



Legislation Text

File #: 21-2003, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: November 10, 2021
COUNCIL DISTRICT(S): 7
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a service contract for the fabrication and installation of an interpretative museum at the Juanita J. Craft Civil Rights House for the Office of Arts and Culture - Isometric Studio, Inc., only proposer - Not to exceed \$160,000 - Financing: Office of Cultural Affairs Gifts and Donations Fund (\$40,000), Hillcrest Foundation Care of Communities Foundation of Texas Grant Fund (\$50,000), Juanita Craft Summerlee Foundation Grant Fund (\$50,000), Sturgis Charitable Trust Grant Fund (\$15,000), and Juanita Craft Luse Foundation Grant Fund (\$5,000)

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 fabrication and installation of an interpretative museum at the Juanita J. Craft Civil Rights House.

The Juanita J. Craft Civil Rights House was originally constructed in 1926 and donated to the City of Dallas by the Honorable Juanita J. Craft. The house is designated as a City of Dallas Landmark in honor of the woman who made many contributions to the civil rights movement. The house was last restored in 1990s and was operated as a museum by the Office of Arts and Culture (OAC).

OAC plans to re-open the Juanita J. Craft Civil Rights House and Memorial Garden (Craft House) for use as a public historic site open to the public on a regular basis. It will be the only publicly accessible house museum to honor Mrs. Craft, a grass-roots community organizer who had a profound influence on her community, and the country as a whole.

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

- City Secretary's Office (1)
- Office of Arts and Culture (2)
- Office of Equity and Inclusion (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:

- Cost 30 points
- Experience and capabilities 25 points
- Approach 25 points
- Samples 15 points
- Local Preference Program 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.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 20, 2019, the Arts and Culture Advisory Commission was briefed on the status of the Juanita J. Craft House and the Historic Structures Report.

On October 8, 2019, City Council authorized the acceptance of the FY 2018 African American Civil Rights Grant by Resolution No. 19-1477.

The Quality of Life Committee was briefed on the Juanita J. Craft Civil Rights House on November 18, 2019.

The Quality of Life Committee was briefed on the Juanita J. Craft Civil Rights House Update on September 21, 2020.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
Office of Cultural Affairs Gifts and Donations Fund	\$ 40,000.00	\$0.00	\$0.00
Hillcrest Foundation Care of Communities Foundation of Texas Grant Fund	\$ 50,000.00	\$0.00	\$0.00
Juanita Craft Summerlee Foundation Grant Fund	\$ 50,000.00	\$0.00	\$0.00
Sturgis Charitable Trust Grant Fund	\$ 15,000.00	\$0.00	\$0.00
Juanita Craft Luse Foundation Grant Fund	\$ 5,000.00	\$0.00	\$0.00
Total	\$160,000.00	\$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 \$
\$160,000.00	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.				
• Isometric Studio, Inc. - Non-local; Workforce - 0.00% Local				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	• 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 proposal from solicitation number BEZ21-00017329. We opened it on September 16, 2021. We recommend the City Council award this service contract in its entirety to the only proposer.

<u>Proposer</u>	<u>Address</u>	<u>Score</u>
Isometric Studio, Inc.	72 Berry Street # 1A, Brooklyn, NY 11249	87.00

Note: The Office of Procurement Services conducted a single proposal review and found no exceptions.

OWNER

Isometric Studio, Inc.

Andy Chen, President