Minority - Non-local		\$87,807.00	26.14%

TOTAL M/WBE PARTICIPATION

	This Action		Participation to Date	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$665,309.00	66.45%	\$3,562,755.28	71.17%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$87,807.00	8.77%	\$439,035.00	8.77%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	<u>\$753,116.00</u>	<u>75.22%</u>	<u>\$4,001,790.28</u>	<u>79.94%</u>

October 26, 2016

WHEREAS, on October 22, 2014, City Council authorized a three-year service contract for temporary information technology professionals by Resolution No. 14-1779;

NOW, THEREFORE,

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

Section 1. That following approval as to form by the City Attorney, the City Manager is hereby authorized to execute Supplemental Agreement No. 1 to increase the service contract with EJES, Inc. (505524) in the amount of \$665,309.00 from \$2,661,236.52 to \$3,326,545.52, Global Information Systems, Inc. (VS0000050253) in the amount of \$248,119.00 from \$992,478.00 to \$1,240,597.00, and Sierra Infosys, Inc. (VS0000049977) in the amount of \$87,807.00 from \$351,228.00 to \$439,035.00, for temporary information technology professionals, in a total amount not to exceed \$1,001,235.00, increasing the service contract from \$4,004,942.52 to \$5,006,177.52.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$1,001,235.00 (subject to annual appropriations) from Service Contract number BKZ1403.

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): N/A

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

CMO: Elizabeth Reich, 670-7804
Mark McDaniel, 670-3256
Ryan S. Evans, 671-9837

MAPSCO: N/A

SUBJECT

Authorize payment of annual membership fees and continuation of arrangements for providing specialized municipal-related services to Gartner, Inc. (IT Executives and Leaders) in the amount of \$116,687, North Central Texas Council of Governments in the amount of \$125,773, Steering Committee of Cities Served by Oncor in the amount of \$168,178, Texas Coalition of Cities For Utility Issues in the amount of \$52,004, Texas Municipal League in the amount of \$51,194, Water Environment and Reuse Foundation in the amount of \$82,800, and Water Research Foundation in the amount of \$288,644 - Total not to exceed \$885,280 - Financing: Current Funds (\$513,836) and Water Utilities Current Funds (\$371,444)

BACKGROUND

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

Current Funds - \$513,836.00
Water Utilities Current Funds - \$371,443.41

ETHNIC COMPOSITION

Gartner, Inc. (IT Executives and Leaders)

Hispanic Female	90	Hispanic Male	71
Black Female	71	Black Male	45
White Female	1149	White Male	1527
Other Female	122	Other Male	151

North Central Texas Council of Governments

Hispanic Female	22	Hispanic Male	10
Black Female	31	Black Male	6
White Female	134	White Male	102
Other Female	19	Other Male	14

Oncor Cities Steering Committee

Ethnic Composition not available - staffed by volunteers

Texas Coalition of Cities For Utility Issues

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

Texas Municipal League

Hispanic Female	1	Hispanic Male	1
Black Female	2	Black Male	0
White Female	23	White Male	7
Other Female	0	Other Male	0

ETHNIC COMPOSITION (Continued)

Water Environment and Reuse Foundation

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

Water Research Foundation

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

October 26, 2016

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

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

Now, Therefore,

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

Section 1. That the City of Dallas continue arrangements with the organizations listed below for fiscal year 2016-17 for the annual fees specified.

Section 2. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$116,687.00 from Fund 0198, Dept. DSV, Unit 1664, Object 3340, Encumbrance CT DSV17GARTNER, Vendor No. VS0000018090, for payment of annual fees to Gartner, Inc. for the IT Executives and Leaders.

Section 3. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$125,773.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1701 Vendor No. 265554, for payment of annual fees for the North Central Texas Council of Governments.

Section 4. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$51,194.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1702, Vendor 079714, for payment of annual fees for the Texas Municipal League.

Section 5. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$168,178.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1703 Vendor No. 264729, for payment of annual fees for the Steering Committee of Cities Served by Oncor.

Section 6. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$52,004.00 from Fund 0001, Dept. BMS, Unit 1991, Object 3340, Encumbrance CT BMS1991A1704 Vendor 354776, for payment of annual fees for the TCCUI (Texas Coalition of Cities for Utility Issues).

