



## Legislation Text

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**File #:** 20-911, **Version:** 1

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**STRATEGIC PRIORITY:** Government Performance and Financial Management

**AGENDA DATE:** May 27, 2020

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize a two-year service price agreement for access to homeless recovery services for the Office of Homeless Solutions - Bridge Steps in the amount of \$746,673.24, Shelter Ministries of Dallas in the amount of \$731,254.00, and CitySquare in the amount of \$522,072.76, most advantageous proposers of five - Total amount not to exceed \$2,000,000.00 - Financing: Healthy Community Collaborative Grant Fund

### **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.

This service price agreement will provide for access to homeless recovery services for the Office of Homeless Solutions. These services enable individuals to secure independent housing, secure competitive employment, build or improve existing relationships, and achieve and maintain ongoing recovery from medical, mental health, and substance use disorders. The funding for the services are provided through Healthy Community Collaborative funds received by the City for the Texas Health and Human Services Commission.

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

- Department of Housing & Neighborhood Revitalization (1)
- Office of Community Care (1)
- Office of Risk Management (1)
- Office of Business Diversity (1)\*
- Office of Procurement Services (1)\*

\*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

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

- Experience 35 points
- Approach and methodology 50 points
- Business Inclusion & Development Plan 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. 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.

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)**

This item has no prior action.

#### **FISCAL INFORMATION**

Fund	FY 2020	FY 2021	Future Years
Health Community Collaborative Grant Fund	\$2,000,000.00	\$0.00	\$0.00

#### **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 \$
\$2,000,000.00	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to non-profits				
• Bridge Steps - Local				
• Shelter Ministries of Dallas - Local				
• CitySquare - Local				

## **PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Proposal	<ul style="list-style-type: none"><li>• Utilized for professional, personal, revenue, and planning services</li><li>• Recommended offeror is the responsible offeror whose proposal most closely meets established criteria for the services advertised, based on demonstrated competence and qualifications at a fair and reasonable price</li><li>• Always involves the evaluation by committee</li><li>• Allows for negotiation on contract terms, including price</li></ul>
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The Office of Procurement Services received the following proposals from solicitation number BR20-00012709. We opened them on January 23, 2020. We recommend the City Council award this service price agreement to the vendors listed below who submitted advantageous proposals as determined through evaluations.

\*Denotes successful proposers

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
*Bridge Steps	1818 Corsicana St. Dallas, TX 75201	74.33
*Shelter Ministries of Dallas	2929 Hickory St. Dallas, TX 75226	78.67
*CitySquare	1610 South Malcolm X Blvd. Dallas, TX 75214	81.33
TS Recuperative Care of North Texas	2004 San Simeon Dr. Mesquite TX 75181	34.67
Prevention & Strengthening Solutions, Inc.	1204 North 7th St. Wichita Falls, TX 76306	13.33

## **OWNERS**

### **Bridge Steps**

Dr. David Woody, III, President  
Vickie McDaniel, Chief Accounting Officer

### **Shelter Ministries of Dallas**

Daniel Roby, Chief Executive Officer

## **CitySquare**

Larry James, Chief Executive  
John Siburt, President