



Legislation Text

File #: 20-2549, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 27, 2021

COUNCIL DISTRICT(S): 6, 7

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a service contract for non-profit public facility improvement projects for the Office of Budget and Management Services - CitySquare in the amount of \$500,000 and Catholic Charities of Dallas, Inc. in the amount of \$179,588, most advantageous proposers of four - Total not to exceed \$679,588 - Financing: FY 2020-21 Community Development Block Grant Fund

BACKGROUND

This service contract will provide for non-profit public facility improvement projects for the Office of Budget and Management Services. Each year, the City receives Community Development Block Grant funds to provide economic and community development projects and services. Non-profit agencies are frequently requested to partner with the City and/or other community partners with the provision to provide services to improve the quality of life for Dallas residents. These awards provide funding to local non-profit agencies for various improvement projects within the City for facilities that are typically not available from other sources.

This service contract will provide grant funds to CitySquare that will go towards the restoration and renovation of the historic Forest Theater in South Dallas near Fair Park. Through their Forest Forward team, CitySquare will create over 45,000 square feet of spaces for arts education, enrichment, and performance that will be for the use and benefit of the residents of Dallas. Through the investment and development within the community, CitySquare's Forest Forward team aims to combat the causes and effects of systemic racism by neighborhood revitalization that centers efforts to accelerate the advancement and achievements of Black and marginalized people.

This service contract will provide grant funds to assist Catholic Charities of Dallas, Inc. with their renovation of the Marillac Community Center to better serve the southern sector of the city. The Marillac Community Center is the focal point for the Brady Senior Services program that this non-profit agency provides. Additionally, the Marillac Community Center facilitates one of three fixed, drive-through food pantries made available to the public by Catholic Charities of Dallas, Inc. The improvements and enhancements to the Marillac Community Center will increase the utilization and functionality of the facility that Dallas residents continue to seek critical resources and services from.

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

- City Controller’s Office (1)
- Department of Housing and Neighborhood Revitalization (1)
- Office of Bond and Construction Management (1)
- Office of Budget and Management Services (1)
- Office of Homeless Solutions (1)
- Office of Economic Development Business Workforce and Inclusion Division (1)*

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

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

- Approach and methodology 50 points
- Experience and financial capacity 35 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 \$11.71; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

[The Government Performance and Financial Management will be briefed by memorandum regarding this matter on January 25, 2021. <http://cityofdallas.legistar.com/gateway.aspx?M=F&ID=03121e74-a8a2-48e9-a501-f9b768a2ac3a.pdf>](http://cityofdallas.legistar.com/gateway.aspx?M=F&ID=03121e74-a8a2-48e9-a501-f9b768a2ac3a.pdf)

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
FY 2020-21 Community Development Block Grant Fund	\$679,588.00	\$0.00	\$0.00

<u>Council District</u>	<u>Amount</u>
6	\$179,588.00
7	\$500,000.00
Total	\$679,588.00

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	M/WBE %	M/WBE \$
\$679,588.00	Construction	25.00%*	88.97%	\$604,600.00
<ul style="list-style-type: none"> *This item reflects previous Business Inclusion and Development Policy M/WBE goal. 				
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				
<ul style="list-style-type: none"> CitySquare - Local; Workforce - 80.00% Local 				
<ul style="list-style-type: none"> Catholic Charities of Dallas, Inc. - Local; Workforce - 30.30% 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 BJZ20-00013637. We opened them on October 9, 2020. We recommend the City Council award this service contract to the most advantageous proposers.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*CitySquare	1610 South Malcolm X Blvd. Dallas, TX 75226	83.0
*Catholic Charities of Dallas, Inc.	1421 West Mockingbird Ln. Dallas, TX 75247	78.4
Shared House Center, Inc.	402 North Good Latimer Expwy. Dallas, TX 75204	70.2

TeCo Theatrical
Productions, Inc. dba
Bishop Arts Theatre
Center

215 South Tyler St.
Dallas, TX 75208

67.2

OWNERS

CitySquare

John Siburt, President
Larry James, Chief Executive Officer

Catholic Charities of Dallas, Inc.

David Woodyard, President