



Legislation Text

File #: 22-132, **Version:** 1

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

SUBJECT

Authorize a seven-year service price agreement for the rental and maintenance of automated car wash, high-pressure washing, tire inflation, and vacuum cleaning equipment for the Department of Equipment and Fleet Management - Protech Service Company LLC, only proposer - Estimated amount of \$5,780,907 - Financing: Equipment and Fleet Management Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This service price agreement will provide for the rental and maintenance of six automated carwash systems, seven high-pressure spray systems, one multi-functional vehicle wash system for large trucks, seven tire inflation systems, and seven vacuum cleaning systems for the Department of Equipment and Fleet Management. The automated and high-pressure systems will be installed at five major automotive fleet service centers, the Southeast Police sub-station, and the North Central Police sub-station while the multi-functional vehicle wash system will be located at the Southwest service center. The tire inflation systems and the vacuum cleaning systems will be installed at five major automotive fleet service centers, the Southeast Police sub-station, and the North Central Police sub-station. The units to be installed under this contract will be new equipment; the automated car wash equipment and the multi-functional vehicle wash system will come complete with dryer equipment to blow dry all vehicles. These units will be utilized primarily to wash squad cars and other City vehicles including light trucks and heavy equipment. The City currently has a fleet of approximately 5,000 vehicles.

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

- Department of Code Compliance (1)
- Department of Equipment and Fleet Management (2)
- Department of Sanitation Services (1)
- Police Department (1)
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated the 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 35 points
- Technical competence 30 points
- Proposed equipment and equipment plan 15 points
- Maintenance schedule and plan 15 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)

This item has no prior action.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
Equipment and Fleet Management Fund	\$275,281.29	\$825,843.86	\$4,679,781.85

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 \$
\$5,780,907.00	Other Services	N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.				
• Protech Service Company LLC - 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
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The Office of Procurement Services received the following proposal from solicitation number BFZ21-00015180. We opened it on May 28, 2021. We recommend the City Council award this service price agreement in its entirety to the only proposer.

<u>Proposer</u>	<u>Address</u>	<u>Score</u>
Protech Service Company LLC	1702 South Highway 121 Suite 406 Lewisville, TX 75067	87.40

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

OWNER

Protech Service Company LLC

Michael Melton, President
Ralph Nasca, Vice President