Section 7. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$288,643.41 from Fund 0100, Dept. DWU, Unit 7015, Object 3340, Encumbrance CT DWU7015L1679, Vendor No. VC0000008752, for payment of annual fees for the Water Research Foundation.

October 26, 2016

Section 8. That the Chief Financial Officer is hereby authorized to encumber and disburse an amount not to exceed \$82,800.00 from Fund 0100, Dept. DWU, Unit 7015, Object 3340, Encumbrance CT DWU7015L1680, Vendor No. 333952, for payment of annual fees for the Water Environment and Reuse Foundation.

Section 9. 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: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Code Compliance

CMO: Elizabeth Reich, 670-7804
Joey Zapata, 670-3009

MAPSCO: N/A

SUBJECT

Authorize a three-year professional services contract, with two one-year renewal options, for spay/neuter services - Spay Neuter Network, most qualified respondent of three - Not to exceed \$2,037,978 - Financing: Current Funds (subject to annual appropriations)

BACKGROUND

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

This professional services contract will supplement staff in providing spay/neuter services. This professional services contract provides quality spay/neuter services to control the animal population. A spayed/neutered animal is easier to train, less territorial, reduces certain animal health risks, a calmer, and gentler pet.

Approximately 8,400 animals were spayed/neutered in FY 2014-15. This reflects a 31% increase in comparison to FY 2013-14. The capacity to perform these services in-house with the available staff has been maximized. In an effort to shorten the length of time a pet waits for surgery, the City is subcontracting services to maximize its efficiency.

Chapter 7 of the Dallas City Code requires that all animals that are adopted from Dallas Animal Services be spayed/neutered. All animals that are returned to their owners are also to be spayed and neutered, unless an intact animal permit exists.

BACKGROUND (Continued)

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

- Police (2)
- Fire-Rescue (1)
- Code Compliance (1)
- Business Development and Procurement Services (1)*

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

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

- Capability of proposer 30%
- Overall approach 30%
- Qualification 25%
- Business Inclusion and Development Plan 15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 284 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, BDPS’ ResourceLINK Team (RLT) sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women’s Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$2,037,978.00 - Current Funds (subject to annual appropriations)

M/WBE INFORMATION

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

284 - 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

Spay Neuter Network

White Male	4	White Female	10
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	3
Other Male	0	Other Female	0

RESPONDENT INFORMATION

Business Development and Procurement Services received the following responses from solicitation number BAZ1513. We opened them on August 13, 2015. We recommend the City Council award this professional services contract to the most qualified respondent by group.

*Denotes successful respondent

<u>Respondents</u>	<u>Address</u>	<u>Score</u>
*Spay Neuter Network	102 E. Trunk Street Crandall, TX 75114	Group 1 – 86% Group 2 – 86%
Texas Coalition for Animal Protection	713 Sunset Street Denton, TX 76201	Group 1 – 85% Group 2 – No bid
Vax Shack	1311 Squires Lane Aubrey, TX 76227	Non-responsive**

**Vax Shack was deemed non-responsive due to not meeting specifications.

OWNER

Spay Neuter Network

Carol Shiels, President

October 26, 2016

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

Section 1. That the City Manager is authorized to execute a professional services contract with Spay Neuter Network (VS0000026296) for spay/neuter services for a term of three years, with two one-year renewal options, in an amount not to exceed \$2,037,978.00, 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 Spay Neuter Network shall be based only on the amount of services directed to be performed by the City and properly performed by Spay Neuter Network under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,037,978.00 (subject to annual appropriations) from Service Contract number BAZ1513.

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.

