

**KEY FOCUS AREA:** E-Gov

**AGENDA DATE:** August 10, 2016

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
City Attorney's Office  
Communication and Information Services

**CMO:** Jeanne Chipperfield, 670-7804  
Christopher D. Bowers, 670-3491  
Mark McDaniel, 670-3256

**MAPSCO:** N/A

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**SUBJECT**

Authorize a thirty-four month service contract for hardware, software maintenance and support for the City's Symantec electronically stored information discovery system - Symantec distributed by Carahsoft Technology Corp. and sold through TEQSYS, Inc., through the Department of Information Resources, State of Texas Cooperative - Not to exceed \$301,721 - 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 service contract will provide ongoing hardware, software maintenance and support for the City's Symantec electronically stored information discovery-system. This system is utilized by the City Attorney's Office, Communication and Information Services and Police to collect, analyze and produce data used for pre-trial discovery, administrative hearings and internal department investigations. Additionally, this system provided efficiencies in responding to approximately 320 open records request in 2015. It is a key component in the City's ability to meet deadlines for open records requests and litigation pre-trial discovery timelines.

This system has proved to be an efficient tool in the management and processing of the large amounts of electronic data stored within the City. Attorneys are able to create cases, perform document redaction and generate numbering to identify and label legal documents. The system also streamlines case reviews and provides automated legal hold notifications.

**BACKGROUND (Continued)**

The Department of Information Resources 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 Department of Information Resources receives bids from manufacturers and dealers throughout the United States.

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

On June 17, 2015, City Council authorized an acquisition contract to upgrade the City's Symantec E-Discovery Platform system by Resolution No. 15-1140.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 1, 2016.

**FISCAL INFORMATION**

\$301,720.01 - Current Funds (subject to annual appropriations)

**ETHNIC COMPOSITION**

TEQSYS, Inc.

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

**OWNER**

**TEQSYS, Inc.**

Keri Ramirez, President  
Laura Cruise, Secretary

August 10, 2016

**WHEREAS**, on June 3, 2015, Administrative Action No. 15-6061 authorized the acquisition and installation of a replacement server for eDiscovery; and,

**WHEREAS**, on June 17, 2015, City Council authorized an acquisition contract to upgrade the City's Symantec E-Discovery Platform system by Resolution No. 15-1140; and,

**WHEREAS**, on July 12, 2016, Administrative Action No. 16-6302 authorized a two-month support renewal for the Clearwell eDiscovery Platform;

**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 Symantec distributed by Carahsoft Technology Corp. and sold through TEQSYS, Inc. (VS0000076343) through the Department of Information Resources, State of Texas Cooperative for hardware, software maintenance and support for the City's Symantec electronically stored information discovery system for a term of thirty four months in an amount not to exceed \$301,720.01, 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 TEQSYS, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by TEQSYS, Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$301,720.01 (subject to annual appropriations) from Service Contract number MASCDV19CLRTEQ.

**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:** August 10, 2016  
**COUNCIL DISTRICT(S):** 6  
**DEPARTMENT:** Business Development & Procurement Services  
**CMO:** Jeanne Chipperfield, 670-7804  
**MAPSCO:** 33-Y, 44-S

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**SUBJECT**

Authorize a three-year service contract to provide professional auctioneer services at the City's auctions - Lone Star Auctioneers, Inc., most advantageous proposer of four - Financing: No cost consideration to the City (commissions to be paid by a buyer's premium)

**BACKGROUND**

This service contract will provide a turn key professional auctioneer service and any fees associated with the sale of property will be paid thru a buyer's premium. The contractor in coordination with the Police Department and the City Store will conduct bi-weekly auctions at the City auto pound for unclaimed vehicles, live auctions for surplus City-owned property, auctions for surplus City-owned vehicles and heavy equipment and online auctions as needed of unclaimed, court-awarded, confiscated or surplus property. The auctions will provide an opportunity for the general public to bid, will help to maintain lower levels of vehicles in the auto impound lot and items will be sold at a fair and reasonable price. The buyer's premium rates are as follows:

