



Customer Service, Safety and Mobility
Tuesday, January 11, 2022, 2:15 P.M.
DART Board Room – 1st Floor
1401 Pacific Ave., Dallas, Texas 75202
(Estimated Meeting Time: 45 minutes)

1. Approval of Minutes: November 16, 2021

Consent Items:

2. Approval of Contract for Toyo Denki Motor Truck Axle Assembly With Gearbox Used On DART's Light Rail Vehicles (Rick Stopfer/Carol Wise)
3. Approval of Contract for Onsite DART Headquarters and DART Police Headquarters Building Management and Maintenance (Rick Stopfer/Carol Wise)
4. Approval of Contract for Janitorial Services for Passenger Facilities (Rick Stopfer/Carol Wise)

Individual Items:

5. Approval to Increase Funding for Bus Stop Amenity Cleaning (Rick Stopfer/Carol Wise) ***[15 minutes]***
6. Approval to Exercise Contract Option for Bus Camera Monitoring Services and Hardware (Rick Stopfer/Carol Wise) ***[15 minutes]***
7. *Briefing on DART Police First Quarter Operations Update (October - December 2021) (Rick Stopfer/Carol Wise) ***[15 minutes]***
8. Identification of Future Agenda Items
9. Adjournment

***This Is A Briefing Item Only**

The Customer Service, Safety and Mobility Committee may go into Closed Session under the Texas Open Meetings Act, Section 551.071, Consultation with Attorney, for any legal issues or under section 551.076 or Section 551.089, for Deliberation Regarding the deployment or implementation of Security Personnel or devices, arising or regarding any item listed on this Agenda.

This facility is wheelchair accessible. For accommodations for the hearing impaired, sign interpretation is available. Please contact Community Affairs at 214-749-2799, 48 hours in advance.

Chair – Rick Stopfer
Vice Chair – Rodney Schlosser
Members – Doug Hrbacek, Lee Ruiz,
and Hosanna Yemiru
Staff Liaison – Carol Wise

**MINUTES
DALLAS AREA RAPID TRANSIT
CUSTOMER SERVICE, SAFETY AND MOBILITY COMMITTEE MEETING
November 16, 2021**

The Dallas Area Rapid Transit **Customer Service, Safety and Mobility Committee** convened at 2:23 p.m., on Tuesday, November 16, 2021, at DART Headquarters, 1401 Pacific Avenue, Dallas, Texas, with Committee Member Ruiz presiding.

The following Committee members were present: Lee Ruiz, Doug Hrbacek, and Hosanna Yemiru.

Other Board Members present: Patrick J. Kennedy, Jon-Bertrell Killen, Michele Wong Krause, Gary Slagel, Dominique P. Torres, and Paul N. Wageman.

Others Present: Nadine S. Lee, Gene Gamez, Nicole Fontayne-Bárdowell, Carol Wise, Nancy Johnson, and Josefina Chavira.

1. Approval of Minutes: October 12, 2021

Ms. Yemiru moved to accept the October 12, 2021, Customer Service, Safety and Mobility Committee Meeting Minutes, into record, as written.

Mr. Hrbacek seconded, and the motion was accepted unanimously.

2. Approval of Contract for Homelessness and Mental Health Initiatives

Mr. Nicole Fontayne-Bárdowell, Executive Vice President/Chief Administrative Officer, briefed the Committee (slides on file with the Office of Board Support) as follows:

Mr. Slagel stepped out of the meeting at 2:25 p.m.

- Today's Action (slide 2)

Mr. Killen stepped out of the meeting at 2:26 p.m.

- Update on Community Forum Workshop (slide 3)
- Overview of Meadows Mental Health Policy Institute Proposal (slide 4)
- Today's Recommendation (slide 5)

Mr. Hrbacek requested Ms. Fontayne-Bárdowell provide additional information about Meadows Mental Health Policy Institute for Homelessness and Mental Health Initiatives, in reference to what services DART will be receiving for the \$325K. Ms. Fontayne-Bárdowell replied this is a nonprofit institute that has been in place for a number of years and have worked in a number of jurisdictions to provide similar programs. She continued, it is, at the front end, a data collection to look at what DART's experience is and then looking at the pool of resources and support organizations that are in the Dallas/Fort Worth (DFW) area. Ms. Fontayne-Bárdowell further said, the institute then looks at how DART might put together a multi-disciplinary approach team, which would include, or continue to include, police, mental health providers, as well as social workers, to respond to the need.

Mr. Wageman reentered the meeting and Ms. Wong Krause stepped out of the meeting at 2:30 p.m.

Mr. Wageman inquired what the outcome was of the efforts to the member-cities for this program. Ms. Fontayne-Bárdowell replied that DART had the workshop in late October with about seven cities, as well as, DFW Airport, who participated in the approximate two-hour session that was hosted by Ms. Nadine Lee, President & Chief Executive Officer. She noted that each participant brought representatives from the areas of the administration, fire and police departments. Mr. Wageman then inquired if these cities did not want to join DART in their effort. He noted that the whole purpose of this endeavor was to find cost-savings and engage as many of the member-cities as possible given that the problems are in their communities and DART is simply the conduit for it. Ms. Fontayne-Bárdowell noted that was true and explained that DART did have three entities that showed interest in the program. She further explained that the current price structure, with Meadows, is based on the population of the city, therefore, staff would bring back a contract amendment, with an Interlocal Agreement (ILA), if the two cities and the DFW Airport actually move forward. Mr. Wageman questioned if the idea was that it would increase the population by adding the additional cities, thus the cost would go up. Ms. Fontayne-Bárdowell interjected that DART's cost would not go up. Mr. Wageman expounded, that he meant the cost for the contract would go up and the other entities would pay their share. Ms. Fontayne-Bárdowell agreed, their share would go up and the entities would pay their portion. Mr. Wageman inquired how was Meadows calculating DART's population. He asked if they were amalgamating the thirteen cities' populations and charging DART for that. Ms. Fontayne-Bárdowell responded it was her understanding that was how Meadows was looking at it because it started out by looking at DART from the whole system perspective and then based it on their experience with dealing with systems in other jurisdictions. Mr. Wageman inquired if DART is paying for the whole populations in their system, why wouldn't they invite the cities to join DART's contract and then have them pay their pro rata share as opposed to increasing the contract. He noted, this whole exercise was to save money and time, as well as, involve our partners. Ms. Fontayne-Bárdowell responded Meadows focus right now was on DART's system. She explained, staff's goal was to begin to address the challenges that are impeding our ridership and that is where they actually started. She continued, it was not clear to staff, at the meeting they had, that the cities would actually come on board. Ms. Fontayne-Bárdowell remarked that staff had committed to the Board that they would bring a study and a pilot.

Ms. Wong Krause reentered the meeting at 2:34 p.m.

