



Legislation Text

File #: 21-2217, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: December 8, 2021

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year professional service contract to update the 2011 Dallas Bike Plan to reflect current conditions, needs, and preferences for the Department of Transportation - Gresham Smith, most advantageous proposer of three - Not to exceed \$449,045 - Financing: General Fund (\$299,045) and Street and Transportation (A) Fund (2017 General Obligation Bond Fund) (\$150,000)

BACKGROUND

This professional service contract will update the 2011 Dallas Bike Plan to reflect current conditions, needs, and preferences. First developed in 1975 and last updated in 2011, the Dallas Bike Plan is the City's guide for implementing a system of on- and off-street bicycle facilities, intended to enable and encourage bicycling as a safe transportation alternative. The 2011 plan recommended a vast 833 miles of on-street and 456 miles of off-street bike facilities, including trails, all to be implemented by 2021.

Through Connect Dallas-which established a transportation decision-making framework for prioritizing transportation projects funding-participants recognized that many of the projects and connections recommended in the 2011 Plan no longer reflected existing conditions, needs, and preferences. Connect Dallas and the Department of Transportation both recommend a major Plan update to identify priority bike projects that have the greatest impact.

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

- Department of Planning and Urban Design (1)
- Department of Public Works (1)
- Department of Transportation (2)
- Park & Recreation Department (1)
- Small Business Center Department (1)

The committee selected the successful respondent using a two-step evaluation process. In the first step of selection respondents were evaluated on the basis of demonstrated qualifications under the following criteria:

- Executive Summary and Project Statement 5 points
- Pertinent Experience 15 points
- Proposed Approach 35 points
- Consultant's Resources 15 points
- Project Manager Experience 15 points
- Consultant's Current Contracts 5 points
- Business Inclusion and Development Plan 10 points

In the second step of selection respondents were evaluated on the basis of demonstrated competence and merit of their proposals under the following criteria:

- Bike Network Update 25 points
- Prioritization, Cost Estimates, and Implementation Recommendations, and Performance Monitoring 20 points
- Public Engagement Support 15 points
- Project Management Approach, Documentation Preparation, and QA/QC 15 points
- Business Workforce Inclusion Plan 15 points
- Bicycle Facility Design Standards and Specifications 10 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 \$15.21; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
General Fund	\$299,045.00	\$0.00	\$0.00
Street and Transportation (A) Fund (2017 General Obligation Bond Fund)	\$150,000.00	\$0.00	\$0.00
Total	\$449,045.00	\$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 \$
\$449,045.00	Architecture & Engineering	34.00%	36.05%	\$161,880.00
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. • Gresham Smith - Non-local; Workforce - 36.00% Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Qualifications	<ul style="list-style-type: none"> • Utilized for procurements involving professional services • Recommended offeror whose response is most qualified, considering the relative evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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Request for Proposal	<ul style="list-style-type: none"> • Utilized for professional, personal, revenue, and planning services • 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 • Always involves the evaluation by committee • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BYZ21-00016189. We opened them on July 30, 2021. We recommend the City Council award this professional services contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Gresham Smith	222 Second Avenue South Suite 1400 Nashville, TN 37201	83.85

Kimley-Horn and Associates, Inc.	13455 Noel Road Two Galleria Office Tower Suite 700 Dallas, TX 75240	75.94
DeShazo Group	400 South Houston Street Suite 330 Dallas, TX 75202	28.20

OWNER

Gresham Smith

Alan J. Pramuk, P.E., Chief Executive Officer
K. Dwayne West, CPA, Chief Financial Officer