

210739  
27-107596-2



City of Dallas

**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED

2021 AUG -3 PM 5:03

CITY SECRETARY  
DALLAS, TEXAS

July 13 2021

Texas A & M Engineering Extension Service - TEEX

Texas A & M Engineering Extension Service - TEEX,

200 Technology Way

College Station, TX 77845

Tracy.Foster@teex.tamu.edu

979-862-1612

RE: BV1618, TEEX Training

Dear Texas A & M Engineering Extension Service - TEEX,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on August 31, 2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through August 31, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by July 15, 2021

- YES, I agree to extend this agreement.
- NO, I decline to extend this agreement.

*[Handwritten Signature]*  
Authorized Signature

7/15/2021  
Date

**Tracy Foster**

Name

Chief Financial Officer

Title

Please let me know if you have any questions or concerns.

Thank you,

Melissa Anderson

Senior Buyer

Office of Procurement Services

melissa.anderson@dallascityhall.com

214-243-2128

*[Handwritten Signature]*  
Chhunny Chhan

Director, Office of Procurement Services

*Wanda Moreland*

Director,

Dallas Fire-Rescue

*Jon Fortune*

Jon Fortune (Aug 3, 2021 16:20 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



City of Dallas

# OFFICE OF PROCUREMENT SERVICES EXTENSION REQUEST LETTER

210848

RECEIVED

2021 AUG -2 PM 12:29

May 20, 2021

National Council for Community Development dba National Development Council

CITY SECRETARY  
DALLAS, TEXAS

Daniel Marsh III

1 Battery Park Plaza Suite 710

New York, NY 10004

dmarsh@ndconline.org

212-682-1106

RE: ECO-2018-00007928, Project Underwriting Services

Dear Daniel Marsh III

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on September 25, 2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through September 25, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by June 3, 2021

- YES, I agree to extend this agreement.
- NO, I decline to extend this agreement.

*[Handwritten Signature]*

05/26/2021  
Date

Daniel Marsh III  
Name

President & CEO  
Title

Please let me know if you have any questions or concerns.

Thank you,

Melissa Anderson

Senior Buyer

Office of Procurement Services

melissa.anderson@dallascityhall.com

214-243-2128

*[Handwritten Signature]*  
Christy Chisan

Director, Office of Procurement Services

*[Handwritten Signature]*

Director, Office of Economic Development

*[Handwritten Signature]*  
Cari DeFolter

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210849

EFFECTIVE DATE

8/3/2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG -3 PM 5:03  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Axis Contracting, Inc.	<b>VENDOR NUMBER</b>	VS0000000445
<b>CONTRACT NAME</b>	Pearl Street - PB06U798	<b>DEPARTMENT</b>	Public Works

### ACTION REQUESTED

Authorize Change Order Number 3 to the construction contract with Axis Contracting, Inc. for Pearl Street from Pacific Ave. to Live Oak St. This action will add \$49,200.00 to the contract, increasing the contract amount from \$3,810,447.00 to \$3,859,647.00.

<b>CONTRACT NUMBER:</b>	PBW-2020-00012634	<b>CONTRACT TERM:</b>	12/3/20 To 6/30/23
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### BACKGROUND

During construction, an existing 24" water line was encountered which conflicts with the proposed storm drainage for this project. Consequently, it is necessary to lower this existing 24" water line to clear the conflict. This will require adding a new DWU item to the contract. All items needed for this change order are included in the attachment.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2115	DWU	PW42		4550	710047	PBW-2020-00012634	\$49,200.00

PROGRAM NO.: 710047      COMMODITY CODE: 91200      Water Utilities Capital Improvement  
 FINANCING: D Fund

### M/WBE INFORMATION

Place an  or  in the appropriate boxes:

African-American       Hispanic  
 Caucasian: Female       Male        
 Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: WFWB47703N0122

### CHANGE ORDER DATA

Change Order No.	3	Original CR/AA No.	20-0610
Original CR/AA Date	4/22/2020	Original CR/AA Amount	\$3,712,626.00
Total of Previous Change Orders			\$97,821.00
Change Amount Including this Order			\$147,021.00
Total Change Order Percentage			3.96%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR		DATE	8/3/21
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CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210862

EFFECTIVE DATE

Aug 3, 2021

RECEIVED  
2021 AUG -4 PM 3:11  
CITY SECRETARY  
DALLAS, TEXAS

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>VENDOR NAME</b>	GMA Construction Group of Texas	<b>VENDOR NUMBER</b>	VC19849
<b>CONTRACT NAME</b>	J. Erik Jonsson Central Library 6 <sup>th</sup> Floor Renovation	<b>DEPARTMENT</b>	MGT - Office of Bond and Construction Management

### ACTION REQUESTED

Authorize a contract extension and fire alarm improvements with GMA Construction Group of Texas for the J. Erik Jonsson Central Library 6<sup>th</sup> Floor Renovation. This action will authorize a change order in the amount of \$1,097.60 . increasing the contract amount from \$296,251.53 to \$297,349.13 and increase the contract time.

