

Memorandum



CITY OF DALLAS

DATE August 5, 2022

TO Honorable Members of the Public Safety Committee
Adam McGough (Chair), Cara Mendelsohn (Vice Chair), Tennell Atkins, Jesse Moreno,
Jaime Resendez, Casey Thomas, Gay Donnell Willis

SUBJECT **August 24, 2022, City Council Draft Agenda Item #34; 22-1656 Police
Department's Auto Pound**

The following agenda item is scheduled to go before City Council on August 24, 2022.

Draft Agenda Item #34; 22-1656

Authorize Supplemental Agreement No. 1 to increase the service contract with Statement Systems Incorporated for printing and mailing of certified notices for the Police Department's Auto Pound and to extend the term from June 25, 2022, to June 24, 2023 - Not to exceed \$196,560 from \$786,240 to \$982,800 - Financing: General Fund (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 for continuation of the printing and mailing of certified notices to registered owners and lien holders of vehicles that have been impounded at the Police Department Auto Pound. Auto pounds are required by the State Transportation Code 683.012 to notify registered owners and lien holders by certified mail within 10 days after a vehicle has been taken into custody. The Police Department Auto Pound currently sends out approximately 3,000 notices monthly and issues a notification to the registered owner/lien holders 24 hours after the vehicle has been impounded.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. This contract renewal option includes the most current living wage of \$15.21.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 26, 2019, City Council authorized a three-year service contract for printing and mailing of certified notices for the Police Department Auto Pound with Statement Systems Incorporated by Resolution No. 19-1021.

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FISCAL INFORMATION

Fund	FY 2022	FY 2023	Total
General Fund	\$24,400.00	\$172,160.00	\$196,500.00

Should you have any questions regarding this item, please contact me at (214) 670-5299.



Jon Fortune
Deputy City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors