



## Legislation Text

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File #: 22-2436, Version: 1

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**STRATEGIC PRIORITY:** Government Performance & Financial Management  
**AGENDA DATE:** November 9, 2022  
**COUNCIL DISTRICT(S):** All  
**DEPARTMENT:** Office of Procurement Services  
**EXECUTIVE:** Jack Ireland

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### **SUBJECT**

Authorize a three-year service contract for the acquisition, maintenance, and support of a cloud based digital learning platform for the Water Utilities Department - ANCILE Solutions, Inc., sole source - Not to exceed \$135,330.37 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)

### **BACKGROUND**

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific item, which are ordered on an as needed basis.

This service contract will provide for the acquisition, maintenance, and support of a cloud based digital learning software for the Water Utilities Department. This software will allow for the creation of eLearning courses and simulations that can be deployed through a cloud-based environment.

The City will benefit from high quality training material and work instructions that are recorded from the source using human interactions and not created by artificial intelligence.

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 \$17.82; the selected vendor meets this requirement.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

This item has no prior action.

**FISCAL INFORMATION**

Fund	FY 2023	FY 2024	Future Years
Dallas Water Utilities Fund	\$48,992.00	\$42,426.72	\$43,911.65

**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
\$135,330.37	Other Services	N/A
M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
N/A	N/A	N/A
• The Business Inclusion and Development Policy does not apply to Other Service contracts.		
• ANCILE Solutions, Inc. - Non-local; Workforce - 0.00% Local		

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Sole Source	<ul style="list-style-type: none"><li>• Utilized for procurements where functional requirements can only be satisfied by one vendor, such as those where patents, copyrights or monopolies exists</li><li>• Exempted from competitive bidding process</li><li>• The Office of Procurement Services conducted a sole source review and found no exceptions</li></ul>
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**OWNER**

**ANCILE Solutions, Inc.**  
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Eric Grosogeat, Chief Executive Officer