Ms. Lee interjected, just to clarify, that her understanding of asking the cities to come on board was not necessarily to provide cost-savings to DART but to look at things more holistically, because, clearly, once a homeless individual is off of DART's system that individual could present issues to the jurisdiction where they get off. She explained staff was trying to expand, for all intent and purposes, the scope to include some of the homeless mitigation efforts within each of the service area cities. Ms. Lee noted she may have misinterpreted the Board's wants. Mr. Wageman remarked, sitting through all the meetings, his clear understanding was to save DART money because it is that city's responsibility for its own city. He continued, the point is Meadows is doubling up here. Mr. Wageman explained Meadows is charging DART full fare for the thirteen cities, and then if DART attracts a couple of the other cities, which are the same cities that are already paying based on population, these cities are going to pay again. Ms. Fontayne-Bárdowell responded, the difference, though, would be that Meadows will be looking at the specific pockets of

homelessness within those cities that extends beyond DART's system. Mr. Wageman voiced his understanding of that, however, if they were going to look at the narrow right-of-way of DART's system and the persons, that are homeless in those communities, may be living in other parts of the city, however, it is all connected. He noted the mitigation efforts that DART has done in the past usually consists of removing persons off its property and then those same persons can get back on DART's property. Mr. Wageman remarked, to him, there had to be a more holistic approach to this issue. He further said the Committee has been patient in the last several months in trying to get this pilot launched and they were kind enough to allow DART to explore an expanded partnership with its member-cities. Mr. Wageman noted that it sounded as if the meeting had occurred within the last two to three weeks and the cities may need more time to decide whether, or not, they want to participate. He further noted, that if he had known that they were not looking to mitigate the cost to DART, he would have said, that they ought to approve the contract months earlier. Mr. Wageman stated that the solutions that DART would need would need to involve these cities. Ms. Fontayne-Bárdowell replied, the thinking was that they would have a multi-disciplinary team that would meet those people at their point of need on DART's system and work to provide them with solutions. She noted the point of need could be within those cities or within other cities, however, staff understood their charge to be to address the homelessness situation on DART's system because it is impacting its ridership, as well as, their experience. Mr. Wageman agreed, noting then they discovered there were multiple member-cities doing the same thing with Meadows. He remarked DART was to try and partner with these cities to have some cost-savings and some synergies around it. Mr. Wageman remarked if the scope Ms. Fontayne-Bárdowell described is the scope that it has always been, then he did not understand why it has been delayed for three to four months.

Ms. Lee stated, in order to provide clarification, that the thing that triggered this was the understanding that several of DART's service area cities were working with the Meadows to come up with their own contracts to do similar work. She explained what they had communicated to the staff was that it would be prudent for DART to reach out to all the member-cities to join DART's contract so that there would not be a duplication of costs. Ms. Lee remarked that she did not take that to mean that this would necessarily be a cost-saving for DART, however, it might be a cost-saving for the service-area city if they had been working with the Meadows previously. She agreed that they certainly could not look at these items in a vacuum, however, as noted by Mr. Wageman, DART's issues with homelessness on the system, did have an impact on the service-area cities and vice-versa. Ms. Lee reiterated DART staff was trying to look at the issue more holistically, and hopefully, not duplicate these efforts. She further said staff could follow up with the cities and try to encourage them to join DART's contract for the simplification of the entire effort and not duplicate. Mr. Wageman interjected that if a service-area city joins DART's contract, there should be a cost-saving and which would reduce DART's overall cost. Ms. Lee responded that would depend on how the costs are created and her understanding is that the way the Meadows has proposed the inclusion of the cities was more as contract options and the base-cost was based on the population for the cities. Mr. Wageman opined they had misused the last few months because it did not change what DART's contract was. He noted there were gaps in communication on this matter. Mr. Wageman stated what he had articulated to these cities was DART's desire to work together to cost-share and not have

multiple contracts with the same provider to do the same thing, however, that obviously did not occur.

Committee Member Ruiz noted he shared Mr. Wageman's concerns and hoped something had come out of this conversation. He further said, as both, Ms. Lee and Ms. Fontayne-Bárdowell had mentioned, there is a holistic approach amongst everyone, regardless if there is a cost-saving or not. Committee Member Ruiz further clarified this program is not intended to just assess the impact of individuals that are experiencing the homelessness on DART's ridership, because these individuals may also be DART riders. He explained he wanted to affirm that was clear. He further said the object was to make sure that DART's experience, and interaction, with those affected with homelessness is most appropriate for everyone in a respectful way. Ms. Fontayne-Bárdowell agreed.

Committee Member Ruiz asked if there were any other questions on this item and if not, he would entertain a motion and a second to move this item to the Committee-of-the-Whole.

Ms. Yemiru moved to forward this draft resolution to the Committee-Of-The-Whole agenda, with a recommendation, stating the President & Chief Executive Officer, or her designee, is authorized to award a 16-week contract to Meadows Mental Health Policy Institute for Homelessness and Mental Health Initiatives [Contract No. C-2065855-01], for a total authorized amount not to exceed \$325,000.

Committee Member Ruiz asked if there was a second. Hearing none, he reiterated his question for a second to move this item to the Committee-of-the-Whole.

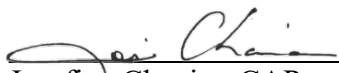
Hearing none, Committee Member Ruiz stated the motion failed due to a lack of a second.

3. Identification of Future Agenda Items

There were no future agenda items identified for this Committee.

4. Adjournment

There being no further business to discuss, the meeting adjourned at 2:41 p.m.



Josefina Chavira, CAP
Board Committee Secretary

/jc

*Briefing Item



Agenda Report

Attachments: 1. Contract Award Analysis 2. M/WBE Details 3. Expenditure Justification	Voting Requirements: Majority
--	--

DATE: January 11, 2022

SUBJECT: Approval of Contract for Toyo Denki Motor Truck Axle Assembly With Gearbox Used On DART’s Light Rail Vehicles

RECOMMENDATION

Approval of a resolution authorizing the President/Executive Director or her designee to award a one-year contract for six Light Rail Vehicle Toyo Motor Truck Axles with Gearbox for fleets purchased in 2006 and 2010 to Penn Machine Company in a total authorized amount not to exceed \$331,260.00.

FINANCIAL CONSIDERATIONS

- This contract for Toyo Denki Motor Truck Axle Assembly with Gearbox used on DART’s Light Rail Vehicles is included in the Rail Operations’ Capital Project Budget of the approved FY 2022 Capital budget.
- Sufficient funding for this contract in the amount of \$331,260 is included in the Rail Operations’ Capital Project Budget and Capital line item of the FY 2022 Twenty-Year Financial Plan.

BUSINESS PURPOSE

- DART maintains 163 Light Rail Vehicles comprised of five different fleets purchased in consecutive years. Each fleet is scheduled every five years for inspection and/or overhaul or when a vehicle has reached condemning limits established by the manufacturer. It is expected that the propulsion overhaul for two fleets will begin in May 2022. Twenty vehicles were purchased in 2006 and 48 vehicles were purchased in 2010.
- This purchase is for six Toyo Motor Truck Axles with Gearboxes units, which are interchangeable between the two fleets. These six units will be used in the event the Toyo Motor Truck Axles with Gearbox can no longer be rebuilt, are deemed condemned, and must be replaced.
- DART maintains a structured overhaul program for essential subsystems as outlined in DART’s approved Capital Overhaul Work Program. The capital overhaul work program applies to all LRVs.
- Consistent with the manufacturers' recommendations and DART's long-range maintenance plan, overhauling the motor truck axles with gearboxes is required to maintain the integrity of the propulsion system to ensure adequate vehicle performance and passenger safety.

