



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
[www.cityofdenton.com](http://www.cityofdenton.com)

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Cassey Ogden  
**DATE:** March 21, 2023

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Our Daily Bread, Inc., for the provision and supervision of temporary labor for the Solid Waste and Recycling Department as set forth in the contract; providing for the expenditure of funds therefor; and providing an effective date (RFQ 7988 –awarded to Our Daily Bread, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,040,803.00). [The Public Utilities Board recommends approval \(7 - 0\).](#)

### **INFORMATION/BACKGROUND**

The City of Denton operates a landfill located at 1527 South Mayhill Road under Texas Commission on Environmental Quality permit MSW-1590B. This permit requires, among other things, that the City maintain equipment and personnel sufficient to complete compliance efforts including, but not limited to, site maintenance, litter collection, and traffic spotting activities. The City maintains permanent positions to complete these duties. These positions also serve as entry-level, career ladder positions wherein these employees are trained to operate landfill equipment and when positions are available, they become eligible to promote into the open positions.

Due to the recent pandemic and present workforce availability issues, the City finds it difficult to recruit and maintain these positions, even with sufficient effort to keep these positions filled. To complete permit-required daily duties, the City must rely on temporary contract labor. Unfortunately, similar to the issues facing the City in identifying and assembling viable efforts, the City's Temporary Labor contractor also finds it difficult to meet the City's needs. The City of Denton's Solid Waste and Recycling Department (SWR) is not the only City Department suffering workforce shortage issues.

In June 2021, the City of Denton Parks and Recreation Department (PARD) published a request for proposal to identify local non/not-for-profit organizations offering job training and placement programs for people experiencing homelessness who could help the City fill vacant positions and reduce workforce shortages. The purpose of this contract between the City and ODB is to provide a dedicated labor force to the City of Denton and create opportunities for community members to exit homelessness through training, counseling, and the promise of defined, consistent income. The program would also develop a pool of trained, reliable individuals who are eligible to apply for permanent positions within the City of Denton. While this program was initially envisioned by PARD for use in filling vacant positions, they have since transferred management of this program to SWR.

As proposed, the Ready for Work Program will initially provide three (3) workers and one (1) staff up to 29 total hours in a five-day workweek, at a rate of \$25.94/hour per worker, to SWR to ensure the Landfill's litter control requirements and general site maintenance tasks are completed. The program combines paid work with career training, transitional housing, and comprehensive supportive services to help people experiencing homelessness transition as quickly as possible out of homelessness into housing. As it matures, it is envisioned that the program will be expanded across the organization. In SWR, expansion opportunities could allow for participants to help collect waste and diverted material curbside and to provide Commercial Driver's License training to eligible participants. It is anticipated that it will take Our Daily Bread Inc. approximately 60 days from program initiation to establish its internal structure, recruit workers, and provide the first cadre of workers to SWR.

<b>Year</b>	<b>Total</b>
Year 1	\$196,040
Year 2 w/ 3% Increase	\$201,921
Year 3 w/ 3% Increase	\$207,979
Year 4 w/ 3% Increase	\$214,218
Year 5 w/ 3% Increase	\$220,665
<b>Total:</b>	<b>\$1,040,803</b>

*\*Year 1 is based on 5 crew members, at \$26 per hour, 29 hours per week, 52 weeks per year.*

Request for Qualifications (RFQ) for professional surveying services was sent to 293 prospective firms for these services, including 22 Denton firms. In addition, the RFQ was placed on the Procurement website for prospective respondents to download, and advertised in the local newspaper. One (1) statement of qualifications (SOQ) was received and references were checked to ensure the vendor can provide the services requested in the Scope of Work. The recommended award is to Our Daily Bread, Inc., which is determined to be the most qualified firm for the City.

NIGP Code Used for Solicitation:	962-(Service Only) - Miscellaneous Services, No. 2 (Not Otherwise Classified)
Notifications sent for Solicitation sent in IonWave:	293
Number of Suppliers that viewed Solicitation in IonWave:	19
HUB-Historically Underutilized Business Invitations sent out:	30
SBE-Small Business Enterprise Invitations sent out:	125
Responses from Solicitation:	1

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

On March 13, 2023, the Public Utilities Board (PUB) recommended this item to the City Council for consideration.

### **RECOMMENDATION**

Award a contract with Our Daily Bread, Inc., for the provision and supervision of temporary labor for the Solid Waste and Recycling Department, in a one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,040,803.

### **FISCAL INFORMATION**

Services and activities will be funded using the department's budget on an as-needed basis. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Brian Boerner, 940-349-8001.

Legal point of contact: Marcella Lunn at 940-349-8333.