

PROCUREMENT

Copiers

As reported to the Board on our August agenda:

“WFSDallas released a procurement for copiers deadline of August 11, 2022. Four proposals were received from: **Canon, Novatech, Toshiba and Xerox**. All bids were scored independently by a team of reviewers with Xerox receiving the highest score based on the information received. Xerox was interviewed to clarify their submission due to the obvious error in pricing of a three-year service agreement. After receiving a corrected statement from Xerox, staff re-evaluated bids based on overall competitive costs. Toshiba has the highest score with Xerox (2nd), Canon (3rd) and Novatech (4th).”

RECOMMENDATION: Board authorization to negotiate and contract with Toshiba for copier and printer services (bid amount of \$319,341) for a 36-month lease. In the event Toshiba cannot reach an agreement or errors are discovered in the original bid, WFSDallas will work with the next highest scoring bidder.

Sorry to report that negotiations with Toshiba resulted in an impasse with a serious price differential. After careful review of both Toshiba and Xerox, we discovered that all four bids may have had errors in pricing that either over or understated costs. We offered all four bidders an opportunity to restate cost. Reviewers were convened to reevaluate all bids. Novatech clarified their original bid that appeared to double the price in presentation. Cannon maintained their original pricing.

RECOMMENDATION: Board authorization to negotiate and contract with Novatech for copier and printer services (bid amount of \$369,703) for a 36-month lease. After restatement of cost, Novatech was the lowest cost, and highest score after all evaluation factors were considered.

Opportunity Youth

WFSDallas released a procurement on August 17, 2022, for Opportunity Youth Services with a noon deadline on Thursday, September 8, 2022. We received four (4) responsive proposals to the RFP. Proposals were competitively reviewed and scored based on criteria in the RFP. Three of the four proposals received a score above 70.

Proposals	Amount Requested	Numbers Proposed
JobWORKS, Inc.	\$ 245,678	40
SERCO of Texas, Inc.	\$1,029,556	3,200 outreach, 800 enrolled
Career TEAM, LLC	\$1,461,045	300
Louisiana Council of Resources	\$ 803,590	200

RECOMMENDATION: Board authorization to negotiate a contract with JobWORKS, Inc. for the amount stated. Although not recommended at this time, staff will meet with SERCO of Texas, Inc. to discuss their approach to community outreach.

POLICY

Policy	Type of Change	Impact
Holidays for Childcare Providers	Board staff proposes an amendment to secure up to twelve (12) paid holidays/professional development days per calendar year for child care providers. WFSDallas currently pays for up to nine (9) holidays/professional development days. The provider will be paid by the contractor (ChildCareGroup) for each child currently enrolled with the provider for up to twelve (12) holidays/pre-planned closures during each calendar year.	This change will allow childcare providers to receive funding and hopefully pay their staff for paid holidays and/or professional development. Policy of this nature benefits the childcare industry through an enhanced flexibility of the workplace, increase professional development opportunities.

RECOMMENDATION: Board authorization to approve policy as indicated above.