



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

Item Creation Date: 9/27/2022

T31281 - Litigation Support Services (Logica Ratio, LLC, and DB3 Unlimited Services, LLC) - ORDINANCE

Agenda Item#:

### **Background:**

**Request for Proposals (RFP) received May 19, 2022, for S84-T31281- Approve an ordinance awarding contracts to 1) Logica Ratio, LLC, and 2) DB3 Unlimited Services, LLC in the maximum amount of \$1,875,000.00 for litigation services-medical experts for the Legal Department.**

### **Specific Explanation:**

The City Attorney of the Legal Department and the Interim Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three (3) year contracts, with two (2) one-year options to 1) Logica Ratio, LLC, and 2) DB3 Unlimited Services, LLC** in the maximum amount of **\$1,875,000.00** for litigation services-medical experts for the Legal Department. The Director may terminate this contract at any time by giving 30 days written notice to the Contractor, with a copy of the notice to the Chief Procurement Officer.

The award amount includes \$85,000.00 in pre-contract services to cover litigation services for the time period between the expiration of the prior contract and the award of these contracts. The pre-contract services were required to prevent an interruption in services for the provision of litigation services to the City's Legal Department.

The scope of work requires the contractor to provide professional medical expert services by an expert with a medical specialty requested by the City in the preparation for and potential trial of various matters in litigation, or anticipated to be litigated, and any other legal matters or cases that the City Attorney may from time-to-time designate. The City Attorney will request services from Contractor on an as-needed basis but has no obligation to request all the services listed. The medical expert services may include, but are not limited to, the following services:

- Case Review and Opinion – review the case and case materials and provide an opinion, upon the City Attorney's request;
- Written Reports and counter affidavits - provide written reports and/or counter affidavits on causation and/or the reasonableness and necessity of billing and medical records with counter-affidavits and/or reports;
- Depositions - provide an expert to provide medical examinations, including a physical examination, review records, and provide a summary report;
- Consulting - provide verbal review to the Handling Attorney on causation and the reasonableness and necessity of billing and medical expenses; and
- In-court Testimonies - testify in court.

This RFP was advertised in accordance with the requirements of the State of Texas bid laws. Proposals were received from DB3 Unlimited Services, LLC, Legal Document Retrieval, Inc., Logica Ratio, LLC, and O'Neal Law Group, PC. The evaluation committee consisted of members from Legal Department, Houston Police Department, and Municipal Courts Department.

The Proposals were evaluated based on the following criteria:

- Responsiveness of Proposal
- Technical Competence Requirements
- Fee Proposal

The following firms received the highest overall scores and were deemed to be best qualified to meet the requirements as outlined in the RFP.

- 1) Logica Ratio, LLC
- 2) DB3 Unlimited Services, LLC

### **MWBE Subcontracting:**

MWBE Zero-Percent goal document was approved by the Office of Business Opportunity

**Hire Houston First:**

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case Logica Ratio, LLC, LLC is a designated HHF company. DB3 Unlimited Services, LLC is not HHF designated. HHF points were not a deciding factor in the award of these contracts.

**Pay or Play:**

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, both Logica Ratio, LLC and DB3 Unlimited Services, LLC provide health benefits to eligible employees in compliance with City policy.

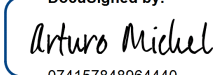
**Fiscal Note:**

Funding for this item is included in the FY23 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

10/3/2022

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Jedediah Greenfield  
 Interim Chief Procurement Officer

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Department Approval Authority

10/3/2022

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Estimated Spending Authority			
CONTRACTOR	FY2023	OUTYEARS	TOTAL
Logica Ratio, LLC	\$215,000.00	\$860,000.00	\$1,075,000.00
DB3 Unlimited Services, LLC	\$160,000.00	\$640,000.00	\$800,000.00
<b>TOTAL</b>	<b>\$ 375,000.00</b>	<b>\$ 1,500,000.00</b>	<b>\$1,875,000.00</b>

**Amount and Source of Funding:**

\$1,875,000.00.00 - Property & Casualty Fund (1004)

**Contact Information:**

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**ATTACHMENTS:**

Description	Type
MWBE Approved Waiver	Backup Material
Ownership Information Forms	Backup Material
Drug Policy Forms	Backup Material
DB3 AM Best-10200	Backup Material
DB3 AM Best 19879	Backup Material
DB3 COI	Backup Material
DB3 Auto Insurance	Backup Material
POP 1-3 Forms	Backup Material
Secretary of State-DB3	Backup Material
DBE 1295 Form	Backup Material
DBE 1295 Form-Acknowledged	Backup Material
DB3 COF	Financial Information
Logica-Ownership Forms	Backup Material
Drug Form-Exhibit B-Logica	Backup Material
Drug Form Exhibit C-Logica	Backup Material
Drug Form Exhibit D-Logica	Backup Material
HHF Verification-Logica	Backup Material
Logica AM Best 20699	Backup Material
Logica AM Best 20702	Backup Material
Logica AM Best 22667	Backup Material
Logica AM Best 33138	Backup Material
Logica-Endorsement	Backup Material
Logica-Personal Liability Insurance	Backup Material
Logica-Commercial Umbrella Liability	Backup Material
Logica-Business Policy Declarations	Backup Material
Logica-Professional Liability Letters	Backup Material

