



Legislation Text

File #: 21-1131, **Version:** 1

CASTRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 23, 2021

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a one-year service contract, with two one-year renewal options, for homeless services targeting young adults twenty-four years of age and younger for the Office of Homeless Solutions - CitySquare, most advantageous proposer of three - Not to exceed \$270,554 - Financing: FY21 Texas Department of Housing and Community Affairs TDHCA Funds

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will provide for homeless services targeting young adults twenty-four years of age and younger to support the Office of Homeless Solutions in providing services to this targeted population.

Through this contract the awarded firm will conduct outreach and engage with homeless youth and young adults, providing street outreach and case management coupled with supportive services. Street outreach services will assist these youth with assessments and immediate access to shelters. Through a comprehensive youth-centered service model, these at-risk youth will find a safe place to build their strengths and social and emotional well-being. In addition to street outreach, services will assist youth to leave the streets through drop-in services to meet their immediate needs and enhance street outreach and engagement. Utilizing a youth-centered approach, the awarded firm will ensure youth are housed, while also providing treatment and education services.

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

- Budget and Management Services (1)
- Department of Information and Technology Services (1)
- Department of Housing and Neighborhood Revitalization (2)
- Office of Community Care (1)

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

- Experience 35 points
- Approach and methodology 35 points
- Financial capacity 25 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 \$12.38; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council was briefed by memorandum regarding this matter on June 18, 2021.

<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdallascityhall.com%2Fgovernment%2Fcitymanager%2FDocuments%2FFY%252020-21%2520Memos%2FBRIEFING%2520MEMO%2520Agenda%2520Item%252040%2520-Youth%2520Homelessness%2520061821.pdf&data=04%7C01%7Ccouncilagenda%40dallascityhall.com%7C78bba7fce20b4b83963508d93293dca2%7C2935709ec10c4809a302852d369f8700%7C0%7C0%7C637596432897710319%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjojV2luMzliLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C1000&sdata=GB2BeOnWNm4jC8G%2BPaqCtgQON9X%2FIXb09FAcvQQu6Fg%3D&reserved=0>

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
FY21 Texas Department of Housing and Community Affairs TDHCA Funds	\$270,554.00	\$0.00	\$0.00

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 \$
\$270,554.00	Other Services	N/A	N/A	N/A

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| <ul style="list-style-type: none">• The Business Inclusion and Development Policy does not apply to Other Service contracts. |
| <ul style="list-style-type: none">• CitySquare - Local; Workforce - 80.00% 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 BRZ21-00015066. We opened them on January 28, 2021. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*CitySquare	1610 South Malcolm X Blvd. Dallas, TX 75226	88.6
Promise House, Inc.	224 West Page Ave. Dallas, TX 75280-6631	15.0
Bratton Construction, LLC	728 NE Dekum St. Portland, OR 97211	11.2

OWNER

CitySquare

John Siburt, President