



Legislation Text

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File #: 20-1888, Version: 1

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**STRATEGIC PRIORITY:** Mobility Solutions, Infrastructure, and Sustainability

**AGENDA DATE:** October 28, 2020

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Department of Public Works

**EXECUTIVE:** Majed Al-Ghafry

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**SUBJECT**

Authorize **(1)** an amendment 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 two years with an expiration date of 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 - Not to exceed \$137,500.00 - 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 will expire 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 January 14, 2020, the Public Works Department 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 i-Pads 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, Senior Program Manager for the Department of Public Works, 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 members 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 Thursday 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 Score**

<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	83
Raslan (Russ) Mahdawi	45	63	88
Rank	3	2	1

This action will authorize the City of Dallas to: **(1)** amend the Master Interlocal Purchasing Agreement with North Central Texas Council of Governments for the North Texas Share Cooperative Purchasing Program extending the term for two years with an expiration date of October 10, 2023; and **(2)** enter into 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.

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

This item has no prior action.

**FISCAL INFORMATION**

Fund	FY 2021	FY 2022	Future Years
Bond Program Administration Fund	\$81,250.00	\$56,250.00	\$0.00

**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 \$
\$137,500.00	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> <li>The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs).</li> <li>U.S. Intellwake, LLC - Non-Local; Workforce - 0.00% Local</li> </ul>				

**OWNER**

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

Kerry A. Augustine, Chief Executive Officer

**MAP**

Attached