

Memorandum



CITY OF DALLAS

DATE: May 20, 2016

TO: Honorable Members of the Public Safety Committee:
Adam Medrano (Chair), B. Adam McGough (Vice Chair), Sandy Greyson, Tiffinni A. Young,
Jennifer S. Gates, Philip T. Kingston

SUBJECT: **Upcoming Draft Addendum Item A: Authorize (1) a five-year service contract, with a one-year renewal option, for parking services: Citations Management; Parking Management Services; Parking Meter Maintenance; Parking Meter Collections, Reconciliation, and Counting Services; Parking Lot Maintenance; Mobile Applications - Payments and Mobile Applications - Mapping - SP Plus Corporation in the amount of \$6,609,012, Xerox State and Local Solutions, Inc. in the amount of \$5,479,200, Ace Parking Management III, LLC in the amount of \$4,287,027 and ParkMe, Inc. in the amount of \$560,700, most advantageous proposers of eighteen; and (2) an increase in appropriations in the amount of \$812,607, from \$451,882,305 to \$452,694,912 in the Dallas Police Department budget**

The City seeks authorization to initiate a five-year service contract with a one-year renewal option, for parking services totaling \$16,935,939 with four (4) vendors.

These service contracts will provide for the management, operation, and maintenance of over 4,000 metered parking assets. They will also provide for ticket processing and collection services. Parking services collects approximately \$10 million in annual gross revenue. The parking program will transition from the receipt of net revenue to the receipt of gross revenue. Historically, the program received approximately \$7 million in net revenue annually.

The existing turnkey parking services contract with Xerox State and Local Solutions, Inc. expires in August 2016. This item is scheduled for the May 25, 2016 Council Addendum award to allow for sufficient time to transition vendors without interruption to revenue collections, system maintenance and customer service.

To select new vendors, a component based Parking Services RFCSP was released in August 2015. The RFCSP allowed vendors to submit proposals for all (8) components or any single component as follows:

1. Citations management includes processing citations, sending notices of violation, collecting payments, maintaining a citations database and providing support to parking enforcement and adjudication.
2. Parking management services includes providing integration support, managing a payment center at the Oak Cliff Municipal Center, providing reconciliation and monitoring of all aspects of parking services and providing best practices and performance consultation.

3. Parking meter maintenance includes preventative and routine maintenance on all of the City's single and multi-space meters.
4. Parking meter collections, reconciliation, and counting services include the collection of all monies from single and multi-space meters including coin, cash and credit card payments. The vendor will also be responsible for the counting and reconciling of all revenue including the deposit and payment to the City.
5. Parking lot maintenance includes preventative and routine maintenance for striping, litter control and landscaping.
6. Mobile applications-payments is a service to allow the payment of parking meters by mobile phone via application, interactive voice response (IVR) or website. Vendor will be responsible for the reconciliation and payment of revenue to the City.
7. Mobile applications-mapping is a service that displays the location, rates and effective hours of parking meters and lots via a mobile phone application or website. Services will also include a link to the mobile applications payment service and the City's car-share service.

The above represents seven out of eight components of the City's parking system. The eighth component, delinquent collections, will be recommended on a future Council agenda.

General performance standards and specific service level agreements (SLA's) for each component was included in the parking services contracts. These will provide a formal and comprehensive method to monitor the Parking Services contracts. Each SLA will define the expected level of service, the service level measurement, the reporting requirements and the resolution of performance issues.

An increase in appropriations is necessary for payment of vendor services thru the remainder of the fiscal year. In the past, the contractor deducted vendor payment from gross revenues.

The Dallas Police Department is seeking the support and recommendation from the Public Safety Committee to authorize this five-year service contract for parking services. The item will be placed on the May 25, 2016, City Council Addendum.



Eric D. Campbell
Assistant City Manager

cc: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Christopher D. Bowers, (I) City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

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SUBJECT: **Upcoming Draft Agenda Item B: Authorize a three-year master agreement for caps and hats for Police – C & G Police Supply**

Upon completion of a formal request for the bid process, the City seeks authorization to initiate a three-year master agreement for caps and hats totaling \$167,686. 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 caps and hats for the Dallas Police Department (DPD). The police cap is a standard deluxe military style cap that is a part of the sworn officer's uniform for formal occasions, funerals and graduation ceremonies. The baseball caps are worn by the bike patrol, helicopter, firearms training, SWAT, and tactical units of DPD. Campaign hats are worn by the Dallas Police Mounted Unit when patrolling areas that are not accessible by vehicles.

The Dallas Police Department is seeking the support and recommendation from the Public Safety Committee to authorize this master agreement for police caps and hats. The item will be placed on the June 15, 2016, City Council Agenda.



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SUBJECT: **Upcoming Draft Agenda Item C: Authorize a purchase of 40mm launchers for Police (DPD) – GT Distributors, Inc, Buy Board agreement #432-13**

The City seeks authorization to initiate a one year master agreement for three hundred Deftec LMT 40mm single launchers totaling \$235,992.

This purchase will provide 40mm launchers for the Dallas Police Department (DPD). The department has approximately 3,500 sworn officers. The 40mm launchers will provide officers another less than lethal piece of equipment that has a longer range of use to de-escalate a situation in the field. They will be checked out by patrol officers and task force officers that are in the field on a daily basis. These are the officers that are in the field patrolling daily and can be the quickest to respond to a needed situation. The launchers will be used on non-compliant persons wielding blunt force or edged weapons at a greater distance, which will give the officer more time to talk to the person or de-escalate without use of lethal force.

The Dallas Police Department is seeking the support and recommendation from the Public Safety Committee to authorize this master agreement for police 40mm launchers. The item will be placed on the June 15, 2016, City Council Agenda.



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