



## Legislation Text

---

**File #:** 20-2201, **Version:** 1

---

**STRATEGIC PRIORITY:** Government Performance and Financial Management

**AGENDA DATE:** January 27, 2021

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Elizabeth Reich

---

### **SUBJECT**

Authorize a three-year service contract, with three one-year renewal options, for the collection of delinquent fines and fees for violations of City ordinances, traffic, and state laws, excluding parking violations - Linebarger Goggan Blair & Sampson, LLP, most advantageous proposer of four - Estimated Annual Gross Revenue: \$7,891,666.67 - General Fund (\$4,937,991.00), Technology Fund (\$184,139.00), Security Fee Fund (\$138,104.34), Juvenile Case Manager Fund (\$110,483.33), Dallas Tomorrow Fund (\$153,449.00), and Special Contract Collection Fund (\$2,367,500.00) (see Fiscal Information)

### **BACKGROUND**

This service contract will provide collection services for delinquent fines and fees for violations of City ordinances, traffic and state laws, excluding parking violations.

Court and Detention Services is responsible for the collection and processing of fines and fees associated with Class C misdemeanor and civil violations enforced within the City limits. Cases which are unresolved and are delinquent are assigned to a private vendor for collection. This service contract will enable the department to continue timely collection of delinquent amounts for traffic, ordinance, and state law violations.

Per state law, the awarded vendor will receive a 30 percent add-on commission which is paid by the defendant on cases originating on or after June 18, 2003. No commission will be paid on cases preceding that date, in accordance with current interpretation of state law. The annual net revenue amount reflects the portion that the City will retain after the 30 percent add-on commission and associated State fees are paid to the awarded vendor and the State of Texas respectively.

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

- Court and Detention Services (1)
- Department of Convention and Event Services (1)
- Fire-Rescue Department (1)
- Water Utilities Department (1)
- Office of Procurement Services (1)\*
- Office of Economic Development Business Workforce and Inclusion Division (1)\*

\*The Office of Procurement Services only evaluated the cost and the Office of Economic Development Business Workforce and Inclusion Division only evaluated the Business Inclusion and Development Policy.

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

- Relevant experience with client references 30 points
- Approach to the project and plan to resolve challenging cases 25 points
- Revenue to the City 30 points
- Business Inclusion and Development Policy 15 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 current calculated living wage during the solicitation process of this contract is \$12.38; the selected vendor meets this requirement.

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

On November 12, 2014, City Council authorized a three-year service contract, with three one-year renewal options, for the collection of delinquent fines and fees for violations of City ordinances, traffic and state laws, excluding parking violations with Gila LLC dba Municipal Services Bureau by Resolution No. 14-1985.

On April 26, 2017, City Council authorized Supplemental Agreement No. 2 to exercise the first of three one-year renewal options to the service contract with Gila LLC dba Municipal Services Bureau, for the collection of delinquent fines and fees for violations of City ordinances, traffic, and state laws, excluding parking violations by Resolution No. 17-0680.

On September 12, 2018, City Council authorized Supplemental Agreement No. 3 to exercise the second of three one-year renewal options to the service contract with Gila LLC dba Municipal Services Bureau, for the collection of delinquent fines and fees for violations of City ordinances, traffic, and state laws, excluding parking violations by Resolution No. 18-1270.

On December 11, 2019, City Council authorized Supplemental Agreement No. 4 to exercise the third of three one-year renewal options to the service contract with Gila LLC dba Municipal Services Bureau, for the collection of delinquent fines and fees for violations of City ordinances, traffic, and state laws, excluding parking violations by Resolution No. 19-1924.

[The Public Safety Committee was briefed by memorandum regarding this matter on November 9, 2020. <https://cityofdallas.legistar.com/View.ashx?M=F&ID=8905247&GUID=B81A98C4-063F-4870-ABFF-CE05359085C8>](https://cityofdallas.legistar.com/View.ashx?M=F&ID=8905247&GUID=B81A98C4-063F-4870-ABFF-CE05359085C8)

**FISCAL INFORMATION**

Estimated Annual Gross Revenue: \$7,891,666.67  
Resulting in an Estimated Annual Net Revenue: \$3,894,629.67. This is the amount the City retains after applicable state fees are paid to the state and commissions paid to the awarded firm.

- General Fund \$4,937,991.00
- Technology Fund \$184,139.00
- Security Fee Fund \$138,104.34
- Juvenile Case Manager Fund \$110,483.33
- Dallas Tomorrow Fund \$153,449.00
- Special Contract Collection Fund \$2,367,500.00

**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	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$7,891,666.67	Revenue	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to Revenue contracts.				
• Linebarger Goggan Blair & Sampson, LLP - Local; Workforce - 42.68% Local				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

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

The Office of Procurement Services received the following proposals from solicitation number BQZ20-00014053. We opened them on August 21, 2020. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Estimated Annual Gross Revenue</u>
*Linebarger Goggan Blair & Sampson, LLP	2777 North Stemmons Fwy. Suite 1000 Dallas, TX 75207	88.25	\$7,691,666.67
Transworld Systems, Inc.	500 Virginia Dr. Suite 514 Fort Washington, PA 19034	69.94	\$4,800,000.00
Municipal Services Bureau	325 Daniel Zenker Dr. Suite 3 Horseheads, NY 14845	63.89	\$3,700,000.00
NET Data	1110 Enterprise Dr. Sulphur Springs, TX 75482	59.99	\$8,750,000.00

**OWNER**

**Linebarger Goggan Blair & Sampson, LLP**

Rick Haass, Chief Operating Officer