- Live auction of unclaimed and seized vehicles at 5.50%
- Live auction of surplus City property at 5.00%
- On-line auction of surplus City-owned vehicles and heavy equipment at 7.00%
- On-line auctioning of unclaimed, court awarded, confiscated or surplus property at 7.00%

The contractor will advertise all upcoming auctions through newspapers, catalogs and the internet to ensure notice to a wide range of buyers. Sufficient personnel and security staff will be provided by the contractor to handle all activities associated with conducting an auction such as cashiering, document processing and crowd control. The contractor will furnish reports of sales activity for analysis on market prices and conditions and for verification of deposited amounts. The City will pilot online auctions for the City auto pound as an effort to increase competition and revenue.

**BACKGROUND (Continued)**

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

- Police (1)
- Dallas Water Utilities (1)
- Equipment & Building Services (1)
- Fire (1)
- Business Development and Procurement Services (3)

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

- Cost 35%
- Capability and expertise 25%
- Overall approach 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 124 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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 December 13, 2006, City Council authorized a sixty-month service contract to provide professional auctioneer services at the City's auctions by Resolution No. 06-3383.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 1, 2016.

**FISCAL INFORMATION**

No cost consideration to the City (commissions to be paid by a buyer's premium)

**M/WBE INFORMATION**

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

124 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**

Lone Star Auctioneers, Inc.

White Male	4	White Female	8
Black Male	0	Black Female	1
Hispanic Male	0	Hispanic Female	1
Other Male	0	Other Female	0

**PROPOSAL INFORMATION**

The following proposals were received from solicitation number BKZ1525 and were opened on October 30, 2015. This service contract is being awarded in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
*Lone Star Auctioneers, Inc.	4629 Mark IV Pkwy. Fort Worth, TX 76106	86%
Municibid	2401 Walnut St. 6 <sup>th</sup> Floor Philadelphia, PA 19103	66%
Gov Planet	3850 Hopyard Rd. Suite 250 Pleasanton, CA 94588	63%

**PROPOSAL INFORMATION (continued)**

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
Gov Deals	100 Capitol Commerce Blvd. Suite 110 Montgomery, AL 36117	61%

**OWNER**

**Lone Star Auctioneers, Inc.**

Marilyn K. Burgess, President  
Ed Lanford, Vice President

August 10, 2016

**WHEREAS**, on December 13, 2006, City Council authorized a sixty-month service contract to provide professional auctioneer services at the City's auctions by Resolution No. 06-3383; and,

**WHEREAS**, on April 16, 2014, Administrative Action No. 14-5872 authorized Supplemental Agreement No. 2 to extend the term of the service contract for six months from March 4, 2014 to September 3, 2014; and,

**WHEREAS**, on August 21, 2014, Administrative Action No. 14-6749 authorized Supplemental Agreement No. 3 to extend the term of the service contract for six months from September 4, 2014 to March 3, 2015; and,

**WHEREAS**, on March 11, 2015, Administrative Action No. 15-5600 authorized Supplemental Agreement No. 4 to extend the term of the service contract for six months from March 3, 2015 to September 3, 2015; and,

**WHEREAS**, on July 30, 2015, Administrative Action No. 15-6685 authorized Supplemental Agreement No. 5 to extend the term of the service contract for six months from September 4, 2015 to March 3, 2016; and,

**WHEREAS**, on March 4, 2016, Administrative Action No. 16-5693 authorized Supplemental Agreement No. 6 to extend the term of the service contract for ninety days from March 4, 2016 to June 3, 2016; and,

**WHEREAS**, on May 25, 2016, Administrative Action No. 16-6037 authorized Supplemental Agreement No. 7 to extend the term of the service contract for ninety days from June 4, 2016 to September 3, 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 Lone Star Auctioneers, Inc. (268423) to provide professional auctioneer services at the City's auctions for a term of three years 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 Lone Star Auctioneers, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Lone Star Auctioneers, Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to receive and deposit all revenues received from Lone Star Auctioneers, Inc. to the appropriate department.



