

Memorandum



CITY OF DALLAS

DATE December 9, 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 **December 14, 2022, City Council Agenda Item #49; 22-2717 Service Contract with
Clinical Pathology Laboratories for Dallas Fire-Rescue**

The following agenda item is scheduled to go before City Council on December 14, 2022.

Agenda #49; 22-2717

Authorize a three-year service contract for communicable disease exposure laboratory testing for the Fire-Rescue Department - Clinical Pathology Laboratories, Inc., most advantageous proposer of two - Not to exceed \$186,450 - 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 service contract will provide for communicable disease exposure laboratory testing. The Fire-Rescue Department (DFD) personnel who are vulnerable to communicable diseases while responding to emergency calls. This service contract engages a medical laboratory where DFD personnel can visit and be tested for various communicable diseases. The test results are sent to the DFD nurse who is responsible for administering necessary vaccines according to the lab results or directing personnel to seek appropriate medical attention. The DFD nurse also provides personnel support in coordinating medical assistance and monitors their progress.

A medical laboratory provides immediate availability to a medical testing facility and expeditious test results which enables medical personnel to treat DFD staff swiftly in the event of exposure to a communicable disease.

Communicable disease testing includes tests such as:

- Hepatitis
- HIV
- Measles
- Mumps
- Rubella

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

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- Fire-Rescue Department (2) ·
- Police Department (1) ·
- Small Business Center (1) ·
- Office of Procurement Services (1) *

*The Office of Procurement Services evaluated cost and local preference, if applicable.

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

- Cost (30 points)
- Experience (25 points)
- Approach (20 points)
- Business Inclusion and Development Plan (15 points)
- Proposed supply chain management and lead time delivery (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.

On November 10, 2015, the 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. The calculated living wage during the solicitation process of this contract is \$15.21; the selected vendor meets this requirement.

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



Jon Fortune
Deputy City Manager

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