- Approval of this contract will help achieve the Board Strategic Priority 2: Provide stewardship of the transit system, agency assets and financial obligations.
- The Board-Approved Expenditure Justification is included as Attachment 3.

PROCUREMENT CONSIDERATIONS

- On September 20, 2021, a sole source solicitation was sent to one firm.
- This will be a definite quantity/definite delivery type contract with a one-year base term and no options.
- Penn Machine Company is the sole provider for the motor axle assembly with gearbox. They possess the financial capability to perform the contract.
- The price is determined to be fair and reasonable, and this firm is recommended for award.
- The contract award analysis is provided in Attachment 1.

D/M/WBE CONSIDERATIONS

- The goals for this contract were established in 2004 by the DART Board of Directors at 25% MBE and 5% WBE participation.
- Penn Machine Company, the prime contractor, has committed to meet the WBE goal.
- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor's actual EEO-1 report is available upon request.

LEGAL CONSIDERATIONS

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.

**Dallas Area Rapid Transit Authority
CONTRACT AWARD ANALYSIS
(Sole Source)
NO. S-2061584**

Contract Information

- A. Description:** Toyo Denki Motor Truck Axle Assembly with Gearbox Used on DART's Light Rail Vehicles
- B. Contractor:** Penn Machine Company
- C. Contract Number:** C-2061584-01
- D. Contract Amount:** Not to exceed \$331,260
- E. Contract Type:** Definite Quantity/Definite Delivery
- F. Term of Contract:** One year
- G. Options Available:** N/A
- H. Bond Requirement:** N/A
- I. Liquidated Damages:** N/A
- J. Funding Source:** Local

Solicitation Information

- A. Issue Date:** September 20, 2021
- B. Notification sent to Registered Vendor:** Yes
- C. Date and Time for Offer Receipt:** September 30, 2021 at 2:00 PM Local Dallas Time
- D. Offer Received:** One

Firm Name	Total Base Term
Penn Machine Company	\$331,260

- E. Offer Evaluation:** Penn Machine Company's proposal was determined to be responsive and responsible. The original equipment manufacturer (OEM), Penn Machine Company is the only known source capable of providing the required part for the motor axle assembly with gearbox. The OEM does not utilize distributors but sells directly.

F. Price Considerations: Prices were determined to be fair and reasonable based on comparison to historical prices escalated by the Producer Price Index (PPI). The PPI indicates a 37% increase over the past year. Penn Machine Company historical pricing increased 47% over the same period as the PPI. Through negotiations, DART was able to reduce pricing by \$33,652 from the original offer.

G. Negotiation Memorandum: Available for review in the contract file.

H. Determination of Responsibility: Reference and financial surveys were satisfactory.

I. Protests received: None

J. Determinations Required: Sole Source

Determination and Recommendation

Penn Machine Company is determined to be a responsive and responsible offeror. Penn Machine Company has the capacity to perform this contract and is recommended for award.

Approval of Contract for Toyo Denki Motor Truck Axle Assembly with Gearbox used on DART’s Light Rail Vehicles

M/WBE CONSIDERATIONS

The goals for this contract were established in 2004 by the DART Board of Directors at 25% MBE and 5% WBE participation. Penn Machine Company, the prime contractor, has committed to meet the WBE goal through utilization of the following certified firm:

VENDOR	LOCATION	ETHNICITY	SERVICE	AMOUNT	PERCENTAGE
Davis Freight Management	Alden, NY	White Female	Transportation Services	\$16,563	5.00%

TOTAL WBE PARTICIPATION: \$16,563 5.00%

NOTE: The goals are based on the not to exceed amount of \$331,260. If there are any changes to this amount, the original goals shall apply.

*The percentage and dollar amount may remain level, increase or decrease depending on the circumstances.

Summary of EEO-1 Report

Penn Machine Company is located in Blairsville, PA and employs 113 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AMERICAN	WHITE	TOTAL	Percentage
MALES	1	1	0	0	104	106	93.80%
FEMALES	0	0	0	0	7	7	6.20%
TOTAL	1	1	0	0	111	113	100%
PERCENTAGE	0.88%	0.88%	0.00%	0.00%	98.24%	100%	

Board-Approved Expenditure Justification One-Year Contract for Toyo Denki Motor Truck Axle Assembly with Gearbox Used on DART's Light Rail Vehicles				
PURPOSE OF CONTRACT/AGREEMENT	DOLLAR AMOUNT	CONTRACT TERM	TYPE OF PROCUREMENT	1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?
Purchase of Toyo Denki Motor Truck Axle Assembly with Gearbox Used on DART's Light Rail Vehicles	Total authorized amount not to exceed \$331,260	One year	Definite Quantity/ Definite Delivery	1. Yes, this is required to maintain system in state of good repair and for system safety and security. 2. Yes, we need to maintain continuity of service. 3. No, these will be received at the same time. 4. No, this contract was negotiated to the lowest possible price.

DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

**Approval of Contract for Toyo Denki Motor Truck Axle Assembly with Gearbox used on
DART's Light Rail Vehicles**

WHEREAS, DART maintains 163 LRVs made up of five fleets and is scheduled to begin a five-year overhaul program in May of 2022, for the fleets purchased in 2006 and 2010; and

WHEREAS, DART maintains a structured overhaul program for essential subsystems, as outlined in DART's approved Capital Overhaul Work Program, which applies to all LRVs; and

WHEREAS, motor truck axles with gearboxes are overhauled on a five-year schedule; and

WHEREAS, consistent with the manufacturer's; recommendations and DART's long-term maintenance plan, overhauling the motor truck axles with gearboxes is required to maintain the integrity of the propulsion system to ensure adequate vehicle performance and passenger safety; and

WHEREAS, the proposed price for this contract is fair and reasonable; and

WHEREAS, funding for this contract is within current Budget and FY 2022 Twenty-Year Financial Plan allocations

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President/Executive Director or her designee is authorized to award a one-year contract for six LRV Toyo Motor Truck Axles with Gearbox for DART's Light Rail Vehicle (LRV) Fleets purchased in 2006 and 2010 to Penn Machine Company in a total authorized amount not to exceed \$331,260.00.

**Approval of Contract for Toyo Denki Motor Truck Axle Assembly with Gearbox used on
DART's Light Rail Vehicles**

Prepared by: /s/ Carol Wise *

Carol Wise
Executive Vice President
Chief Operating Officer

Approved as to form: /s/ Gene Gamez *

Gene Gamez
General Counsel

Approved by: /s/ Nadine S. Lee *

Nadine S. Lee
President & Chief Executive Officer

* Reviewed and approved, but not signed due to
COVID-19 Coronavirus Pandemic



Agenda Report

Attachments: 1. Contract Award Analysis 2. M/WBE Details 3. Expenditure Justification	Voting Requirements: Majority
---	---

DATE: January 11, 2022

SUBJECT: Approval of Contract for Onsite DART Headquarters and DART Police Headquarters Building Management and Maintenance

RECOMMENDATION

Approval of a resolution authorizing the President & Chief Executive Officer or her designee to award a one-year contract to Triad Commercial Services, Inc., for onsite DART Headquarters and DART Police Headquarters building management and maintenance [Contract No. C-2063768-01], for a total authorized amount not to exceed \$1,110,110.