August 10, 2016

**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:** Clean, Healthy Environment

**AGENDA DATE:** August 10, 2016

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
Code Compliance  
Fire  
Police

**CMO:** Jeanne Chipperfield, 670-7804  
Joey Zapata, 670-3009  
Eric Campbell, 670-3255

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year master agreement for the purchase of animal food - Lab Animal Supplies, Inc. dba Lab Supply in the amount of \$331,205 and Simba Industries in the amount of \$25,047, lowest responsible bidders of three - Total not to exceed \$356,252 - Financing: Current Funds

**BACKGROUND**

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

This master agreement will provide food for animals managed by Code Compliance's Dallas Animal Services (DAS), Police (DPD) and Fire-Rescue (DFR). This agreement will provide the nutrition required to maintain a healthy diet for canines, felines and equines.

- DAS cares for approximately 28,700 dogs, cats and other animals each year
- DPD cares for 15 horses and 46 canines
- DFR cares for two canines assigned to the Fire Arson Investigation Division and Urban Search and Rescue

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 65 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, notifications were sent by the Business Development and Procurement Services' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

Information about this item will be provided to the Quality of Life and Environment Committee on August 8, 2016.

**FISCAL INFORMATION**

\$356,251.90 - Current Funds

**M/WBE INFORMATION**

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

65 - M/WBE and Non-M/WBE vendors were contacted.

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

**ETHNIC COMPOSITION**

**Lab Animal Supplies, Inc. dba Lab Supply**

White Male	17	White Female	11
Black Male	0	Black Female	0
Hispanic Male	1	Hispanic Female	0
Other Male	0	Other Female	0

**Simba Industries**

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

## **BID INFORMATION**

The following bids were received from solicitation number BA1603 and were opened on April 14, 2016. This master agreement is being awarded to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*Lab Animal Supplies, Inc. dba Lab Supply	54 Remington Dr. Highland Village, TX 75077	Multiple Lines
*Simba Industries	753 Port America Pl. Suite 210 Grapevine, TX 76051	Multiple Lines
Arete Properties dba Green Pet Supply	315 N. Bishop Ave. Dallas, TX 75208	Non-Responsive**

\*\*Arete Properties dba Green Pet Supply was deemed non-responsive due to not meeting specifications.

## **OWNERS**

### **Lab Animal Supplies, Inc. dba Lab Supply**

Tim Raynor, President  
Jason Raynor, Vice President  
Katie Raynor, Secretary

### **Simba Industries**

Vickie L. Kasten, President

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize a three-year master agreement for the purchase of animal food - Lab Animal Supplies, Inc. dba Lab Supply in the amount of \$331,205 and Simba Industries in the amount of \$25,047, lowest responsible bidders of three - Total not to exceed \$356,252 - Financing: Current Funds

Lab Animal Supplies, Inc. dba Lab Supply is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. Simba Industries 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	\$25,046.80	7.03%
Total non-local contracts	\$331,205.10	92.97%
<b>TOTAL CONTRACT</b>	<b>\$356,251.90</b>	<b>100.00%</b>

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

#### Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Simba Industries	WFWB08925N0718	\$25,046.80	100.00%
<b>Total Minority - Local</b>		<b>\$25,046.80</b>	<b>100.00%</b>

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

None

### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local &amp; Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$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	\$25,046.80	100.00%	\$25,046.80	7.03%
<b>Total</b>	<b>\$25,046.80</b>	<b>100.00%</b>	<b>\$25,046.80</b>	<b>7.03%</b>

August 10, 2016

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

**Section 1.** That a master agreement for the purchase of animal food is authorized with Lab Animal Supplies, Inc. dba Lab Supply (VS0000036448) in the amount of \$331,205.10 and Simba Industries (519720) in the amount of \$25,046.80 for a term of three years in a total amount not to exceed \$356,251.90.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for animal food. If a written contract is required or requested for any or all purchases for animal food 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 \$356,251.90 from Master Agreement number BA1603.

