

Memorandum



CITY OF DALLAS

DATE April 9, 2024

Honorable Members of the Public Safety Committee
TO Cara Mendelsohn (Chair), Kathy Stewart (Vice Chair), Tennell Atkins, Jesse Moreno
Gay Donnell Willis

SUBJECT **April 10, 2024, City Council Agenda Item 24-990 Management System for the Police Department- Rollkall Technologies, LLC**

The following agenda item is scheduled to go before the City Council on April 10, 2024.

AGENDA ITEM 24-990

Authorize a three-year service contract, with one three-year renewal option, for a secondary job management system for the Police Department - RollKall Technologies, LLC, most advantageous proposer of three - Estimated Annual Net Revenue: General Fund \$815,181

BACKGROUND

This service contract will provide for a secondary job management system for the Police Department (DPD). This system will be utilized by DPD to facilitate the scheduling, managing, and tracking of secondary jobs worked by off-duty Police Officers.

The system's functionality provides:

- A secure vendor-hosted, cloud-based platform that allows private businesses to submit electronic service requests to DPD
- The ability for DPD to review, approve, and schedule off-duty Officers to work secondary jobs within the cloud-based platform
- Electronic invoice processing and payments for DPD-owned equipment (businesses will pay Officers directly for their time worked)
- Built in safeguards for effective and efficient tracking of hours worked on secondary jobs to ensure compliance with DPD's General Orders and to address the City Auditor's Office audit findings and recommendations

This service contract will be paid for through a small administrative fee added to an invoice to requesting businesses only when there is a request for the use of City equipment as part of the secondary job service request. When a business only requests an Officer's time and no Department-owned equipment there is no additional fee assessed. The revenue collected and paid to DPD through this revenue contract represents dollars traditionally billed and collected by DPD employees for the use of DPD equipment. The

awarded vendor will, through this contract, perform the invoicing and payment collection activities and transferring the money paid to DPD.

Additionally, there will be no fee assessed for any Expanded Neighborhood Patrol, Public Improvement District, or Non-Profit business or organization even when Department-owned equipment is requested.

DPD estimates there are approximately 135,294 jobs, amounting to over 714,000 hours worked annually.

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

- City Marshal Office (2)
- Department of Informaiton and Technology Services (1)
- Police Department (2)
- Small Business Center Department (1)

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

- Functional capabilities 30 points
- Technical capabilities 30 points
- Fees assessed to requesting businesses 30 points
- Experience and expertise 10 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

FISCAL INFORMATION

Estimated Annual Net Revenue: General Fund \$815,181 Note: This revenue does not represent new revenue to the City. Revenue collected and paid to DPD through this revenue contract represents dollars traditionally billed and collected by DPD employees for the use of DPD equipment.

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Should you have any questions or concerns please contact me at (214) 670 5299.



Jon Fortune
Deputy City Manager

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| T.C. Broadnax, City Manager | Majed A. Al-Ghafry, Assistant City Manager |
| Tammy Palomino, City Attorney | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Mark Swann, City Auditor | Dr. Robert Perez, Assistant City Manager |
| Biliera Johnson, City Secretary | Jack Ireland, Chief Financial Officer |
| Preston Robinson, Administrative Judge | Genesis D. Gavino, Chief of Staff to the City Manager |
| Kimberly Bizzor Tolbert, Deputy City Manager | Directors and Assistant Directors |
| Jon Fortune, Deputy City Manager | |