



Legislation Text

File #: 21-712, **Version:** 1

STRATEGIC 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 two-year service contract for the development of a new districting plan to reflect the 2020 census data for the Office of Government Affairs - ARCBridge Consulting, Inc., most advantageous proposer of six - Not to exceed \$158,625 - Financing: General Fund

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 the development of a new districting plan to reflect the 2020 census data for the Office of Government Affairs. The contract will also provide for the City Charter's requirement of adopting a new districting plan every 10 years when the decennial census figures for the City of Dallas are released. The City Charter also requires the formation of a Redistricting Commission, appointed by the City Council, which will develop the proposed districting plan. Upon completion of their work, the Redistricting Commission will submit a recommended plan to the Mayor. The Mayor will then present the recommended plan to the City Council for adoption. The goal is to have a districting plan in place in time for the 2023 general election for City Council.

The acquisition of a third-party vendor is desirable to efficiently manage the redistricting process, working closely with the Redistricting Commission, and City staff. The third-party vendor will bring significant background and expertise, as well as the utilization of the latest geographic information system mapping technology, to the process, and will help ensure the development of a fair and equitable districting plan.

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

- City Attorney's Office (1)
- Civil Service (1)
- Court & Detention Services (1)

- Office of Government Affairs (1)
- Office of Procurement Services (1)*

*The Office of Procurement Services evaluated cost and local preference, if applicable.

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

- Experience 35 points
- Approach 35 points
- Cost 25 points
- Local Preference 5 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 on Redistricting 2021 on January 6, 2021.

[City Council was briefed by memorandum regarding this matter on June 18, 2021.
<https://dallascityhall.com/government/citymanager/Documents/FY%2020-21%20Memos/June%202021%20Redistricting%20Update%20Memo%206.18.2021.pdf>](https://dallascityhall.com/government/citymanager/Documents/FY%2020-21%20Memos/June%202021%20Redistricting%20Update%20Memo%206.18.2021.pdf)

FISCAL INFORMATION

Fund	FY 2021	FY 2022	Future Years
General Fund	\$158,625.00	\$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 \$
\$158,625.00	Other Services	N/A	N/A	N/A

- | |
|--|
| • The Business Inclusion and Development Policy does not apply to Other Service contracts. |
| • ARCBridge Consulting, Inc. - Non-local; Workforce - 0.00% 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
---	--

The Office of Procurement Services received the following proposals from solicitation number BR21-00015370. We opened them on January 14, 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>
*ARCBridge Consulting, Inc.	21515 Ridgetop Cr. Ste. 290 Loudoun County, VA 20166	79.5
The Kaleidoscope Group, LLC	416 West Ontario St. C-2 Chicago, IL 60654	70.9
Law Office of Rolando Rios & Associates	110 Broadway St., #335 San Antonio, TX 78205	60.2
Bear Demographics & Redistricting LLC	4928 Sancola Ave. Los Angeles, CA 91601	54.5
Bickerstaff Health Delgado Acosta LLP	3711 South MoPac Expy. Bldg. 1, Ste. 300 Austin, TX 78746	No bid
Elevate Strategies LLC	216 Marshall St. Ste. 11 Houston, TX 77006	No bid

OWNER

ARCBridge Consulting, Inc.

Sam Mathur, Chief Executive Officer
Priti Mathur, President