**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:** August 10, 2016

**COUNCIL DISTRICT(S):** 6, Outside City Limits

**DEPARTMENT:** Business Development & Procurement Services  
Water Utilities

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

**MAPSCO:** 50A N S T 33C G

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**SUBJECT**

Authorize a three-year master agreement for hydrogen peroxide to be used in the water purification process – U.S. Peroxide, LLC, lowest responsible bidder of three - Not to exceed \$593,640 - Financing: Water Utilities Current Funds

**BACKGROUND**

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

This agreement will provide National Sanitary Foundation 60 certified hydrogen peroxide for water treatment at the Bachman and Eastside Water Treatment Plants. Hydrogen peroxide is necessary for enhancement of the biological filtration process. The peroxide enhancement strategy will improve hydraulic performance and help to ensure production meets both demand and quality standards set by the Environmental Protection Agency and Texas Commission of Environmental Quality.

Water Utilities provides service to an estimated 2 million people in Dallas and surrounding communities.

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 1,078 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' Resource LINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

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

Information about this item will be provided to the Budget, Finance and Audit Committee on August 1, 2016.

**FISCAL INFORMATION**

\$593,640.00 - Water Utilities Current Funds

<b><u>Council District</u></b>	<b><u>Amount</u></b>
6	\$247,350.00
Outside City Limits	<u>\$346,290.00</u>
Total	\$593,640.00

**M/WBE INFORMATION**

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

1,078 - 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. 12-2236 as amended.

**ETHNIC COMPOSITION**

**U.S. Peroxide, LLC**

White Male	49	White Female	5
Black Male	1	Black Female	1
Hispanic Male	4	Hispanic Female	0
Other Male	3	Other Female	1



## **BID INFORMATION**

The following bids were received from solicitation number BW1608 and were opened on May 27, 2016. This master agreement is being awarded to the lowest responsive and responsible bidder by line.

\*Denotes successful bidder

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*U.S. Peroxide, LLC	900 Circle 75 Parkway Suite 1330 Atlanta, GA 30339	Line 1 - \$346,290.00 Line 2 - \$247,350.00
Evoqua Water Technologies, LLC	2650 Tallevast Road Sarasota, FL 34243	Line 1 - \$1,249,500.00 Line 2 - \$ 892,500.00
Univar USA, Inc.	8201 S. 212th Street Kent, WA 98032	Line 1 - \$ 385,560.00 Line 2 - \$ 275,400.00

## **OWNER**

**U.S. Peroxide, LLC**

Marvin DeVries, President

August 10, 2016

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

**Section 1.** That a master agreement for the purchase of hydrogen peroxide to be used in the water purification process is authorized with U.S. Peroxide, LLC (VS0000078783) for a term of three years in an amount not to exceed \$593,640.00.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for hydrogen peroxide to be used in the water purification process. If a written contract is required or requested for any or all purchases of hydrogen peroxide to be used in the water purification process 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 \$593,640.00 from Master Agreement number BW1601.

**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.

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize a three-year master agreement for hydrogen peroxide to be used in the water purification process – U.S. Peroxide, LLC, lowest responsible bidder of three - Not to exceed \$593,640 - Financing: Water Utilities Current Funds

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

**PROJECT CATEGORY:** Goods

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### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$593,640.00	100.00%
<b>TOTAL CONTRACT</b>	<b>\$593,640.00</b>	<b>100.00%</b>

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

#### Local Contractors / Sub-Contractors

None

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

None

### TOTAL M/WBE CONTRACT PARTICIPATION

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

**KEY FOCUS AREA:** Clean, Healthy Environment

**AGENDA DATE:** August 10, 2016

**COUNCIL DISTRICT(S):** All

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

**CMO:** Jeanne Chipperfield, 670-7804  
Ryan S. Evans, 671-9837  
Alan Sims, Chief of Neighborhood Plus, 670-1611  
Joey Zapata, 670-3009  
Mark McDaniel, 670-3256

