



Legislation Details (With Text)

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**Type:** CONSENT AGENDA      **Status:** Approved

**File created:** 3/2/2023      **In control:** Department of Public Works

**On agenda:** 4/12/2023      **Final action:**

**Title:** Authorize (1) Supplemental Agreement No. 2 to the Master Interlocal Purchasing Agreement with North Central Texas Council of Governments for the North Texas Share Cooperative Purchasing Program extending the term for five years with an expiration date of October 18, 2028; and (2) a two-year service contract with U.S. Intellwake, LLC to provide electronic invoicing and reporting resources to local governments, through the North Texas Share Cooperative Purchasing Program in an amount not to exceed \$146,613.98, to include the software invoicing capabilities for 2023 Improved Alley Maintenance Projects, 2023 Annual Street Maintenance Contract and 2023 Annual Street Resurfacing Contract - Not to exceed \$146,613.98, from \$171,800.00 to \$318,413.98 - Financing: Bond Program Administration Fund (subject to annual appropriations)

**Sponsors:**

**Indexes:** 100

**Code sections:**

**Attachments:** 1. Map, 2. Resolution

Date	Ver.	Action By	Action	Result
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**STRATEGIC PRIORITY:** Transportation & Infrastructure

**AGENDA DATE:** April 12, 2023

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Department of Public Works

**EXECUTIVE:** Dr. Robert Perez

**SUBJECT**

Authorize (1) Supplemental Agreement No. 2 to the Master Interlocal Purchasing Agreement with North Central Texas Council of Governments for the North Texas Share Cooperative Purchasing Program extending the term for five years with an expiration date of October 18, 2028; and (2) a two-year service contract with U.S. Intellwake, LLC to provide electronic invoicing and reporting resources to local governments, through the North Texas Share Cooperative Purchasing Program in an amount not to exceed \$146,613.98, to include the software invoicing capabilities for 2023 Improved Alley Maintenance Projects, 2023 Annual Street Maintenance Contract and 2023 Annual Street Resurfacing Contract - Not to exceed \$146,613.98, from \$171,800.00 to \$318,413.98 - Financing: Bond Program Administration Fund (subject to annual appropriations)

**BACKGROUND**

On October 11, 2016, City Council authorized a five-year Master Interlocal Purchasing Agreement with North Central Texas Council of Governments (NCTCOG) for the North Texas Share Cooperative Purchasing Program, which expired on October 24, 2021. The North Texas Share conforms to Texas Statutes that are applicable for competitive bids and proposals in accordance with the Interlocal Cooperative Act, Chapter 791 of the Texas Government Code. In addition, North Texas Share solicits and receives bids from manufacturers and dealers throughout the United States by Resolution No. 16-1673.

On October 28, 2020, City Council authorized (1) an extension of the term of the NCTCOG ILA for an additional two years such that the expiration date will be October 10, 2023; and (2) a two-year service contract with U.S. Intellwake, LLC to provide electronic invoicing and reporting resources to local governments, through the North Texas Share Cooperative Purchasing Program by Resolution No. 20-1682.

On January 14, 2020, the Department of Public Works (PBW) reached out to North Central Texas Council of Governments (NCTCOG) to assist the City of Dallas in procuring a firm to provide electronic invoicing for contractors through their SHARE Program. The City provided the following information in the first communication to NCTCOG:

PBW is interested in procuring customized software that will allow us to see, approve, and reject construction quantities and invoices in real time for the upcoming \$350M in Capital Improvement Program (CIP) Projects. We have existing iPads for field use; therefore, we request that the software be web-based, iPhone Operating System compatible, and user friendly (ease of use for High School or General Educational Development). The names of the three software companies we have reached out to, along with the names of their recommended software packages, are listed as follows:

1. SHI Government Solutions - Headlight (software name)
2. U.S Intellwake, LLC - QV Sheets (software name)
3. ImmixGroup, an Arrow Company - Procore (software name)

On January 24, 2020, Cassandra Perdue with NCTCOG contacted Jennifer Nicewander to begin discussions on how the City of Dallas can participate in the SHARE Program. A meeting was scheduled for February 6, 2020, to discuss details.

