



Legislation Text

File #: 23-2984, Version: 1

STRATEGIC PRIORITY: Government Performance & Financial Management
AGENDA DATE: December 13, 2023
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Jack Ireland

SUBJECT

Authorize a three-year service price agreement with one, two-year renewal option, for on-site alteration services for civilian and uniformed personnel - CG Wholesale LLC, most advantageous proposer of two - Estimated amount of \$1,188,096 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This action 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 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. We anticipate the following City departments will use this agreement:

- Fire-Rescue Department
- Police Department

This service price agreement will provide for on-site alteration services for civilian and uniformed personnel. The on-site alteration services at the Fire-Rescue and Police Department Quartermasters provide alterations for public safety personnel, including hemming, addition of patches, cloth name tags with badge numbers, mohair, bullion stars, oak leaves, chevrons, and service stripes. Alteration services are essential in outfitting personnel with proper fitting uniforms equipped with patches, hems, stars, and stripes to help identify and associate the personnel with their assigned department as well as conduct the daily operations.

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

- Fire-Rescue Department (2)
- Police Department (2)
- 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 30 points
- Approach 25 points
- Equity 10 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 \$17.82; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 11, 2021, the City Council authorized a five-year service price agreement, with two one-year renewal options for citywide on-site alteration services with ABVenture Designs, LLC; and a five-year master agreement, with two one-year renewal options for the purchase of public safety uniforms with G T Distributors, Inc., Galls, LLC, Premier Uniform, Inc., San Antonio Code Blue #2, LLC, Lewises Services, and CG Wholesale LLC by Resolution No. 21-1264.

FISCAL INFORMATION

Fund	FY 2024	FY 2025	Future Years
General Fund	\$266,607.60	\$316,111.60	\$605,376.80

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
\$1,188,096.00	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"> • The Request for Bid method of procurement resulted in the lowest responsive bidders being selected. • CG Wholesale LLC - Local; Workforce - 44.44% 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
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The Office of Procurement Services received the following proposals from solicitation number BBZ23-00021759. We opened them on June 23, 2023. We recommend the City Council award this service price agreement in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*CG Wholesale LLC	11807 Forestgate Drive Dallas, TX 75243	90.75
ABventure DeSigns, LLC	1705 Port Millstone Trail St Paul, TX 75098	76.09

OWNER

CG Wholesale LLC

Gail Skees, Owner