


**AUGUST 21, 2013 CITY COUNCIL BRIEFING AGENDA
CERTIFICATION**

This certification is given pursuant to Chapter XI, Section 9 of the City Charter for the City Council Briefing Agenda dated August 21, 2013. We hereby certify, as to those contracts, agreements, or other obligations on this Agenda authorized by the City Council for which expenditures of money by the City are required, that all of the money required for those contracts, agreements, and other obligations is in the City treasury to the credit of the fund or funds from which the money is to be drawn, as required and permitted by the City Charter, and that the money is not appropriated for any other purpose.



A.C. Gonzalez
Interim City Manager

8-16-13
Date



Edward Scott
City Controller

8/16/13
Date

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CITY SECRETARY
DALLAS, TEXAS



COUNCIL BRIEFING AGENDA

August, 21, 2013

Date

(For General Information and Rules of Courtesy, Please See Opposite Side.)
(La Información General Y Reglas De Cortesía Que Deben Observarse
Durante Las Asambleas Del Consejo Municipal Aparecen En El Lado Opuesto, Favor De Leerlas.)

General Information

The Dallas City Council regularly meets on Wednesdays beginning at 9:00 a.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council agenda meetings are broadcast live on WRR-FM radio (101.1 FM) and on Time Warner City Cable Channel 16. Briefing meetings are held the first and third Wednesdays of each month. Council agenda (voting) meetings are held on the second and fourth Wednesdays. Anyone wishing to speak at a meeting should sign up with the City Secretary's Office by calling (214) 670-3738 by 5:00 p.m. of the last regular business day preceding the meeting. Citizens can find out the name of their representative and their voting district by calling the City Secretary's Office.

Sign interpreters are available upon request with a 48-hour advance notice by calling (214) 670-5208 V/TDD. The City of Dallas is committed to compliance with the Americans with Disabilities Act. **The Council agenda is available in alternative formats upon request.**

If you have any questions about this agenda or comments or complaints about city services, call 311.

Rules of Courtesy

City Council meetings bring together citizens of many varied interests and ideas. To insure fairness and orderly meetings, the Council has adopted rules of courtesy which apply to all members of the Council, administrative staff, news media, citizens and visitors. These procedures provide:

- That no one shall delay or interrupt the proceedings, or refuse to obey the orders of the presiding officer.
- All persons should refrain from private conversation, eating, drinking and smoking while in the Council Chamber.
- Posters or placards must remain outside the Council Chamber.
- No cellular phones or audible beepers allowed in Council Chamber while City Council is in session.

"Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session of the City Council. If the presiding officer fails to act, any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act." Section 3.3(c) of the City Council Rules of Procedure.

Informacion General

El Ayuntamiento de la Ciudad de Dallas se reúne regularmente los miércoles en la Cámara del Ayuntamiento en el sexto piso de la Alcaldía, 1500 Marilla, a las 9 de la mañana. Las reuniones informativas se llevan a cabo el primer y tercer miércoles del mes.

Estas audiencias se transmiten en vivo por la estación de radio WRR-FM 101.1 y por cablevisión en la estación *Time Warner City Cable* Canal 16. El Ayuntamiento Municipal se reúne el segundo y cuarto miércoles del mes para tratar asuntos presentados de manera oficial en la agenda para su aprobación. Toda persona que desee hablar durante la asamblea del Ayuntamiento, debe inscribirse llamando a la Secretaría Municipal al teléfono (214) 670-3738, antes de las 5:00 pm del último día hábil anterior a la reunión. Para enterarse del nombre de su representante en el Ayuntamiento Municipal y el distrito donde usted puede votar, favor de llamar a la Secretaría Municipal.

Intérpretes para personas con impedimentos auditivos están disponibles si lo solicita con 48 horas de anticipación llamando al (214) 670-5208 (aparato auditivo V/TDD). La Ciudad de Dallas se esfuerza por cumplir con el decreto que protege a las personas con impedimentos, *Americans with Disabilities Act*. **La agenda del Ayuntamiento está disponible en formatos alternos si lo solicita.**

Si tiene preguntas sobre esta agenda, o si desea hacer comentarios o presentar quejas con respecto a servicios de la Ciudad, llame al 311.