NCTCOG would advertise the project and accept the proposals and requested that the City of Dallas, Department of Public Works staff, be on the selection committee. After the proposal selection, the next step of the Share Program was shortlisting the firms that submitted proposals in the Share Program. The shortlisted firms will be the firms that will be available to the other members of NCTCOG through Interlocal Agreements.

Selection Committee consisted of the following:

- Ali Hatefi, P.E., Assistant Director, Department of Public Works
- Jennifer Nicewander, P.E., Senior Program Manager, Department of Public Works
- Raslan (Russ) Mahdawi, Manager III, Department of Public Works
- Mathew Ittoop, P.E., Senior Engineer, Department of Public Works

Proposals were submitted to NCTCOG on April 14, 2020 and provided to the City of Dallas for

review. The following firms submitted proposals:

1. SHI Government Solutions - Headlight (software name)
2. U.S Intellwake, LLC - QV Sheets (software name)
3. ImmixGroup, An Arrow Company - Procore (software name)

On April 23, 2020, NCTCOG and the City of Dallas conducted a skype meeting to discuss the proposals and the scoring provided by the selection committee listed above.

On May 14, 2020, a Skype meeting with the City and NCTCOG to review and make award recommendations on NCTCOG RFP 2020-064. PBW emailed to NCTCOG that the selection committee chairman deemed all consultants qualified to be shortlisted to the next procurement stage.

The Executive Board of NCTCOG passed resolution NCT-2020-064 approving a contract between NCTCOG and all three shortlisted firms.

The Department of Public Works used the selection process to shortlist the firms as the selection process to finalize the selection of U.S Intellwake, LLC. During the shortlist selection, the selection committee, having reviewed the proposal and price agreements, selected U.S Intellwake, LLC as the most beneficial firm for the City of Dallas.

Rankings of the Electronic Invoicing Proposals:

Electronic Invoicing Scores

<u>Committee Members</u>	<u>Pavia</u>	<u>Procore Tech</u>	<u>QV Sheets</u>
Jennifer Nicewander	46	51	80
Ali Hatefi	61	74	83
Mathew Ittoop	48	54	71
Raslan (Russ) Mahdawi	45	63	88
Rank	3	2	1

This action will authorize the City of Dallas to: **(1)** authorize the Supplemental Agreement No. 2 to the Master Interlocal Purchasing Agreement with North Central Texas Council of Governments for the North Texas Share Cooperative Purchasing Program extending the term for five years with an expiration date of October 18, 2028; and **(2)** enter into a two-year service contract with U.S. Intellwake, LLC to provide electronic invoicing and reporting resources to local governments, in the amount of \$146,613.98, to include the software invoicing capabilities for 2023 Improved Alley Maintenance Projects, 2023 Annual Street Maintenance Contract and 2023 Annual Street Resurfacing Contract, through the North Texas Share Cooperative Purchasing Program.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On October 28, 2020, the City Council authorized (1) an extension of the term of the NCTCOG ILA for an additional two years such that the expiration date will be October 10, 2023; and (2) a two-year

service contract with U.S. Intellwake, LLC to provide electronic invoicing and reporting resources to local governments, through the North Texas Share Cooperative Purchasing Program by Resolution No. 20-1682.

**FISCAL INFORMATION**

Fund	FY 2023	FY 2024	Future Years
Bond Program Administration Fund	\$146,613.98	\$0.00	\$0.00

Original Contract	\$137,500.00
Supplemental Agreement No. 1	\$ 34,300.00
Supplemental Agreement No. 2 (this action)	<u>\$146,613.98</u>
Total	\$318,413.98

**OWNER**

**U.S. Intellwake, LLC**  
7952 Dunstable Circle  
Orlando, Florida 32817

Kerry A. Augustine, Chief Executive Officer

**MAP**

Attached