**MAPSCO:** N/A

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**SUBJECT**

Authorize a three-year master agreement for janitorial supplies, trash bags and liners - MANS Distributors, Inc. in the amount of \$8,134,179, Eagle Brush & Chemical, Inc. in the amount of \$3,611,700, All American Poly Corp. in the amount of \$595,511, Nationwide-Supplies, LP dba USA Supply in the amount of \$140,050, JBG Purchasing Group, LLC in the amount of \$81,639, Interboro Packaging Corp. in the amount of \$68,498, Central Poly Corporation in the amount of \$28,505 and Pollock Investments dba Pollock Paper Distributors in the amount of \$687, lowest responsible bidders of eleven - Total not to exceed \$12,660,769 - Financing: Current Funds (\$3,483,196), Convention and Event Services Current Funds (\$87,333), Aviation Current Funds (\$8,585,878), Water Utilities Current Funds (\$366,021), Sanitation Current Funds (\$94,426), Stormwater Drainage Management Current Funds (\$34,302), Department of State Health Services Grant Funds (\$5,413) and 2016-17 Community Development Block Grant Funds (\$4,200)

**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.

## **BACKGROUND (Continued)**

This master agreement provides janitorial supplies to multiple departments. This agreement offers an efficient method of ordering products including, but not limited to, trash bags and liners, mops, brooms, scrubbing brushes, soap, detergent, floor waxes, polishes, paper towels and toilet tissue as needs arise. These products are used daily to ensure the City's buildings are maintained, presentable and clean.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing; this bid resulted in a 14.9% decrease over comparable unit prices for the bid awarded in 2010 and an average discount from catalog of 52.5% compared to an average discount of 48.5% for the bid awarded in 2014.

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

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

On January 13, 2010, City Council authorized a three-year master agreement for polyethylene bags, recycling bags, trash can liners and zipper lock storage bags by Resolution No. 10-0136.

On January 25, 2012, City Council authorized a three-year master agreement for janitorial supplies by Resolution No. 12-0270.

On September 24, 2014, City Council authorized a three-year master agreement for janitorial supplies by Resolution No. 14-1590.

On February 24, 2016, City Council authorized an increase to the master agreement for janitorial supplies by Resolution No. 16-0329.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 1, 2016.

## **FISCAL INFORMATION**

\$3,483,195.64 - Current Funds  
\$8,585,878.17 - Aviation Current Funds  
\$ 366,020.63 - Water Utilities Current Funds  
\$ 94,426.67 - Sanitation Current Funds  
\$ 87,333.17 - Convention and Event Services Current Funds  
\$ 34,301.96 - Stormwater Drainage Management Current Funds  
\$ 5,413.00 - Department of State Health Services Grant Funds  
\$ 4,199.52 - 2016-17 Community Development Block Grant Funds

## **M/WBE INFORMATION**

81 - Vendors contacted  
80 - No response  
1 - Response (Bid)  
0 - Response (No bid)  
1 - Successful

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

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

## **ETHNIC COMPOSITION**

### **MANS Distributors, Inc.**

White Male	0	White Female	0
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	3	Other Female	5

### **Eagle Brush & Chemical, Inc.**

White Male	5	White Female	3
Black Male	1	Black Female	0
Hispanic Male	4	Hispanic Female	0
Other Male	0	Other Female	0

### **All American Poly Corp.**

White Male	60	White Female	17
Black Male	29	Black Female	5
Hispanic Male	71	Hispanic Female	31
Other Male	1	Other Female	1

**ETHNIC COMPOSITION (Continued)**

Nationwide-Supplies, LP dba USA Supply

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

JBG Purchasing Group, LLC

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

Interboro Packaging Corp.

White Male	16	White Female	11
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

Central Poly Corporation

White Male	3	White Female	4
Black Male	1	Black Female	0
Hispanic Male	1	Hispanic Female	3
Other Male	0	Other Female	0

Pollock Investments dba Pollock Paper Distributors

White Male	95	White Female	70
Black Male	40	Black Female	14
Hispanic Male	72	Hispanic Female	10
Other Male	1	Other Female	3

**BID INFORMATION**

The following bids were received from solicitation number BQ1608 and were opened on March 18, 2016. This master agreement is being awarded to the lowest responsive and responsible bidders by line and group. Information related to this solicitation is available upon request.