Reglas de Cortesía

Las asambleas del Ayuntamiento Municipal reúnen a ciudadanos de diversos intereses e ideologías. Para asegurar la imparcialidad y el orden durante las asambleas, el Ayuntamiento ha adoptado ciertas reglas de cortesía que aplican a todos los miembros del Ayuntamiento, al personal administrativo, personal de los medios de comunicación, a los ciudadanos, y a visitantes. Estos reglamentos establecen lo siguiente:

- Ninguna persona retrasará o interrumpirá los procedimientos, o se negará a obedecer las órdenes del oficial que preside la asamblea.
- Todas las personas deben abstenerse de entablar conversaciones, comer, beber y fumar dentro de la cámara del Ayuntamiento.
- Anuncios y pancartas deben permanecer fuera de la cámara del Ayuntamiento.
- No se permite usar teléfonos celulares o enlaces electrónicos (*pagers*) audibles en la cámara del Ayuntamiento durante audiencias del Ayuntamiento Municipal.

"Los ciudadanos y visitantes presentes durante las asambleas del Ayuntamiento Municipal deben obedecer las mismas reglas de comportamiento, decoro y buena conducta que se aplican a los miembros del Ayuntamiento Municipal. Cualquier persona que haga comentarios impertinentes, utilice vocabulario obsceno o difamatorio, o que al dirigirse al Ayuntamiento lo haga en forma escandalosa, o si causa disturbio durante la asamblea del Ayuntamiento Municipal, será expulsada de la cámara si el oficial que esté presidiendo la asamblea así lo ordena. Además, se le prohibirá continuar participando en la audiencia ante el Ayuntamiento Municipal. Si el oficial que preside la asamblea no toma acción, cualquier otro miembro del Ayuntamiento Municipal puede tomar medidas para hacer cumplir las reglas establecidas, y el voto afirmativo de la mayoría del Ayuntamiento Municipal precisará al oficial que esté presidiendo la sesión a tomar acción." Según la sección 3.3(c) de las reglas de procedimientos del Ayuntamiento.

AGENDA
CITY COUNCIL BRIEFING MEETING
WEDNESDAY, AUGUST 21, 2013
CITY HALL
1500 MARILLA
DALLAS, TEXAS 75201
9:00 A.M.

9:00 am Invocation and Pledge of Allegiance 6ES

 Special Presentations

 Open Microphone Speakers

VOTING AGENDA 6ES

1. Approval of Minutes of the August 7, 2013 City Council Meeting
2. Consideration of appointments to boards and commissions and the evaluation and duties of board and commission members (List of nominees is available in the City Secretary's Office)

ITEMS FOR INDIVIDUAL CONSIDERATION

ITEMS FOR FURTHER CONSIDERATION

Business Development & Procurement Services

3. Authorize a five-year service contract for janitorial and event set up services at the Kay Bailey Hutchison Convention Center Dallas - Andrews Building Service, lowest responsible bidder of five - Not to exceed \$18,187,934 - Financing: Convention and Event Services Current Funds (subject to annual appropriations)

Briefings 6ES

- A. Trinity River Corridor Project Update
- B. Property Tax Rate: State Law Requirements

AGENDA
CITY COUNCIL BRIEFING MEETING
WEDNESDAY, AUGUST 21, 2013

ITEMS FOR INDIVIDUAL CONSIDERATION (Continued)

Office of Financial Services

4. Authorize **(1)** public hearings to be held on September 4, 2013 and September 11, 2013 to receive comments on a proposed tax rate; and **(2)** a proposal to consider adoption of a \$0.7970/\$100 valuation tax rate, or a lower rate as may be proposed by the City Council on September 18, 2013 - Financing: No cost consideration to the City

Lunch

Briefings (Continued)

- C. Update on Dealing with Carryout Bags

Closed Session

6ES

Attorney Briefings (Sec. 551.071 T.O.M.A.)

