



Legislation Text

File #: 20-216, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: February 26, 2020
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for construction project signs - Dallas Lite & Barricade, lowest responsible bidder of four - Estimated amount of \$121,622.60 - Financing: General Fund (\$4,499.80), Water Construction Fund (\$47,726.70), Sewer Construction Fund (\$47,726.70), Stormwater Drainage Management Capital Construction Fund (\$14,747.00) and Dallas Water Utilities Fund (\$6,922.40)

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

- Park and Recreation Department
- Water Utilities Department

This master agreement will provide construction project signs as needed for various construction related projects citywide. 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 the City's Capital Improvement Program Sign Redesign Committee.

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. Additionally, in an effort to secure more competition, the Office of Business Diversity sent notifications to chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 25, 2017, City Council authorized a three-year master agreement for construction project signs to be utilized citywide with Dallas Lite & Barricade by Resolution No. 17-0183.

FISCAL INFORMATION

| Fund | FY 2019-20 | FY 2020-21 | Future Years |
|----------------------------------------------------------|-------------|-------------|--------------|
| General Fund | \$ 1,500.27 | \$ 1,500.27 | \$ 1,499.26 |
| Water Construction Fund | \$15,908.90 | \$15,908.90 | \$15,908.90 |
| Sewer Construction Fund | \$15,908.90 | \$15,908.90 | \$15,908.90 |
| Stormwater Drainage Management Capital Construction Fund | \$ 4,915.64 | \$ 4,915.68 | \$ 4,915.68 |
| Dallas Water Utilities Fund | \$ 2,307.46 | \$ 2,307.46 | \$ 2,307.48 |
| Total | \$40,541.17 | \$40,541.21 | \$40,540.22 |

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

| Contract Amount | Category | M/WBE Goal | M/WBE % | M/WBE \$ |
|-------------------------------------------------------------------------------------|----------|------------|---------|----------|
| \$121,622.60 | Goods | 18.00% | 0.00% | \$0.00 |
| • This contract does not meet the M/WBE goal, but complies with good faith efforts. | | | | |

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 |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The Office of Procurement Services received the following bids from solicitation number BF20-00011660. We opened them on December 26, 2019. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

| <u>Bidders</u> | <u>Address</u> | <u>Amount</u> |
|----------------------------------------------------------|-------------------------------------------------------------------|----------------------|
| *Dallas Lite & Barricade | 1607 Fort Worth Avenue Dallas, TX 75208 | \$121,622.60 |
| Innovative Sign Solutions, dba Signarama - Richardson | 1850 North Greenville Avenue Suite 174 Richardson, TX 75081 | \$254,710.00 |
| Blue Sun LLC, dba Dallas, Digital Signs & Graphics | 9411 Hilltop Road Argyle, TX 76226 | \$542,300.00 |
| Saiger Sign & Graphics LLC dba Fastsigns-17401 | 5409 North Jim Miller Road #201 Dallas, TX 75227 | \$723,215.00 |

OWNER

Dallas Lite & Barricade

Shane D. Howell, President
Jay Galler, Vice President
Debbie Kenney, Secretary
Veronica Hollingsworth, Treasurer