



## Legislation Text

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File #: 22-4, Version: 1

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**STRATEGIC PRIORITY:** Government Performance and Financial Management  
**AGENDA DATE:** January 12, 2022  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize a one-year service contract for transportation services for persons experiencing homelessness for the Office of Homeless Solutions - Austin Street Center, most advantageous proposer of three - Not to exceed \$340,000 - Financing: General Fund (\$250,000) and ARPA Homelessness Assistance and Supportive Services Program Fund (\$90,000) (subject to appropriations)

### **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 transportation services for persons experiencing homelessness currently provided by The Dallas Connector Project. The purpose of the program is to provide regularly scheduled transportation service for the homeless population to locations necessary to secure services such as healthcare, housing, and employment. Service began in October 2019 using one 25 passenger van and one 15-passenger van that travel daily between predetermined locations located on a 14-mile loop between the vicinities of Parkland Hospital and the North Texas Veterans Administration Healthcare Center. Each van completes the loop at least six times daily.

The 2021 Annual Homeless Point-In-Time Count, conducted in February 2021, indicates that 4,570 individuals were experiencing homelessness across the local Continuum of Care (CoC) at the time of the count. Of that number, 2,232 individuals are estimated to be unsheltered. The City, through the Office of Homeless Solutions, has enhanced its efforts to assist and serve persons experiencing homelessness, and to reduce the impacts of homelessness on the communities and businesses in Dallas.

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

- Office of Budget and Management Services (1)
- Office of Community Care (1)
- Office of Homeless Solutions (1)

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

- Experience 45 points
- Approach 35 points
- Proposed budget 20 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)**

On June 26, 2019, City Council authorized a fifteen-month contract, with one twelve-month renewal option, with CitySquare to provide services under a System Enhancement Program including but not limited to case management, transportation, behavioral health services, workforce solutions, diversion, or re-entry services to homeless and at-risk individuals and families for the period July 1, 2019 through September 30, 2020, by Resolution No. 19-1013.

On April 14, 2021, City Council authorized the first twelve-month renewal option, to the contract with CitySquare for the Dallas Connector, a transportation system for persons experiencing homelessness for the period October 1, 2020 through September 30, 2021, by Resolution No. 21-0618.

#### **FISCAL INFORMATION**

Fund	FY 2022	FY 2023	Future Years
General Fund	\$250,000.00	\$0.00	\$0.00
ARPA Homelessness Assistance and Supportive Services Program Fund	\$ 90,000.00	\$0.00	\$0.00
Total	\$340,000.00	\$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 \$
\$340,000.00	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.				
• Austin Street Center - Local; Workforce - 100.00% Local				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> <li>• Utilized for high technology procurements, insurance procurements, and other goods and services</li> <li>• Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications</li> <li>• Always involves a team evaluation</li> <li>• Allows for negotiation on contract terms, including price</li> </ul>
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The Office of Procurement Services received the following proposals from solicitation number BRZ21-00017639. We opened them on October 29, 2021. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
*Austin Street Center	2929 Hickory St. Dallas, TX 75226	97.67
Born Envied Extensions Salons, LLC	3114 Idaho Ave. Dallas, TX 75216	Non-responsive
Shamlin Transportation LLC	120 Sweet Gum St. Red Oak, TX 75154	Non-responsive

**OWNER****Austin Street Center**

Daniel Roby, Chief Executive Officer  
Nancy K. Best, Chairman of the Board