

Memorandum



DATE: November 11, 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 Agenda Item A: Authorize an acquisition contract for the purchase, installation and a three-year service contract for Digital Court recorder systems in 12 courtrooms-Business Information Systems Inc., doing business in Texas under the assumed name BIS Digital, Inc. through a cooperative purchasing contract with DIR, a State Buyboard vendor - Not to exceed \$109,098**

Pending the support and recommendation from the Public Safety Committee, on December 14, 2016, City Council will consider an agenda item to authorize the purchase, installation and a three-year service contract for digital court recorder systems in 12 courtrooms from BIS Digital. This purchase includes software assurance and remote maintenance service.

The Municipal Court is a Court of Record and as such, Judges are required to utilize the recording devices during hearings and trials. The current system has been deemed too overly complicated and unreliable.

Judiciary and Court & Detention Services is seeking the support and recommendation from the Public Safety Committee to authorize this purchase. This item will be placed on the December 14, 2016, City Council Agenda.



Eric D. Campbell
Assistant City Manager

cc: 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

Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, 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 (1) the ratification of expenditures for the pre-order 2016 flu vaccine from Sanofi Pasteur Inc. in amount of \$58,774; and (2) a pre-order for 2017 flu vaccine in an estimated amount of \$62,888, for Dallas Fire-Rescue and Police Department - Total not to exceed \$121,662**

Every year the first responders in both Dallas Fire-Rescue (DFD) and Dallas Police Department (DPD) require flu vaccination for health safety as they come into contact with the public when doing duties. In order for the vaccines to be received in a timely manner before the flu season in September and early October, manufacturers require the vaccines to be pre-ordered during the open pre-booking period between December and early January. This ensures timely availability and avoids the risk of being placed on a national backorder. The vaccines are ordered by DFD due to storage and administration requirement.

For the 2016 flu season, the pre-order was placed in December 2015 and included nineteen hundred (1,900) for DPD and fifteen hundred (1,500) for DFD, for a total of thirty-four hundred (3,400) vaccines. The pre-booking for the upcoming 2017 season is based on the same amount of vaccines plus an estimated seven percent increase in price. The purchase is conducted through the TXSmartBuy cooperative agreement contract number 269-M2 (Influenza vaccines) which include discounted price.

The Dallas Fire-Rescue and Police Department are seeking the support and recommendation from the Public Safety Committee to authorize (1) the ratification of expenditures for the pre-order from Sanofi Pasteur Inc. of the 2016 flu vaccine in the amount of \$58,774 and (2) a pre-order for 2017 vaccines in the estimated amount of \$62,888. This item will be placed on the December 14, 2016, City Council Agenda.



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