FINANCIAL CONSIDERATIONS

- This contract for onsite building management and maintenance of DART Headquarters and the DART Police Headquarters is included in the Rail Operations Department’s approved FY 2022 operating budget.
- Sufficient funding for this contract in the amount of \$1,110,110 is included in both the Rail Operations Department’s FY 2022 Operating Expense Budget and the Total Operating Expense line item of the FY 2022 Twenty-Year Financial Plan.

BUSINESS PURPOSE

- This contract provides for onsite building management, operations, and maintenance services including heating, ventilation, and air-conditioning (HVAC) operations and maintenance; elevator/escalator maintenance; janitorial; building systems operations engineering; and other services.
- The DART Headquarters building, located at 1401 Pacific Avenue, is a 271,000 square-foot, four-story office building, and includes two levels of underground parking.
- The DART Police Headquarters building is a three-story office building of approximately 50,000 square feet located at the renovated Monroe Shops Facility adjacent to the Illinois Light Rail Station.
- The contractor is paid a fixed monthly rate for building maintenance and cleaning. In addition, cost plus fixed fee task orders are negotiated and issued by the Contracting Officer for facility equipment replacement and repair.

- Approval of this contract will help achieve Board Strategic Priority 2. Provide stewardship of the transit system, agency assets and financial obligations.
- The Board-Approved Expenditure Justification is included as Attachment 3.

PROCUREMENT CONSIDERATIONS

- On November 10, 2021, a Request for Proposals (RFP) notification was sent to 445 firms for Onsite DART Headquarters and DART Police Headquarters Building Management and Maintenance.
- This will be a definite quantity and indefinite quantity contract, with firm fixed rates for a term of one year with two, one-year options.
- The contract award analysis is provided as Attachment 1.

D/M/WBE CONSIDERATIONS

- The goals for this contract were established in October 2021 at 25% MBE and 7% WBE participation.
- Triad Commercial Services, Ltd., the prime contractor, is a certified MBE firm; therefore, the MBE goal has been met. Triad Commercial Services, Ltd. has also committed to exceed the WBE goal.
- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor's actual EEO-1 report is available upon request.

LEGAL CONSIDERATIONS

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.

**Dallas Area Rapid Transit Authority
CONTRACT AWARD ANALYSIS
(Request for Proposals)
RFP NO. P-2063768**

Contract Information

- A. Description:** Onsite DART Headquarters and DART Police Headquarters Building Management and Maintenance
- B. Contractor:** Triad Commercial Services, Ltd.
- C. Contract Number:** C-2063768-01
- D. Contract Amount:** \$1,110,110
- E. Contract Type:** Definite quantity and Indefinite quantity, with firm fixed prices
- F. Performance Period/Term of Contract:** One year from the date of the Notice-to-Proceed
- G. Options Available:** Two, one-year options
- H. Bond Requirement:** Yes
- J. Funding Source:** Local

Solicitation Information

- A. Issue Date:** 11/10/2021
- B. Number of Notifications Sent:** 445
- C. Date and Time for Proposal Receipt:** December 10, 2021
- D. Proposals Received:** Triad Commercial Services Ltd., TD Industries
- E. Discussion of Proposal Evaluation Process:** A diverse committee of three persons independently evaluated the proposals based technical criteria that included the qualifications of the firm, qualification of the staff, and the firms work plan. The technical criteria were weighted 600 points and price was weighted 400 points. Price points were determined in accordance with the following formula:

$$\frac{\text{Lowest Price Offered}}{\text{Offered Price}} \times \text{Total Maximum Points} = \text{Points Awarded}$$

- F. Discussion of Unacceptable Proposals:** None

G. Proposal Scoring:

Firm	Base Price	Option Pricing Yr. 2	Option Pricing Yr. 3	Base + Option Pricing	Price Points	Technical Points	Total points	Rank
Triad	\$1,110,110	\$1,110,110	\$1,143,087	\$3,363,307	400	362	762	1
TD Industries	\$1,612,068	\$1,660,428	\$1,710,240	\$4,982,736	270	260	530	2

H. Negotiation Memorandum: Available for review in the contract file.

I. Cost & Price Analysis: Price is fair and reasonable based on DART's past contracts for this service, price competition, market research, and independent cost estimate.

J. Determination of Responsibility:

Bond Check: Yes

Reference Check: Yes

Financial Responsibility Survey: Yes

Insurance Check: Yes

On-Site Inspection: N/A

Arithmetic Check: Yes

Verification of Offer: Yes

Buy America Certification and/or Audit, if applicable: N/A

Debarred/Suspended list: Not on the debarred /suspended list

K. Protests Received: None

L. Determinations Required: None

Determination and Recommendation

Triad Commercial Services, Ltd., is a responsible offeror that achieved the highest score considering technical and price factors. They have the capacity to perform this contract and are recommended for award.

**Approval of Contract for Onsite DART Headquarters and DART Police Headquarters
Building Management and Maintenance**

M/WBE CONSIDERATIONS

The goals for this contract were established in October 2021 at 25% MBE and 7% WBE participation. Triad Commercial Services, Ltd., the prime contractor, is a certified MBE firm; therefore, the MBE goal has been met. Triad Commercial Services, Ltd. has also committed to exceed the WBE goal through utilization of the following certified firm:

WBE PARTICIPATION

VENDOR	LOCATION	ETHNICITY	SERVICE	AMOUNT	PERCENTAGE
Texas Elite Facility Services	Dallas, TX	Hispanic Female	Janitorial Cleaning Services	\$144,314	13.00%

TOTAL MBE PARTICIPATION: \$144,314 13.00%*

NOTE: The goals are based on the not to exceed amount of \$1,110,110. If there are any changes to this amount, the original goals shall still apply.

*The percentage and dollar amounts may remain level, increase or decrease depending on the circumstances.

Summary of EEO-1 Report

Triad Commercial Services, Ltd., is located in Dallas, TX and employs 15 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AM.	WHITE	TOTAL	Percentage
MALES	0	4	6	0	2	12	80.00%
FEMALES	0	1	2	0	0	3	20.00%
TOTAL	0	5	8	0	2	15	100.00%
PERCENTAGE	0.00%	33.33%	53.33%	0.00%	13.33%	100.00%	

<p align="center">Board-Approved Expenditure Justification Approval of Contract for Onsite DART Headquarters and DART Police Headquarters Building Management and Maintenance</p>				
<p align="center">PURPOSE OF CONTRACT/ AGREEMENT</p>	<p align="center">DOLLAR AMOUNT</p>	<p align="center">CONTRACT TERM</p>	<p align="center">TYPE OF PROCUREMENT</p>	<p>1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?</p>
<p>To provide onsite building management and maintenance services for DART Headquarters and Police Headquarters Buildings</p>	<p>\$1,110,110</p>	<p>One year with two, one-year options</p>	<p>Definite quantity / indefinite quantity, with firm fixed prices</p>	<p>1. Yes, these facilities must be kept in a state of good repair and cleaned regularly. 2. Yes, we must maintain the continuity of service at both DART facilities. 3. No, this contract cannot be phased. 4. No, the contract was negotiated to the lowest possible price.</p>

DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

**Approval of Contract for Onsite DART Headquarters and DART Police Headquarters
Building Management and Maintenance**

WHEREAS, onsite building management and maintenance services are required for DART Headquarters and DART Police Headquarters; and

WHEREAS, the contract ensures compliance with the established management and maintenance services; and

WHEREAS, a competitive sealed proposal procurement for a one-year contract with two, one-year options was conducted in accordance with the DART Procurement Regulations; and

WHEREAS, the proposed pricing for this contract is fair and reasonable; and

WHEREAS, funding for this contract is within current Budget and FY 2022 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President & Chief Executive Officer or her designee is authorized to award a one-year contract to Triad Commercial Services, Ltd. for onsite DART Headquarters and DART Police Headquarters building management and maintenance [Contract No. C-2063768-01], for a total authorized amount not to exceed \$1,110,110.