<b>CONTRACT NUMBER:</b>	<b>BON-2020-00013602</b>	<b>CONTRACT TERM:</b>	<u>7/31/2020</u> To <u>9/10/21</u>
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### BACKGROUND

On June 24, 2020, City Council authorized a construction services contract with GMA Construction Group of Texas for the J. Erik Jonsson Central Library 6<sup>th</sup> Floor Renovation with Resolution No. 20-1015. During construction work on the fire alarm improvements, it was realized that in order to properly connect the new system, a notification and auxiliary power expander are needed. Installation of the panel to manage the power are being delayed, which are affecting GMA's completion time, in order to pass testing and receive the required green tag from inspection.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2T42	BSD	W266	LIBF	4310	EB06W266	BON-2020-00013602	\$1,097.60

PROGRAM NO.: EB06W266

COMMODITY CODE:

FINANCING: 2006 General Obligation Bond Fund

### M/WBE INFORMATION

Place an X in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

### CHANGE ORDER DATA

Change Order No.	<u>6</u>	Original CR/AA No.	<u>20-1015</u>
Original CR/AA Date	<u>6/24/2020</u>	Original CR/AA Amount	<u>\$2,882,427.00</u>
Total of Previous Change Orders	<u>\$80,154.53</u>		
Change Amount Including this Order	<u>\$81,252.13</u>		
Total Change Order Percentage	<u>2.82%</u>		

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

Adriana Castaneda (Aug 3, 2021 11:07 CDT)

DATE

Aug 3, 2021



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

210863

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 2021 AUG -6 PM 5:05  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Phoenix 1 Restoration & Construction, Ltd. Vendor No. VC0000003594

Subject: KBHCCD – Job Order Contracting (JOC)

Lead Dept: Convention and Event Services Department

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with Phoenix 1 Restoration & Construction, Ltd. for Job Order Contracting to exercise the first one-year renewal option of three with no additional cost consideration to the City of Dallas.

Contract Number:	CCT-2019-00011000	Contract Term:	8/28/2021	to	8/27/2022
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Background: By CR 19-1228, dated August 28, 2019, a contract was authorized for Job Order Contracting to Brown & Root, Big Sky, Phoenix 1 Restoration, and RS Commercial LLC. The renewal will allow for completion of projects, as well as additional projects without adding funding.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0082	CCT	W431	CE01	3210		CCT-2019-00011000	0.00
		W432					
		W433					
Financing:						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Suppl Agreement Percentage
	SA No. 1	CR-191228	8/28/2019	\$1,375,000.00	0	\$1,375,000.00	0%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*MK*  
  
 Rosa Fleming (Jul 29, 2021 09:17 CDT)  
 By Department Director

*J Zapata*  
  
 Judy Zapata (Jul 29, 2021 10:36 CDT)  
 By City Manager

*ok chump*  
 Approved as to Form by City Attorney Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

210864

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Brown & Root Industrial Services LLC	Vendor No.	VC15293
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Subject: KBHCCD – Job Order Contracting (JOC)

Lead Dept: Convention and Event Services Department

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with Brown & Root Industrial Services LLC for Job Order Contracting to exercise the first one-year renewal option of three with no additional cost consideration to the City of Dallas.

Contract Number:	CCT-2019-00010092	Contract Term:	8/28/2021	to	8/27/2022
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Background: By CR 19-1228, dated August 28, 2019, a contract was authorized for Job Order Contracting to Brown & Root, Big Sky, Phoenix 1 Restoration, and RS Commercial LLC. The renewal will allow for completion of projects, as well as additional projects without adding funding.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0082	CCT	W431	CE01	3210		CCT-2019-00010092
			W432					
			W433					
Financing:							<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	SA No. 1	CR-191228	8/28/2019	\$1,375,000.00	0	\$1,375,000.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Rosa Fleming*  
 Rosa Fleming (Jul 29, 2021 09:17 CDT)  
 By Department Director

*Joey Zapata*  
 Joey Zapata (Jul 29, 2021 10:36 CDT)  
 By City Manager

*AK Chang*  
 Approved as to Form by City Attorney



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

210865

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG -6 PM 5:05  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.

Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes  No

Vendor Name:	Big Sky Construction Company, Inc.	Vendor No.	VS0000016146
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Subject: KBHCCD – Job Order Contracting (JOC)

Lead Dept: Convention and Event Services Department

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with Big Sky Construction Company, Inc. for Job Order Contracting to exercise the first one-year renewal option of three with no additional cost consideration to the City of Dallas.

Contract Number:	CCT-2019-00010999	Contract Term:	8/28/2021	to	8/27/2022
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Background: By CR 19-1228, dated August 28, 2019, a contract was authorized for Job Order Contracting to Brown & Root, Big Sky, Phoenix 1 Restoration, and RS Commercial LLC. The renewal will allow for completion of projects, as well as additional projects without adding funding.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0082	CCT	W431	CE01	3210		CCT-2019-00010999
			W432					
			W433					
Financing:							<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	SA No. 1	CR-191228	8/28/2019	\$1,375,000.00	0	\$1,375,000.00	0%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

Rosa Heming (Jul 29, 2021 09:17 CDT)  
By Department Director

Joey Zapata (Jul 29, 2021 10:36 CDT)  
By City Manager

Approved as to Form by City Attorney



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

210866

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG -6 PM 5:05  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	RS Commercial Construction, LLC	Vendor No.	VS98430
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Subject: KBHCCD – Job Order Contracting (JOC)

Lead Dept: Convention and Event Services Department

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with RS Commercial Construction, LLC for Job Order Contracting to exercise the first one-year renewal option of three with no additional cost consideration to the City of Dallas.

Contract Number:	CCT-2019-00011001	Contract Term:	8/28/2021	to	8/27/2022
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Background: By CR 19-1228, dated August 28, 2019, a contract was authorized for Job Order Contracting to Brown & Root, Big Sky, Phoenix 1 Restoration, and RS Commercial LLC. The renewal will allow for completion of projects, as well as additional projects without adding funding.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0082	CCT	W431	CE01	3210		CCT-2019-00011001	0.00
		W432					
		W433					
Financing:						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	SA No. 1	CR-191228	8/28/2019	\$1,375,000.00	0	\$1,375,000.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director (Jul 29, 2021 09:17 CD1)

Approved as to Form by City Attorney

By City Manager (Jul 29, 2021 10:36 CD1)





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**210867**

EFFECTIVE DATE  
**AUG 6 2021**

### INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
2021 AUG -6 PM 5:15

<b>VENDOR NAME</b>	DDM Construction Corporation	<b>VENDOR NUMBER</b>	VS97675
<b>CONTRACT NAME</b>	S. Hampton Road from Crow Creek Drive to W. Ledbetter Drive PB12S313	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 1 to the construction contract with DDM Construction Corporation for South Hampton Road from Crow Creek Drive to West Ledbetter Drive to cover the cost of the revised signed and sealed traffic control plan and the additional quantity of Item 201, Remove Concrete Drive and Apron, in an amount not to exceed \$12,620.48, which will increase the contract amount from \$1,826,950.00 to \$1,839,570.48. Also, authorize the extension of the contract term to August 31, 2021.

**CONTRACT NUMBER:** PBW-2019-00009773      **CONTRACT TERM:** 06/12/2019 To 08/31/2021

**BACKGROUND**

During construction, it was determined that the contract traffic control plan needs to be revised. This change order will add a new item to cover the cost of the signed and sealed revised traffic control plan. Also, due to the poor condition of existing driveways, the plan quantity of Item 201, Remove Concrete Pavement and Apron needs to be increased so they can be reconstructed in an amount not to exceed \$12,620.48. See Attachment A. Also, forty five (45) calendar days need to be added to the contract term due to utility work during construction.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3U22	PBW	S313	SREC	4510	PB12S313	CX-PBW-2019-00009773	\$12,620.48

PROGRAM NO.: PB12S313      COMMODITY CODE: 91200      FINANCING: 2012 General Obligation Bond Funds

<p><b>M/WBE INFORMATION</b></p> <p>Place an <input type="checkbox"/> in the appropriate boxes:</p> <p><input type="checkbox"/> African-American      <input type="checkbox"/> Hispanic</p> <p>Caucasian: Female <input type="checkbox"/> Male <input type="checkbox"/></p> <p><input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)</p> <p>M/WBE Certification Number: <u>N/A</u></p>	<p><b>CHANGE ORDER DATA</b></p> <p>Change Order No. <u>1</u>      Original CR/AA No. <u>19-0861</u></p> <p>Original CR/AA Date <u>6/12/2019</u>      Original CR/AA Amount <u>\$1,826,950.00</u></p> <p>Total of Previous Change Orders <u>\$0.00</u></p> <p>Change Amount Including this Order <u>\$12,620.48</u></p> <p>Total Change Order Percentage <u>0.69%</u></p>
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**APPROVAL**