**BID INFORMATION (Continued)**

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount of Bid</u></b>
*MANS Distributors, Inc.	3120 Kellway Drive Suite #108 Carrollton, TX 75006	Multiple Groups
*Eagle Brush & Chemical, Inc.	11242 Indian Trail Dallas, TX 75229	Multiple Groups
*All American Poly Corp.	40 Turner Place Piscataway, NJ 08854	Multiple Groups
*Nationwide-Supplies, LP dba USA Supply	2301 Executive Drive Suite #B Garland, TX 75041	Multiple Groups
*JBG Purchasing Group, LLC	70 Grand Avenue Suite #200 River Edge, NJ 07661	Multiple Groups
*Interboro Packaging Corp.	114 Bracken Road Montgomery, NJ 12549	Multiple Groups
*Central Poly Corporation	2400 Bedle Place Linden, NJ 07036	Multiple Groups
*Pollock Investments dba Pollock Paper Distributors	1 Pollock Place Grand Prairie, TX 75050	Multiple Groups**
Dow-Caide Custodial Supply, Inc.	2804 Prestige Road Fort Worth, TX 76244	Multiple Groups
San Benito Textile, Inc.	201 N Travis Street San Benito, TX 78586	Multiple Groups
Metera Paper Company	835 N W.W. White Road San Antonio, TX 78219	Non-Responsive**

\*\*Pollock Investments dba Pollock Paper Distributors was deemed non-responsive for line items 4, 11, 15 and 39 due to not meeting specifications. Metera Paper Company was deemed non-responsive due to not meeting specifications.



## **OWNERS**

### **MANS Distributors, Inc.**

Suresh Kara, President  
Purnima Kara, Chief Executive Officer

### **Eagle Brush & Chemical, Inc.**

Ben R. Carriker, President  
Rosanne K. Benoit, Vice President

### **All American Poly Corp.**

Jack Klein, President  
Neil Koenig, Vice President  
Joe Stern, Secretary  
Joe Weingarten, Treasurer

### **Nationwide-Supplies, LP dba USA Supply**

Kristi Boylan, President  
Patrick Boylan, Vice President

### **JBG Purchasing Group, LLC**

Laurie Gordon, President  
Richard Gordon, Vice President  
Emma Alperin, Secretary

### **Interboro Packaging Corp.**

Edith Jeremias, President  
Abraham Jeremias, Vice President  
Chava Landao, Secretary  
Chaim Bittman, Treasurer

### **Central Poly Corporation**

Andrew Hoffer, President  
Agres Serhofer, Secretary

**OWNERS (Continued)**

**Pollock Investments dba Pollock Paper Distributors**

Lawrence Pollock III, President

Tracy Evatt, Vice President

Richard Pollock, Secretary

Paul A. Garcia, Treasurer

August 10, 2016

**WHEREAS**, on January 13, 2010, City Council authorized a three-year master agreement for polyethylene bags, recycling bags, trash can liners and zipper lock storage bags by Resolution No. 10-0136; and,

**WHEREAS**, on January 25, 2012, City Council authorized a three-year master agreement for janitorial supplies by Resolution No. 12-0270; and,

**WHEREAS**, on September 24, 2014, City Council authorized a three-year master agreement for janitorial supplies by Resolution No. 14-1590; and,

**WHEREAS**, on December 17, 2014, Administrative Action No. 14-7257 authorized an extension to the master agreement with All American Poly Corporation for twelve months from February 28, 2015 to February 28, 2016; and,

**WHEREAS**, on December 17, 2014, Administrative Action No. 14-7259 authorized an extension to the master agreement with Central Poly Corporation for twelve months from February 28, 2015 to February 28, 2016; and,

**WHEREAS**, on December 22, 2015, Administrative Action No. 16-5011 authorized an extension to the master agreement with Central Poly Corporation for six months from February 28, 2016 to August 28, 2016; and,