**Approval of Contract for Onsite DART Headquarters and DART Police Headquarters
Building Management and Maintenance**

Prepared by: /s/ Carol Wise *

Carol Wise
Executive Vice President
Chief Operating Officer

Approved as to form: /s/ Gene Gamez *

Gene Gamez
General Counsel

Approved by: /s/ Nadine S. Lee *

Nadine S. Lee
President & Chief Executive Officer

* Reviewed and approved, but not signed due to
COVID-19 Coronavirus Pandemic



Agenda Report

Attachments: 1. Expenditure Justification 2. M/WBE Details 3. Expenditure Justification	Voting Requirements: Majority
---	---

DATE: January 11, 2022

SUBJECT: Approval of Contract for Janitorial Services for Passenger Facilities

RECOMMENDATION

Approval of a resolution authorizing the President & Chief Executive Officer or her designee to award a three-year contract to Triad Commercial Services, Ltd., for janitorial services for passenger facilities [Contract No. C-2063264-01], for a total authorized amount not to exceed \$8,432,599.

FINANCIAL CONSIDERATIONS

- This contract for janitorial services for passenger facilities is included in the Rail Operations Department’s approved FY 2022 operating budget.
- Sufficient funding for this contract in the amount of \$8,432,599 is included in both the Rail Operations Department’s FY 2022 Operating Expense Budget and the Total Operating Expense line item of the FY 2022 Twenty-Year Financial Plan.

BUSINESS PURPOSE

- The purpose of this item is to approve a contract for janitorial services for DART passenger facilities. DART has 66 Light Rail Station platforms, 4 Commuter Rail Stations, 14 Light Rail Transit Centers, 2 Transfer Centers, 2 Park and Rides, and 30 crew rooms requiring janitorial services to maintain clean and hygienic conditions for our passengers and employees.
- Approval of this contract will help achieve Board Strategic Priority 2. Provide stewardship of the transit system, agency assets and financial obligations.
- The contractor will perform cleaning services seven days per week (Monday through Sunday, inclusive of holidays) regardless of outside weather conditions.
- The contractor will perform nightly cleaning (10:00 p.m. to 4:00 a.m.) at all locations. Night cleaning will consist of thorough cleaning of all surfaces, door fixtures, stairways, pavers and floors; litter control, including trackway with proper authorization; empty trash cans, clean restrooms, clean elevators, benches, windscreens and pylons.
- The contractor will perform light cleanings at locations with restrooms and crew rooms three times per day including before the morning rush, prior to the evening rush, and after the evening rush. Light cleaning will consist of cleaning, sanitizing and deodorizing the restrooms, empty trash cans, litter pick-up (excluding trackway), and spot cleaning high-touch surfaces, spot

sweeping and mopping interior and exterior floors and walkways.

- The Contractor will provide Rovers from 7:00 a.m. to 7:00 p.m. for cleaning stations along the Red and Green Lines that have seen increased cleaning needs. Rovers will pick up litter (excluding trackway), spot clean high-touch surfaces, and sweep exterior floors and walkways.
- The contractor will provide day porters from 5:00 a.m. to 11:00 p.m. at the CBD West Transfer Center and Cityplace/Uptown Station. The day porters will clean, sanitize, and deodorize the restrooms, empty trash cans, pick up litter (excluding trackway), spot clean high-touch surfaces, spot sweep and mop interior and exterior floors and walkways.
- The contractor will provide a verbal response within 15 minutes of any non-routine and/or emergency service request by DART. Additionally, within one hour of the initial request the contractor's workers will arrive at the emergency site.
- The contractor will ensure compliance with the cleaning cycle established by DART. DART has six field inspectors responsible for overseeing the facility conditions and contract compliance.
- The Board-Approved Expenditure Justification is included as Attachment 3.

PROCUREMENT CONSIDERATIONS

- On November 10, 2021, a Request for Proposals (RFP) notification was sent to 422 firms for janitorial services for passenger facilities.
- This will be a definite quantity contract, with firm fixed rates for a term of three years with one, three-year option.
- The contract award analysis is provided as Attachment 1.

D/M/WBE CONSIDERATIONS

- The goals for this contract were established in September 2021 at 25% MBE and 5% WBE participation.
- Triad Commercial Services, Ltd., the prime contractor, has exceeded both goals.
- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor's actual EEO-1 reports are available upon request.

LEGAL CONSIDERATIONS

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.

**Dallas Area Rapid Transit Authority
CONTRACT AWARD ANALYSIS
(Request for Proposals)
RFP NO. P-2063264**

Contract Information

- A. Description:** Janitorial Services for Passenger Facilities
- B. Contractor:** Triad Commercial Services, Ltd.
- C. Contract Number:** C-2063264-01
- D. Contract Amount:** \$8,432,599
- E. Contract Type:** Requirements with Firm Fixed Price
- F. Performance Period/Term of Contract:** Three years from the date of the Notice-to-Proceed
- G. Options Available:** One, three-year option
- H. Bond Requirement:** Yes
- J. Funding Source:** Local

Solicitation Information

- A. Issue Date:** 11/10/2021
- B. Number of Notifications Sent:** 422
- C. Date and Time for Proposal Receipt:** December 10,2021
- D. Proposals Received:** 3
1. Triad Commercial Services, Ltd.
 2. L & J Staffing
 3. CTJ Maintenance Inc.
- E. Discussion of Proposal Evaluation Process:** A diverse committee of three persons independently evaluated proposals based technical criteria that included the firms experience, its project approach, and system process. Technical criteria were weighted 600 points and price criteria was weighted 400 points. Price points were determined in accordance with the following formula:

$$\frac{\text{Lowest Price Offered}}{\text{Offered Price}} \times \text{Total Maximum Points} = \text{Points Awarded}$$

- F. Discussion of Unacceptable Proposals:** None

G. Proposal Scoring:

Firm	Base Price	Option Pricing	Base + Option Pricing	Price Points	Technical Points	Total points	Rank
Triad	\$8,432,599	\$8,675,061	\$17,107,660	335	365	700	1
CTJ	\$7,174,260	\$7,174,260	\$14,348,520	400	240	640	2
L & J Staffing	\$15,359,074	\$15,819,846	\$31,178,920	184	253	437	3

H. Negotiation Memorandum: Available for review in the contract file.

I. Cost & Price Analysis: Price is fair and reasonable based on DART's past contracts for similar services, price competition, market research, and independent cost estimate.