- Big Hart Ministries Association Inc. et al v. City of Dallas, et al., Cause No. 3:07-CV-00216
- The Dallas Morning News, L.P. v. City of Dallas, Cause No. 06-06607-D
- City of Dallas v. Anthony Arredondo et al., Cause No. 05-12-00963-CV
- City of Dallas v. David L. Barber et al., Cause No. 05-12-00965-CV
- City of Dallas v. Kenneth E. Albert et al., Cause No. 05-12-00966-CV
- City of Dallas v. Kevin Michael Willis et al., Cause No. 05-12-00967-CV
- Legal issues involving gas drilling.

Open Microphone Speakers

6ES

The above schedule represents an estimate of the order for the indicated briefings and is subject to change at any time. Current agenda information may be obtained by calling (214) 670-3100 during working hours.

Note: An expression of preference or a preliminary vote may be taken by the Council on any of the briefing items.

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation, or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

AGENDA ITEM # 3

KEY FOCUS AREA: Efficient, Effective and Economical Government

AGENDA DATE: August 21, 2013

COUNCIL DISTRICT(S): 2

DEPARTMENT: Business Development & Procurement Services
Convention and Event Services

CMO: Jeanne Chipperfield, 670-7804
Forest E. Turner, 670-3390

MAPSCO: 45 P

SUBJECT

Authorize a five-year service contract for janitorial and event set up services at the Kay Bailey Hutchison Convention Center Dallas - Andrews Building Service, lowest responsible bidder of five - Not to exceed \$18,187,934 - Financing: Convention and Event Services Current Funds (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 term, which are ordered on an as needed basis.

This service contract provides janitorial and event set up services at the Kay Bailey Hutchison Convention Center Dallas (KBHCCD). The KBHCCD has over 2.2 million square feet of space that requires janitorial service. The KBHCCD hosts in excess of one million visitors each year, creating significant economic impact and contributes to the vitality of the downtown area and surrounding communities.

The vendor is required to provide all supplies, equipment and labor necessary for the performance of the contract. The use of environmentally friendly Green Seal certified cleaning products and supplies is a requirement in the specifications. Furthermore, as additional products become Green Seal certified, the vendor is required to incorporate these products at the KBHCCD. All equipment has been specified by the KBHCCD; any substitutions must have KBHCCD approval.

This solicitation was structured in a manner which required bidders to submit a response using unit pricing. This bid resulted in a 1.8% decrease over comparable unit prices for the bid awarded in 2007.

BACKGROUND (Continued)

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 442 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council - Southwest, to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 12, 2007, City Council authorized a thirty-six-month service contract for janitorial services at the Dallas Convention Center, Reunion Arena and Farmers Market by Resolution No. 07-3742.

On August 14, 2013, this item was deferred by Mayor Pro Tem Atkins.

FISCAL INFORMATION

\$18,187,934.00 - Convention and Event Services Current Funds (subject to annual appropriations)

ETHNIC COMPOSITION

Andrews Building Service

White Male	18	White Female	21
Black Male	70	Black Female	35
Hispanic Male	60	Hispanic Female	36
Other Male	22	Other Female	10

M/WBE INFORMATION

- 118 - Vendors Contacted
- 114 - No response
- 4 - Response (Bid)
- 0 - Response (No Bid)
- 1 - Successful

442 M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

BID INFORMATION

The following bids were received from solicitation number BL1338 and opened on July 18, 2013. This service contract is being awarded in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Andrews Building Service	11503 Reeder Rd. Dallas, TX 75229	\$18,187,934.00
3 H Service System, Inc.	2030 Avenue G Plano, TX 75074	\$18,998,980.40
Member's Building Maintenance, LLC	11363 Denton Dr. Dallas, TX 75229	\$19,338,000.00
CTJ Maintenance	6565 N. MacArthur Blvd. Irving, TX 75039	\$21,880,917.00
UBM Enterprise, Inc.	11102 Ables Ln. Dallas, TX 75229	\$22,891,347.88

OWNER

Andrews Building Service

Peter Kim, President
Luis Ortiz, Vice President

BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a five-year service contract for janitorial and event set up services at the Kay Bailey Hutchison Convention Center Dallas - Andrews Building Service, lowest responsible bidder of five - Not to exceed \$18,187,934 - Financing: Convention and Event Services Current Funds (subject to annual appropriations)

Andrews Building Service is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor.

