



Legislation Text

File #: 21-6, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: February 10, 2021
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the third of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services for the Office of the City Auditor - Estimated Total Net Revenue: \$80,000

BACKGROUND

This professional services contract will continue to provide the City with franchise fee compliance and recovery services for electric, natural gas, cable/video service, and/or certificated telephone providers. This contract will also continue to allow the contractor to conduct review and recovery services to assist the City with the detection, documentation, and correction of errors and omissions related to franchise fees for electric, natural gas, cable/video service, and/or certificated telephone providers.

The City will pay the contractor a 25 percent contingency fee based on the revenue received from the correction of detected and documented franchisee reporting errors; contingency fees are a result of the contractor's work, and apply to all franchise fees, penalties, and interest collected from the maximum examination period allowable from the franchisee.

The contingency fee also applies, for a period of 24 months, to revenues received after the contract period for deficiencies identified by the contractor during the contract period. The City will not pay any fee to the contractor until monies recovered for the City have been received from the franchisee.

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 \$12.38; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 26, 2014, City Council authorized a three-year professional services contract, with three two-year renewal options, for franchise fee compliance and recovery services with MuniServices, LLC by Resolution No. 14-0365.

On January 25, 2017, City Council authorized the first of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services by Resolution No. 17-0175.

[City Council was briefed by memorandum regarding this matter on January 11, 2019. <https://dallascityhall.com/government/citymanager/Documents/FY18-19%20Memos/Jan-23-2019-Upcoming-Agenda-Items-Government-Performance-Financial-Management-Committee_Memo_011119.pdf>](https://dallascityhall.com/government/citymanager/Documents/FY18-19%20Memos/Jan-23-2019-Upcoming-Agenda-Items-Government-Performance-Financial-Management-Committee_Memo_011119.pdf)

On January 23, 2019, City Council authorized the second of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services by Resolution No. 19-0193.

FISCAL INFORMATION

Estimated Total Net Revenue: General Fund \$80,000.00

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 \$
\$80,000.00	Revenue	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Revenue contracts.				
• MuniServices, LLC - Non-local; Workforce - 0.00% Local				

OWNER

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