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year professional services contract, with two one-year renewal options, for spay/neuter services - Spay Neuter Network, most qualified respondent of three - Not to exceed \$2,037,978 - Financing: Current Funds (subject to annual appropriations)

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

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$2,037,978.00	100.00%
TOTAL CONTRACT	\$2,037,978.00	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>

KEY FOCUS AREA: Clean, Healthy Environment

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Code Compliance
Park & Recreation
Sanitation Services
Trinity Watershed Management
Water Utilities

CMO: Elizabeth Reich, 670-7804
Joey Zapata, 670-3009
Willis Winters, 670-4071
Mark McDaniel, 670-3256

MAPSCO: N/A

SUBJECT

Authorize **(1)** rescinding the service contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory testing services; and **(2)** a service contract for analytical laboratory testing services through December 10, 2017 - Pace Analytical Services, Inc., second lowest responsible bidder of eight - Not to exceed \$948,211 - Financing: Current Funds (\$2,955), Water Utilities Current Funds (\$761,564) , Stormwater Drainage Management Current Funds (\$165,357), and Sanitation Current Funds (\$18,335) (subject to annual appropriations)

BACKGROUND

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

The City has exercised the termination for convenience clause with the contract awarded to Technical Testing International, LLC dba TTI Environmental Laboratories, awarded on December 11, 2013, by Resolution No. 13-2048. The contract shall be awarded to Pace Analytical Services, Inc., the second lowest bidder. This service contract will continue to allow City departments such as Water Utilities, Trinity Watershed Management, and Code Compliance to utilize certified, independent laboratories to conduct analytical laboratory testing services.

BACKGROUND (Continued)

The contractor will analyze samples for compliance with state and federal regulations including The Clean Water Act, Safe Drinking Water Act, Clean Air Act, Comprehensive Environmental Response, Compensation and Liability Act, Resource Conservation and Recovery Act, and Solid Waste Disposal Act.

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

This contract will allow BDPS sufficient time to complete the solicitation process.

PRIOR ACTION/REVIEW COUNCIL, BOARDS, COMMISSIONS

On June 27, 2012, City Council authorized Supplemental Agreement No. 1 to exercise a one year renewal with forty-three professional service contracts for geotechnical studies and construction materials testing, analytical laboratory testing, and asbestos environmental and non-asbestos environmental testing services by Resolution No. 12-1617.

On December 11, 2013, City Council authorized a three-year service contract for analytical laboratory testing services by Resolution No. 13-2048.

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$ 2,955.00 - Current Funds (subject to annual appropriations)

\$761,564.03 - Water Utilities Current Funds (subject to annual appropriations)

\$165,356.66 - Stormwater Drainage Management Current Funds (subject to annual appropriations)

\$ 18,335.00 - Sanitation Current Funds (subject to annual appropriations)

ETHNIC COMPOSITION

Pace Analytical Services, Inc.

White Male	12	White Female	10
Black Male	2	Black Female	1
Hispanic Male	0	Hispanic Female	1
Other Male	4	Other Female	2

BID INFORMATION

Business Development and Procurement Services received the following bids from solicitation number BT1311. We opened them on October 10, 2013. We recommend the City Council award this service contract to the lowest responsive and responsible bidder by group. Information related to this solicitation is available upon request.

*Denotes successful bidder

**Denotes rescinded

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Pace Analytical Services, Inc.	400 W. Bethany Road Suite #190 Allen, TX 75013	Multiple groups
**Technical Testing International, LLC dba TTI Environmental Laboratories	800 106 th Street Arlington, TX 76011	Multiple groups
B&A Laboratories, Inc. dba Xenco Laboratories	9701 Harry Hines Boulevard Dallas, TX 75220	Multiple groups
Environmental Science Corporation dba ENVISCI, Inc.	801 Stadium Drive Suite #201 Arlington, TX 76011	Multiple groups
TestAmerica Laboratories, Inc.	4101 Shuffel Street NW North Canton, OH 44720	Multiple groups
A&B Environmental Service, Inc. dba A&B Labs	10100 East Freeway Suite #100 Houston, TX 77029	Multiple groups

BID INFORMATION (Continued)

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
Bio-Aquatic Testing, Inc.	2501 Mayes Road Suite #100 Carrollton, TX 75006	Non-responsive***
Oxidor Laboratories, LLC	1825 E. Plano Parkway Suite #160 Plano, TX 75074	Non-responsive***

***Bio-Aquatic Testing, Inc. and Oxidor Laboratories, LLC were deemed non-responsive due to not meeting specifications.

OWNER

Pace Analytical Services, Inc.

