



Legislation Text

File #: 23-2987, 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 master agreement for the purchase of construction project signs for citywide use - Dallas Lite & Barricade, lowest responsible bidder of three - Estimated amount of \$106,877.46 - Financing: Water Construction Fund (\$53,438.73) and Wastewater Construction Fund (\$53,438.73)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, 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.

This master agreement will provide for construction project signs for citywide use. The City uses these signs to inform the community, in respective districts, of construction and/or capital improvement projects underway in their area. These signs provide general information, improve City accountability, and generate community awareness of specific projects. Signs provided under this agreement are made of wood with painted or vinyl lettering and are built according to specifications developed by representatives of the City's constructing departments for standardization.

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.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 26, 2020, the City Council authorized a three-year master agreement for construction project signs with Dallas Lite & Barricade by Resolution No. 20-0365.

FISCAL INFORMATION

Fund	FY 2024	FY 2025	Future Years
Water Construction Fund	\$17,812.91	\$17,812.91	\$17,812.91
Wastewater Construction Fund	\$17,812.91	\$17,812.91	\$17,812.91
Total	\$35,625.82	\$35,625.82	\$35,625.82

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
\$106,877.46	Goods	32.00%
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
0.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • The Request for Bid method of procurement resulted in the lowest responsive bidders being selected. • Dallas Lite & Barricade - Local; Workforce - 100.00% Local 		

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BO23-00022284. We opened them on June 30, 2023. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
*Dallas Lite & Barricade	1607 Ft. Worth Ave. Dallas, TX 75208	\$106,877.46
Fastsigns N Arlington	803 East Lamar Blvd.	\$148,622.00

Arlington, TX 76011

Signgrafx

10610 Metric Dr.
Suite 126
Dallas, TX 75243

\$499,000.00

OWNER

Dallas Lite & Barricade

Shane Howell, Owner