J. Determination of Responsibility:

Bond Check: Yes

Reference Check: Yes

Financial Responsibility Survey: Yes

Insurance Check: Yes

On-Site Inspection: N/A

Arithmetic Check: Yes

Verification of Offer: Yes

Buy America Certification and/or Audit, if applicable: N/A

Debarred/Suspended list: Not on the debarred /suspended list

K. Protests Received: None

L. Determinations Required: None

Determination and Recommendation

Triad Commercial Services, Ltd., is a responsible offeror that achieved the highest score considering technical and price factors. They have the capacity to perform this contract and are recommended for award.

Approval of Contract for Janitorial Services for Passenger Facilities

M/WBE CONSIDERATIONS

The goals for this contract were established in September 2021 at 25% MBE and 5% WBE participation. For this project, Triad Commercial Services, Ltd., is performing as a Joint Venture that is comprised of a certified MBE firm (Triad Commercial Services) and a certified WBE firm (Texas Facility Services, Ltd). This teaming arrangement satisfies the goal requirements for this contract.

NOTE: The goals are based on the not to exceed amount of \$8,432,599. If there are any changes to this amount, the original goals shall still apply.

Summary of EEO-1 Report

Triad Commercial Services, Ltd., is located in Dallas, TX and employs 15 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AM.	WHITE	TOTAL	Percentage
MALES	0	4	6	0	2	12	80.00%
FEMALES	0	1	2	0	0	3	20.00%
TOTAL	0	5	8	0	2	15	100.00%
PERCENTAGE	0.00%	33.33%	53.33%	0.00%	13.33%	100.00%	

Texas Facility Services is located in Dallas, TX and employs 107 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AM.	WHITE	TOTAL	Percentage
MALES	0	0	49	0	1	50	46.73%
FEMALES	1	0	55	0	1	57	53.27%
TOTAL	1	0	104	0	2	107	100.00%
PERCENTAGE	0.93%	0.00%	97.20%	0.00%	1.87%	100.00%	

<p align="center">Board-Approved Expenditure Justification Approval of Contract for Janitorial Services Passenger Facilities</p>				
<p align="center">PURPOSE OF CONTRACT/AGREEMENT</p>	<p align="center">DOLLAR AMOUNT</p>	<p align="center">CONTRACT TERM</p>	<p align="center">TYPE OF PROCUREMENT</p>	<p>1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?</p>
<p>Provide janitorial and custodial services for all passenger facilities, including transit centers, rail platforms, crew rooms, and transfer locations.</p>	<p>\$8,432,599</p>	<p>Three years, with one, three-year options</p>	<p>Requirements contract with firm fixed pricing</p>	<p>1. Yes, DART must maintain cleanliness at all passenger facilities</p> <p>2. Yes, passenger facilities must be cleaned regularly.</p> <p>3. No, the facilities must all receive regular cleaning, and this cannot be phased.</p> <p>4. No, the need for more frequent janitorial services increased in the last year.</p>

DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Contract for Janitorial Services for Passenger Facilities

WHEREAS, DART provides passenger facilities throughout the system for the comfort of patrons and employees; and

WHEREAS, janitorial services are needed to maintain clean and hygienic conditions for the passengers facilities; and

WHEREAS, this contract ensures compliance with the cleaning cycle established by DART; and

WHEREAS, a competitive sealed proposal procurement for a three-year contract with one, three-year option was conducted in accordance with the DART Procurement Regulations; and

WHEREAS, the proposed pricing is fair and reasonable; and

WHEREAS, funding for this contract is within current Budget and FY 2022 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President & Chief Executive Officer or her designee is authorized to award a three-year contract to Triad Commercial Services, Ltd., for janitorial services for passenger facilities [Contract No. C-2063264-01], for a total authorized amount not to exceed \$8,432,599.

Contract for Janitorial Services for Passenger Facilities

Prepared by: /s/ Carol Wise *

Carol Wise
Executive Vice President
Chief Operating Officer

Approved as to form: /s/ Gene Gamez *

Gene Gamez
General Counsel

Approved by: /s/ Nadine S. Lee *

Nadine S. Lee
President & Chief Executive Officer

* Reviewed and approved, but not signed due to
COVID-19 Coronavirus Pandemic



Agenda Report

Attachments: 1. Contract Award Analysis 2. M/WBE Details 3. Expenditure Justification	Voting Requirements: Majority
---	---

DATE: January 11, 2022

SUBJECT: Approval to Increase Funding for Bus Stop Amenity Cleaning

RECOMMENDATION

Approval of a resolution authorizing the President & Chief Executive Officer or her designee to: 1) execute a contract modification for bus stop amenity cleaning with H&W Cleaning Systems, Inc. [Contract No. C-2057995-02]; and 2) increase the not-to-exceed amount by \$728,727, for a new total authorized amount not to exceed \$978,727.

FINANCIAL CONSIDERATIONS

- This contract for the cleaning of amenities at bus stops and Dallas Streetcar stops is included in the Rail Operations Department’s approved FY 2022 Operating Budget.
- Sufficient funding for this contract in the amount of \$978,727 is included in both the Rail Operations Department’s FY 2022 Operating Expense Budget and the Total Operating Expense line item of the FY 2022 Twenty-Year Financial Plan.

BUSINESS PURPOSE

- Dallas Area Rapid Transit (DART) provides amenities throughout the DART system for the comfort of patrons. DART has 1,542 benches, 1,289 shelters, 3 smart shelters, and 6 Dallas Streetcar stops.
- Janitorial services are needed for cleaning and weed control around the amenities, and the contract ensures compliance with the cleaning frequency established by DART. The bus stop locations’ cleaning frequency is based on passenger use and historical observations, audits, and complaints at each location.
- This contract incorporates the service requirements under the Bus Network Redesign.
- The contract preserves DART’s right to increase or decrease the quantity of amenities in the service area at any time during the performance of the contract.
- Approval of this contract will help achieve Board Strategic Priority 2. Provide stewardship of the transit system, agency assets and financial obligations.
- The Board-Approved Expenditure Justification is included as Attachment 3.

PROCUREMENT CONSIDERATIONS

- Board Resolution No. 210082 authorized the award of a five-year contract [C-2057995-01] to Entrust One Facility Services for a total authorized amount not to exceed \$2,095,744.
- DART's contract with Entrust was terminated for default on September 18, 2021.
- DART awarded a contract [C-2057995-02] for a total authorized amount not to exceed \$250,000, to H&W Cleaning Services on September 19, 2021, to allow for uninterrupted service.
- The base term of the contract is five years from the award date of September 19, 2021, and the contract has no options.
- The pricing is fair and reasonable.
- This modification to increase funding will provide funds for two years, which meets the contract minimum guaranty.
- The procurement analysis is provided as Attachment 1.

D/M/WBE CONSIDERATIONS

- This project was identified in February 2021 to be set aside in totality under the Small Business Enterprise Program (pursuant to the small business element of the M/WBE Program).
- H&W Cleaning Systems, Inc., the prime contractor, is a certified Small Business Enterprise (Black Male), and therefore meets the requirement for award.
- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor's actual EEO-1 report is available upon request.