Steve Vanderboom, President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize **(1)** rescinding the service contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory testing services; and **(2)** a service contract for analytical laboratory testing services through December 10, 2017 - Pace Analytical Services, Inc., second lowest responsible bidder of eight - Not to exceed \$948,211 - Financing: Current Funds (\$2,955), Water Utilities Current Funds (\$761,564), Stormwater Drainage Management Current Funds (\$165,357), and Sanitation Current Funds (\$18,335) (subject to annual appropriations)

Pace Analytical Services, 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	\$948,210.69	100.00%
TOTAL CONTRACT	\$948,210.69	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%

October 26, 2016

WHEREAS, on June 27, 2012, City Council authorized Supplemental Agreement No. 1 to exercise a one year renewal with forty-three professional service contracts for geotechnical studies and construction materials testing, analytical laboratory testing, and asbestos environmental and non-asbestos environmental testing services by Resolution No. 12-1617; and,

WHEREAS, on December 11, 2013, City Council authorized a three-year service contract for analytical laboratory testing services by Resolution No. 13-2048; and,

WHEREAS, on May 18, 2016, Administrative Action Nos. 16-5924, 16-5925 and 16-5926 authorized to extend the service contract for a one year term from December 11, 2016 to December 10, 2017;

NOW, THEREFORE,

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

Section 1. That the City Manager is authorized to (1) rescind the contract with Technical Testing International, LLC dba TTI Environmental Laboratories, previously approved on December 11, 2013, by Resolution No. 13-2048, for analytical laboratory testing services; and (2) execute a service contract with Pace Analytical Services, Inc. (VS0000068442) for analytical laboratory testing services through December 10, 2017 in an amount not to exceed \$948,210.69, 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 Pace Analytical Services, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Pace Analytical Services, Inc. under the contract.

Section 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$948,210.69 (subject to annual appropriations) from Service Contract number BT1311.

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

KEY FOCUS AREA: E-Gov

AGENDA DATE: October 26, 2016

COUNCIL DISTRICT(S): All

DEPARTMENT: Business Development & Procurement Services
Code Compliance
Equipment & Building Services

CMO: Elizabeth Reich, 670-7804
Joey Zapata, 670-3009
Jill A. Jordan, P.E., 670-5299

MAPSCO: N/A

SUBJECT

Authorize the purchase of twenty-six fleet vehicles for Code Compliance - Sam Pack's Five Star Ford through the Texas Smartbuy - Not to exceed \$622,160 - Financing: Current Funds

BACKGROUND

This item will allow for the purchase of twenty-six vehicles for various divisions in Code Compliance. Four trucks are replacing older animal vans and twenty-two vehicles are new additions to the fleet to accommodate new staff in the single family inspection program and the multi-tenant inspection program. Furthermore, vans being replaced have gone through an evaluation process using an established criterion which includes life-to-date maintenance costs, recommended replacement mileage, and recommended replacement life.

Texas Smartbuy conforms to the requirements of Texas Statutes that are applicable for competitive bids and proposals, in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code. In addition, Texas Smartbuy receive bids from manufacturers and dealers throughout the United States.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

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.

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

Information about this item will be provided to the Budget, Finance and Audit Committee on October 17, 2016.

FISCAL INFORMATION

\$622,160.00 - Current Funds

ETHNIC COMPOSITION

Sam Pack's Five Star Ford

White Male	97	White Female	22
Black Male	19	Black Female	1
Hispanic Male	94	Hispanic Female	12
Other Male	4	Other Female	2

OWNER

Sam Pack's Five Star Ford

Sam Pack, President

October 26, 2016

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;

NOW, THEREFORE,

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

Section 1. That the purchase of twenty-six fleet vehicles for Code Compliance is authorized with Sam Pack’s Five Star Ford (113696) through the Texas Smartbuy in an amount not to exceed \$622,160.00.

Section 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for twenty-six fleet vehicles for Code Compliance. If a formal contract is required for this purchase instead of a purchase order, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

Section 3. That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$622,160.00:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<u>Obj</u>	<u>Amount</u>	<u>FY</u>	<u>Encumbrance</u>
0001	CCS	2741	4740	\$208,828.00	FY17	POCCS00000129065
0001	CCS	3473	4740	\$191,920.00	FY17	POCCS00000129065
0001	CCS	3476	4740	\$221,412.00	FY17	POCCS00000129065

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.