**WHEREAS**, on December 22, 2015, Administrative Action No. 16-5045 authorized an extension to the master agreement with All American Poly Corporation for six months from February 28, 2016 to August 28, 2016; and,

**WHEREAS**, on February 24, 2016, City Council authorized an increase to the master agreement for janitorial supplies, in a total amount not to exceed \$721,169.00, increasing the master agreement from \$3,605,845.00 to \$4,327,014.00, by Resolution No. 16-0329;

**NOW, THEREFORE,**

August 10, 2016

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

**Section 1.** That a master agreement for the purchase of janitorial supplies, trash bags and liners is authorized with MANS Distributors, Inc. (331904) in the amount of \$8,134,179.00, Eagle Brush & Chemical, Inc. (009948) in the amount of \$3,611,700.00, All American Poly Corp. (269007) in the amount of \$595,510.74, Nationwide-Supplies, LP dba USA Supply (513956) in the amount of \$140,050.00, JBG Purchasing Group, LLC (VS91853) in the amount of \$81,639.36, Interboro Packaging Corp. (331142) in the amount of \$68,497.58, Central Poly Corporation (VS0000002191) in the amount of \$28,505.40 and Pollock Investments dba Pollock Paper Distributors (063760) in the amount of \$686.68, for a term of three years in a total amount not to exceed \$12,660,768.76.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for janitorial supplies, trash bags and liners. If a written contract is required or requested for any or all purchases of janitorial supplies, trash bags and liners 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 \$12,660,768.76 from Master Agreement number BQ1608.

**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.

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

**PROJECT:** Authorize a three-year master agreement for janitorial supplies, trash bags and liners - MANS Distributors, Inc. in the amount of \$8,134,179, Eagle Brush & Chemical, Inc. in the amount of \$3,611,700, All American Poly Corp. in the amount of \$595,511, Nationwide-Supplies, LP dba USA Supply in the amount of \$140,050, JBG Purchasing Group, LLC in the amount of \$81,639, Interboro Packaging Corp. in the amount of \$68,498, Central Poly Corporation in the amount of \$28,505 and Pollock Investments dba Pollock Paper Distributors in the amount of \$687, lowest responsible bidders of eleven - Total not to exceed \$12,660,769 - Financing: Current Funds (\$ 3,483,196), Convention and Event Services Current Funds (\$87,333), Aviation Current Funds (\$8,585,878), Water Utilities Current Funds (\$366,021), Sanitation Current Funds (\$94,426), Stormwater Drainage Management Current Funds (\$34,302), Department of State Health Services Grant Funds (\$5,413) and 2016-17 Community Development Block Grant Funds (\$4,200)

MANS Distributors, Inc., and Eagle Brush & Chemical, Inc. are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use the use the following sub-contractors. Nationwide-Supplies, LP dba USA Supply and Pollock Investments dba Pollock Paper Distributors are local, non-minority firms, have signed the "Business Inclusion & Development" documentation and propose to use their own workforces. All American Poly Corp., JBG Purchasing Group, LLC and Central Poly Corporation are non-local, non-minority firms, have signed the "Business Inclusion & Development" documentation and propose to use their own workforces. Interboro Packaging Corp. is a non-local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

**PROJECT CATEGORY:** Goods

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### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$9,609,673.68	75.90%
Total non-local contracts	\$3,051,095.08	24.10%
<b>TOTAL CONTRACT</b>	<b>\$12,660,768.76</b>	<b>100.00%</b>

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

#### Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
MANS Distributors	IFMB37378N0718	\$6,507,343.00	67.72%
<b>Total Minority - Local</b>		<b>\$6,507,343.00</b>	<b>67.72%</b>

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

<b><u>Non-local</u></b>	<b><u>Certification</u></b>	<b><u>Amount</u></b>	<b><u>Percent</u></b>
Pronto Delivery	WFWBE95691216	\$1,626,836.00	53.32%
Amarillo Mop & Broom	WFWBE14561216	\$650,106.00	21.31%
Interboro Packaging Corp	WFWB69009N517	\$68,497.58	2.25%
<b>Total Minority - Non-local</b>		<b>\$2,345,439.58</b>	<b>76.87%</b>