LEGAL CONSIDERATIONS

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.

**Dallas Area Rapid Transit Authority
PROCUREMENT ANALYSIS
Increase Funding
Modification No. 1**

Contract Information

- A. Contract Description:** Bus Stop Amenity Cleaning
- B. Contractor:** H&W Cleaning Systems, Inc.
- C. Contract Number:** C-2057995-02
- D. Contractual Action:** Increase funding. This contract was initially awarded for a total authorized amount not to exceed \$250,000. This funding will increase the contract value for the first two years of the five-year contract.
- E. Current Contract Amount:** \$250,000
- F. Contract Modification Amount:** \$728,727
- G. New Contract Amount:** \$978,727
- H. Contract Type:** Indefinite Delivery/Indefinite Quantity, Firm Fixed Price
- I. Current Term of Contract/Performance Period:** Five years
- J. Remaining Options Available:** None
- K. Price Considerations:** The price is fair and reasonable based on competition, the Independent Cost Estimate, and historic pricing.
- L. Negotiation Memorandum:** N/A
- M. Determinations Required:** None
- N. Funding:** Local
- O. Determination of Responsibility:**
Bond Check: N/A
Reference Check: Satisfactory
Financial Responsibility Survey: Satisfactory
Insurance Check: Complete
On-Site Inspection: N/A
Arithmetic Check: Yes
Verification of Offer: Yes
Buy America Certification and/or Audit, if applicable: N/A
Debarred/Suspended list: Not on the debarred /suspended list

Determination and Recommendation

H&W Cleaning Systems, Inc., is a responsible contractor for the modification described above. Therefore, execution of the contract modification is recommended.

Approval to Increase Funding for Bus Stop Amenity Cleaning

M/WBE CONSIDERATIONS

This project was identified in February 2021 to be set aside in totality under the Small Business Enterprise Program (pursuant to the small business element of the M/WBE Program). H&W Cleaning Systems, Inc., the prime contractor, is a certified Small Business Enterprise (Black Male) and therefore meets the requirement for award.

Summary of EEO-1 Report

H&W Cleaning Systems, Inc. is located in Richardson, TX and employs 10 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AM	WHITE	TOTAL	Percentage
MALES	0	5	3	0	0	8	80.00%
FEMALES	0	2	0	0	0	2	20.00%
TOTAL	0	7	3	0	0	10	100%
PERCENTAGE	0.00%	70.00%	30.00%	0.00%	0.00%	100%	

<p align="center">Board-Approved Expenditure Justification Funding Increase for Bus Stop Amenity Cleaning</p>				
<p align="center">PURPOSE OF CONTRACT/AGREEMENT</p>	<p align="center">DOLLAR AMOUNT</p>	<p align="center">CONTRACT TERM</p>	<p align="center">TYPE OF PROCUREMENT</p>	<p>1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?</p>
<p>Cleaning of bus shelters, benches, and Dallas Streetcar stops in the DART service area</p>	<p>Increase contract value by \$728,727, for a new total authorized amount not to exceed \$978,727</p>	<p>Five years</p>	<p>Indefinite Delivery/Indefinite Quantity, Firm Fixed Price</p>	<p>1. Yes, this is necessary to maintain clean passenger amenities.</p> <p>2. Yes, the current contract award was not to exceed \$250,000 to ensure continuity of service. When the Board authorized contractor was terminated for default. The funding increase will cover two years of the five-year contract.</p> <p>3. No, this contract is for the ongoing maintenance required to maintain clean passenger amenities.</p> <p>4. No, the amenities are already deployed and must be kept clean; however, the contract does allow DART to add and remove amenities.</p>

DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval to Increase Funding for Bus Stop Amenity Cleaning

WHEREAS, DART provides amenities throughout the DART system for the comfort of patrons, which must be kept clean; and

WHEREAS, janitorial services are needed for cleaning and weed control around the amenities, and the contract ensures compliance with the cleaning frequency established by DART with the cleaning frequency based on passenger use and historical observations, audits, and complaints at each location; and

WHEREAS, DART reserves the right to increase or decrease the quantity of amenities in the service area at any time during the performance of the contract; and

WHEREAS, this contract incorporates the service requirements under the Bus Network Redesign; and

WHEREAS, the proposed price for this modification is fair and reasonable; and

WHEREAS, funding for this contract is within current Budget and FY 2022 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President & Chief Executive Officer or her designee is authorized to:

- Section 1: Execute a contract modification for bus stop amenity cleaning with H&W Cleaning Systems, Inc. [Contract No. C-2057995-02]; and
- Section 2: Increase the not-to-exceed amount by \$728,727 for a new total authorized amount not to exceed \$978,727.

Approval to Increase Funding for Bus Stop Amenity Cleaning

Prepared by: /s/ Carol Wise *

Carol Wise
Executive Vice President
Chief Operating Officer

/s/ Gene Gamez *

Approved as to form:

Gene Gamez
General Counsel

Approved by: /s/ Nadine S. Lee *

Nadine S. Lee
President & Chief Executive Officer

* Reviewed and approved, but not signed due to
COVID-19 Coronavirus Pandemic



Agenda Report

Attachments: 1. Contract Award Analysis 2. M/WBE Details 3. Expenditure Justification	Voting Requirements: Majority
---	---

DATE: January 11, 2022

SUBJECT: Approval to Exercise Contract Option for Bus Camera Monitoring Services and Hardware

RECOMMENDATION

Approval of a resolution authorizing the President & Chief Executive Officer or her designee to exercise the one-year contract option for bus camera monitoring services and hardware with SmartDrive Systems, Inc., (SmartDrive) [Contract No. C-2058726-01], to: 1) exercise the first, one-year option; and 2) increase the not to exceed amount by \$245,549 for a new total authorized amount not to exceed \$495,113.

FINANCIAL CONSIDERATIONS

- This contract option for camera monitoring services and hardware is included in the Bus Operations Department’s approved FY 2022 operating budget.
- Sufficient funding for this contract option in the amount of \$495,113 is included in both the Bus Operations Department’s budget and the Total Operating Expense line item of the FY 2022 Twenty-Year Financial Plan.

BUSINESS PURPOSE

- The purpose of this item is to authorize exercising a one-year option for bus camera monitoring services and hardware.
- Approval of this contract option will help achieve the Board Strategic Priority 2: Provide stewardship of the transit system, agency assets and financial obligations.
- The SmartDrive video event recording system captures an event that is triggered by gravity force. Management determines the critical safety practices to be monitored to trigger an observation for review. The recorded events allow management to understand why an event has occurred. Currently, 476 NABI buses are equipped with the SmartDrive video event recording system.
- This contract extension seeks to convert 205 buses that currently use the Lytx Drivecam system, with 3G cellular technology, to the SmartDrive system with 4G cellular technology. The 205 buses include the New Flyer (40’), Proterra (35’) electric, and the Arboc (26’) vehicles. This conversion is needed because the 3G cellular technology will be terminated in February 2022.

