



Legislation Text

File #: 24-1873, Version: 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: June 26, 2024
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Donzell Gipson

SUBJECT

Authorize **(1)** the rejection of proposals received for Groups A, B, and D for digital content services for the Library; **(2)** the re-advertisement of the solicitation for Groups A, B, and D for new proposals; and **(3)** a three-year service price agreement with one three-year renewal option for Group C for digital music streaming services for the Library - Midwest Tape, L.L.C., most advantageous proposer of five - Estimated amount of \$101,700.00 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

Actions 1 and 2 will authorize the rejection of the proposals received for solicitation BHZ24-00023347 for digital content services - Group A, Digital Content - Premium Digital Books, Audio Books, Video and Magazines, Group B, Digital Content - Regular Digital Books, Audio Books, Video and Magazines, and Group D, Digital Content - Expanded and Specialty Digital Videos - and the re-advertisement of the solicitation for Groups A, B and D for new proposals. The Library determined it would be in the best interest of the City to reject the proposals for Groups A, B, and D and re-advertise the solicitation.

Action 3 does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis and according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This service price agreement will provide for Group C digital music streaming services on major devices, operating system, including Apple, Android Fire and car entertainment systems. Summary information for each format of all available title by age, groups, classification and languages.

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

- City Secretary’s Office (1)
- Library (2)
- Park & Recreation Department (1)
- Office of Procurement Services (1)*

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

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

- Approach 45 points
- Cost 30 points
- Experience and capability 20 points
- Local Preference 5 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 \$18.24; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

| Fund | FY 2024 | FY 2025 | Future Years |
|--------------|-------------|-------------|--------------|
| General Fund | \$33,900.00 | \$33,900.00 | \$33,900.00 |

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

| | | |
|---|-----------------------------|---------------------------------------|
| Contract Amount | Procurement Category | M/WBE Goal |
| \$101,700.00 | Other Services | N/A |
| M/WBE Subcontracting % | M/WBE Overall % | M/WBE Overall Participation \$ |
| N/A | N/A | N/A |
| <ul style="list-style-type: none"> • This item is Other Services and no availability and disparity in the market. • Midwest Tape, L.L.C. - Non-local; Workforce - 0.00% Local | | |

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

| | |
|---|---|
| Request for Competitive Sealed Proposal | <ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price |
|---|---|

The Office of Procurement Services received the following proposals from solicitation number BHZ24-000023347. We opened them on January 19, 2024. We recommend the City Council award this service price agreement for Group C to the most advantageous proposer, Midwest Tape, L.L.C. and that the proposals for Groups A, B, and D be rejected and a new solicitation for Groups A, B, and D be-advertised.

*Denotes successful proposer

| <u>Proposers</u> | <u>Address</u> | <u>Score</u> |
|-------------------------|--|---------------------|
| *Midwest Tape, L.L.C. | 1417 Timberwolf Drive Sulphur Springs, TX 75482 | Multiple Groups |
| Overdrive, Inc Inc | One Overdrive Way Cleveland, OH 44125 | Multiple Groups |
| ProQuest LLC | 789 East Eisenhower Parkway Ann Arbor, MI 48108 | Multiple Groups |
| Bibliotheca, LLC | 3169 Holcomb Bridge Road Norcross, GA 30071 | Multiple Groups |
| Liberty Pass, Inc. | 326 West 7th Street Ft. Worth, TX 76102 | Non-responsive |

OWNER

Midwest Tape, L.L.C.

Jeff Jakowski, President
Sue Bascuk, Vice President