PROJECT CATEGORY: Other Services

LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$13,277,191.82	73.00%
Total non-local contracts	\$4,910,742.18	27.00%
TOTAL CONTRACT	\$18,187,934.00	100.00%

LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

<u>Local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Andrews Building Service	PMMB58339N0814	\$13,277,191.82	100.00%
Total Minority - Local		\$13,277,191.82	100.00%

Non-Local Contractors / Sub-Contractors

<u>Non-local</u>	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Diversified Chemical and Supply, Inc.	WFWB58220Y0714	\$4,910,742.18	100.00%
Total Minority - Non-local		\$4,910,742.18	100.00%

TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	<u>Local & Non-Local</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$13,277,191.82	100.00%	\$13,277,191.82	73.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$4,910,742.18	27.00%
Total	\$13,277,191.82	100.00%	\$18,187,934.00	100.00%

August 21, 2013

WHEREAS, on December 12, 2007, City Council authorized a thirty-six-month service contract for janitorial services at the Dallas Convention Center, Reunion Arena and Farmers Market by Resolution No. 07-3742;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Manager is authorized to execute a service contract with Andrews Building Service (356444) for janitorial and event set up services at the Kay Bailey Hutchison Convention Center Dallas for a term of five years in an amount not to exceed \$18,187,934.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Andrews Building Service shall be based only on the amount of the services directed to be performed by the City and properly performed by Andrews Building Service under the contract.

Section 2. That the City Controller is authorized to disburse funds in an amount not to exceed \$18,187,934.00 (subject to annual appropriations).

Section 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

AGENDA ITEM # 4

KEY FOCUS AREA: Efficient, Effective and Economical Government

AGENDA DATE: August 21, 2013

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Financial Services

CMO: Jeanne Chipperfield, 670-7804

MAPSCO: N/A

SUBJECT

Authorize **(1)** public hearings to be held on September 4, 2013 and September 11, 2013 to receive comments on a proposed tax rate; and **(2)** a proposal to consider adoption of a \$0.7970/\$100 valuation tax rate, or a lower rate as may be proposed by the City Council on September 18, 2013 - Financing: No cost consideration to the City

BACKGROUND

The City Manager's recommended FY 2013-14 budget includes a tax rate of \$0.7970/\$100. To set a property tax rate above the effective rate of \$0.7768/\$100, State law requires the following:

Specify a proposed desired rate; take record vote and schedule two special public hearings;

Publish "Notice of Public Hearing on Tax Increase" (quarter-page notice) at least seven days before public hearing (August 23, 2013);

Minimum 72-hour notice for public hearing;

Hold two special public hearings, schedule and announce meeting to adopt tax rate 3-14 days from this date (September 4, 2013 and September 11, 2013);

Publish "Notice of Tax Revenue Increase" (quarter-page notice) prior to meeting to adopt tax rate (September 11, 2013);

Minimum 72-hour notice for meeting at which Council will adopt tax rate;

Meeting to adopt tax rate (September 18, 2013)

PRIOR ACTION/REVIEW (Council, Boards, Commissions)

Scheduled to be briefed to the City Council at the Budget Workshop on August 21, 2013.

FISCAL INFORMATION

No cost consideration to the City.

August 21, 2013

WHEREAS, the City Manager's proposed FY 2013-14 Budget includes a \$0.7970/\$100 tax rate; and

WHEREAS, Chapter 26 of the Texas Property Tax Code requires the publication of two notices and holding two public hearings should a tax rate above the lower of the effective or rollback rate be considered; and

WHEREAS, the City's FY 2013-14 effective rate is calculated to be \$0.7768/\$100; and

WHEREAS, the City Council desires to reserve the option to exceed the calculated effective rate of \$0.7768/\$100; and

WHEREAS, the City Council is committed to providing the citizens with the opportunity to speak on the City's FY 2013-14 tax rate;

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

Section 1. That the City Council will consider adoption of a \$0.7970/\$100 valuation property tax rate, or such other rate as may be proposed by Council for FY 2013-14.

Section 2. That public hearings on the City's FY 2013-14 proposed tax rate be held on September 4, 2013 after 9:00 a.m. and September 11, 2013 after 1:00 p.m. at Dallas City Hall.

Section 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