**TOTAL M/WBE CONTRACT PARTICIPATION**

	<b><u>Local</u></b>	<b><u>Percent</u></b>	<b><u>Local &amp; Non-Local</u></b>	<b><u>Percent</u></b>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$6,507,343.00	67.72%	\$6,507,343.00	51.40%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$2,345,439.58	18.53%
<b>Total</b>	<b>\$6,507,343.00</b>	<b>67.72%</b>	<b>\$8,852,782.58</b>	<b>69.92%</b>

**KEY FOCUS AREA:** Public Safety

**AGENDA DATE:** August 10, 2016

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Business Development & Procurement Services  
Communication and Information Services

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

**MAPSCO:** N/A

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**SUBJECT**

Authorize supplemental agreement no.1 to increase the service contract with AT&T DataComm, LLC for maintenance and support of the 9-1-1 system - Not to exceed \$702,078, from \$4,333,528 to \$5,035,606 - Financing: 911 System Operations 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 supplemental agreement will provide continuous maintenance and support to the 9-1-1 telephone system infrastructure. The supplemental agreement includes providing required software patches, network monitoring, software upgrades, 24 hour on-site technical support to resolve or prevent issues, such as, network outages, data corruption, performance, security and connectivity issues.

The current phone system infrastructure serving the 9-1-1 call center receives in excess of 2.1 million calls per year. This infrastructure is an integral part of providing mission critical services to citizens of Dallas. The system feeds critical 9-1-1 call information to the Computer Aided Dispatch (CAD) system when dispatching emergency services. Continuous maintenance and support of this system is a fundamental and vital component for the delivery of public safety. This extension will allow for maintenance of the existing system while a phased in upgrade of the hardware is conducted.

This supplemental 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 28, 2011, City Council authorized the purchase of hardware and software to upgrade the 9-1-1, 3-1-1, and Water Customer Service Call Center telephone system infrastructure and a five-year service contract for maintenance of the 9-1-1 system by Resolution No. 11-2609.

Information about this item will be provided to the Budget, Finance and Audit Committee on August 1, 2016.

**FISCAL INFORMATION**

\$702,077.64 - 911 System Operations Current Funds (subject to annual appropriations)

**ETHNIC COMPOSITION**

**AT&T DataComm, LLC**

White Male	4,789	White Female	2,658
Black Male	1,366	Black Female	2,245
Hispanic Male	483	Hispanic Female	694
Other Male	588	Other Female	299

**OWNER**

**AT&T DataComm, LLC**

Ralph De La Vega, President



August 10, 2016

**WHEREAS**, on September 28, 2011, City Council authorized the purchase of hardware and software to upgrade the 9-1-1, 3-1-1, and Water Customer Service Call Center telephone system infrastructure and a five-year service contract for maintenance of the 9-1-1 system by Resolution No. 11-2609;

**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 with AT&T DataComm, LLC (502484) for maintenance and support of the 9-1-1 system in an amount not to exceed \$702,077.64, increasing the service contract amount from \$4,333,528.26 to \$5,035,605.90.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$702,077.64 (subject to appropriations) from Service Contract number CT DSV17MNT911.

**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 supplemental agreement no.1 to increase the service contract with AT&T DataComm, LLC for maintenance and support of the 9-1-1 system - Not to exceed \$702,078, from \$4,333,528 to \$5,035,606 - Financing: 911 System Operations Current Funds (subject to annual appropriations)

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

**PROJECT CATEGORY:** Other Services

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

	<u>Amount</u>	<u>Percent</u>
Local contracts	\$702,077.64	100.00%
Non-local contracts	\$0.00	0.00%
<b>TOTAL THIS ACTION</b>	<b>\$702,077.64</b>	<b>100.00%</b>

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

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

None

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

None

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

	<u>This Action</u>		<u>Participation to Date</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$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%
<b>Total</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>