- Equipment costs are a one-time expense under this contract for the conversion upgrade.
- The subscription costs are recurring and provide the camera monitoring services for each unit. SmartDrive's trained personnel review each video event to identify any potential hazards or operational behaviors that may mitigate accidents. They flag the events that need to be reviewed by DART staff and used in discussions with operators to identify operational behaviors, with the goal of preventing and reducing accidents. The system allows DART management to review safety incidents, operator driving patterns, and investigate customer complaints.
- The Board-Approved Expenditure Justification is included as Attachment 3.

PROCUREMENT CONSIDERATIONS

- The base term of the contract is one-year with two, one-year options.
- The pricing for the exercise of the option is fair and reasonable.
- The procurement analysis is provided in Attachment 1.

D/M/WBE CONSIDERATIONS

- The goal for this contract was established in May 2019 at 7% M/WBE participation.
- SmartDrive Systems, Inc., the prime contractor, has no direct participation. SmartDrive Systems, Inc. does, however, involve M/WBEs within other facets of their business. That information is included in Attachment 2. .
- The M/WBE analysis and Equal Employment Opportunity (EEO-1) information are included in Attachment 2. The prime contractor's actual EEO-1 report is available upon request.

LEGAL CONSIDERATIONS

- Section 452.055 of the Texas Transportation Code authorizes DART to contract for the provision of goods and services.

**Dallas Area Rapid Transit Authority
PROCUREMENT ANALYSIS
Exercise Option
Modification No. 4**

Contract Information

- A. Contract Description:** Camera Monitoring Subscription and Hardware
- B. Contractor:** SmartDrive Systems, Inc.
- C. Contract Number:** C-2058726-01
- D. Contractual Action:** Exercise the first, one-year option
- E. Current Contract Amount:** Not to exceed \$249,564
- F. Contract Modification Amount:** Not to exceed \$245,549
- G. New Contract Amount:** Not to exceed \$495,113
- H. Contract Type:** Requirements
- I. Current Contract Term:** 2/23/2021 – 2/23/2022
- J. Remaining Options Available:** One, one-year option
- K. Price Considerations:** The initial contract award was negotiated through a sole source procurement. This modification is fair and reasonable based on historical prices and the Independent Cost Estimate (ICE). SmartDrive Systems, Inc.'s bid is aligned with the independent cost estimate.
- L. Determinations Required:** N/A
- M. Funding:** Local
- N. Determination of Responsibility:**
Reference Check and Financial Determination of Responsibility: Satisfactory
Insurance Check: Yes
Debarred/Suspended list: Not on the debarred /suspended list.

Determination and Recommendation

SmartDrive Systems, Inc., is a responsible contractor for the modification described above. Therefore, execution of the contract modification is recommended.

Approval to Exercise Contract Option for Bus Camera Monitoring Services

M/WBE CONSIDERATIONS

The goal for this contract was established in May 2019 at 7% M/WBE participation. SmartDrive Systems, Inc., the prime contractor, has no direct participation for this project, however SmartDrive Systems, Inc. does include minority and women owned businesses within their business plans when viable opportunity is available. Below is a summary of their annual M/WBE spend since 2017:

Year	M/WBE Spend
2017	\$233,860
2018	\$191,414
2019	\$163,748
2020	\$279,099

Summary of EEO-1 Reports:

SmartDrive Systems, Inc. is located in San Diego, CA and employs 215 individuals. The following is an analysis of their EEO-1 report:

	ASIAN	BLACK	HISPANIC	NATIVE AM.	WHITE	TOTAL	Percentage
MALES	14	6	19	0	119	158	73.49%
FEMALES	13	3	6	0	35	57	26.51%
TOTAL	27	9	25	0	154	215	100.00%
PERCENTAGE	12.55%	4.19%	11.63%	0.00%	71.63%	100.00%	

<p align="center">Board-Approved Expenditure Justification Approval to Exercise Contract Option for Bus Camera Monitoring Services</p>				
PURPOSE OF CONTRACT/AGREEMENT	DOLLAR AMOUNT	CONTRACT TERM	TYPE OF PROCUREMENT	<p>1. Is it necessary? 2. Does it need to happen now? 3. Can it be phased? 4. Can we reduce the amount?</p>
<p>This contract modification is to exercise the first, one-year option of the camera monitoring subscription and hardware contract.</p>	<p>\$245,549, for a new total not to exceed amount of \$495,113.</p>	<p>One year, with two, one-year options</p>	<p>Requirements</p>	<p>1. Yes, this contract is necessary to maintain the camera monitoring services on the bus fleet and to upgrade old 3G technology to 4G units to ensure continued operation.</p> <p>2. Yes, the current base term of the contract is due to expire in February and exercising the option of the current contract will maintain continuity of service.</p> <p>3. No, this contract is to continue camera monitoring services and to upgrade old technology units. Due to the impending expiration of the technology this cannot be phased.</p> <p>4. No, this contract has been negotiated to best pricing and cannot be reduced. Reduction of this contract would require reducing the number of units this service covers and would result in lapse of coverage to encompass the entire bus fleet.</p>

DRAFT
RESOLUTION
of the
DALLAS AREA RAPID TRANSIT BOARD
(Executive Committee)

Approval to Exercise Contract Option for Bus Camera Monitoring Services and Hardware

WHEREAS, DART currently has 476 NABI buses equipped with SmartDrive video event recording system; and

WHEREAS, bus camera monitoring services and hardware are required to ensure that programmed events are captured to allow management to understand why an event has occurred for safety and training purposes; and

WHEREAS, there is a need to replace the obsolete cameras on 205 vehicles with 4G cellular SmartDrive technology; and

WHEREAS, the proposed price for this contract option is fair and reasonable; and

WHEREAS, funding for this contract option is within current Budget and FY 2022 Twenty-Year Financial Plan allocations.

NOW, THEREFORE, BE IT RESOLVED by the Dallas Area Rapid Transit Board of Directors that the President & Chief Executive Officer or her designee is authorized to execute a contract option for bus camera monitoring services and hardware with SmartDrive Systems, Inc., (SmartDrive) [Contract No. C-2058726-01], to:

- Section 1: Exercise the first, one-year option; and
- Section 2: Increase the not-to-exceed amount by \$245,549 for a new total authorized amount not to exceed \$495,113.

Approval to Exercise Contract Option for Bus Camera Monitoring Services and Hardware

Prepared by: /s/ Carol Wise *

Carol Wise
Executive Vice President
Chief Operating Officer

Approved as to form: /s/ Gene Gamez *

Gene Gamez
General Counsel

Approved by: /s/ Nadine S. Lee *

Nadine S. Lee
President & Chief Executive Officer

* Reviewed and approved, but not signed due to COVID-19 Coronavirus Pandemic



Agenda Report

DATE: January 11, 2022

SUBJECT: Briefing on DART Police First Quarter Operations Update (October - December 2021)

RECOMMENDATION

This is a briefing item. No action is required at this time.

BUSINESS PURPOSE

- The purpose of this item is to brief the Customer Service, Safety and Mobility Committee on Police Quarterly Operations for the first quarter of FY 2022. The briefing will include information on hiring and recruiting, statistics, emergency preparedness, and department highlights.
- The Police Quarterly Operations update helps to achieve Board Strategic Priority 1: Enhance the safety and service experience through customer-focused initiatives.