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *Robert Perez*      DATE 08/06/21



# ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210868

EFFECTIVE DATE

AUG 6 2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG -9 AM 8:53  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Joe Funk Construction Company, Inc.	<b>VENDOR NUMBER</b>	VS0000015179
<b>CONTRACT NAME</b>	Lake Highlands TOD, ECSD0006	<b>DEPARTMENT</b>	Public Works

### ACTION REQUESTED

Authorize Change Order No. 1 to the construction contract with Joe Funk Construction Company, Inc. for the Lake Highlands TOD Sustainable Development Infrastructure Project (ECSD0006) to add a new Water Service for the north median of Skillman Street, wood bollards and ADA ramp on Merriman Parkway, increase quantity of wrought iron fence, change some tree species and extend the contract term to August 31, 2021 in an amount not to exceed \$49,089.50 increasing the contract price from \$2,467,597.99 to \$2,516,687.49.

<b>CONTRACT NUMBER:</b>	<b>PBW-2018-00007240</b>	<b>CONTRACT TERM:</b>	4/22/2019 To 08/31/2021
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### BACKGROUND

During construction, the Lake Highlands PID requested a new water service to be installed in the north median of Skillman Street to supply the irrigation system, which will be installed by the Lake Highlands PID. Also, it was determined that an ADA ramp needs to be constructed on Merriman Parkway to provide pedestrian access to the proposed trail and wood bollards need to be added to prevent vehicles from entering the proposed trail. The plan quantity of wrought iron fence also needs to be increased to separate a private property from the proposed trail. Per the request from the Park and Recreation Department, some tree species are being replaced with other types to enhance their growth and survival rate. As the project is located within a floodplain, construction activities are adversely impacted with rain events requiring the contract term to be extended to August 31, 2021.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
S250	PBW	P737	SIDI	4510	ECSD0006	CX-PBW-2018-00007240	\$49,089.50

PROGRAM NO.: ECSD0006      COMMODITY CODE: 91200      FINANCING: Lake Highlands Project Fund

### M/WBE INFORMATION

Place an  or  in the appropriate boxes:

African-American       Hispanic  
 Caucasian: Female       Male        
 Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: N/A

### CHANGE ORDER DATA

Change Order No.	1	Original CR/AA No.	18-1249
Original CR/AA Date	9/12/2018	Original CR/AA Amount	\$2,467,597.99
Total of Previous Change Orders			\$0.00
Change Amount Including this Order			\$49,089.50
Total Change Order Percentage			1.99%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *Robert Perez*

DATE 08/06/21



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

2021 AUG -9 AM 8:53

CITY SECRETARY  
DALLAS, TEXAS

February 25, 2021

Tyler Technologies, Inc. (VS000014430)  
Kimberly Germer  
Kimberly.germer@tylertech.com  
888-693-2811 ext. 1549

RE: Electronic eCitation Software,  
Master Agreement MA-DSV-BUZ1003

Dear Ms. Germer,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on April 30, 2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through April 30, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by Monday, March 8, 2021.

- YES, I agree to extend this agreement through April 30, 2022
- NO, I decline to extend this agreement

*Jisel Lopez*  
Jisel Lopez (Mar 4, 2021 17:43 EST)

Mar 4, 2021

Authorized Signature	Date
Jisel Lopez	Senior Corporate Attorney
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

*Eric A. Johnson*

Assistant City Manager/ Chief

*William Zielinski*  
William Zielinski (Feb 25, 2021 13:50 CST)

Director, Information & Technology Services

*Chunmy Chhuan*

Director, Office of Procurement Services

SR

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210948

EFFECTIVE DATE

Aug 11, 2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 11 AM 11:30  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	GMA Construction Group of Texas	<b>VENDOR NUMBER</b>	VC19849
<b>CONTRACT NAME</b>	J. Erik Jonsson Central Library 6 <sup>th</sup> Floor Renovation	<b>DEPARTMENT</b>	MGT - Office of Bond and Construction Management

**ACTION REQUESTED**  
 Authorize an increase to the construction contract with GMA Construction Group of Texas for a change in the scope of work at the J. Erik Jonsson Central Library 6<sup>th</sup> floor renovation project to modify the electrical scope in an amount not to exceed \$1,184.96 increasing the contract from from \$2,963,679.13 to \$2,964,864.09, with no additional calendar days.

**CONTRACT NUMBER:** BON-2020-00013602      **CONTRACT TERM:** 7/31/2020 To 9/10/21

### BACKGROUND

On June 24, 2020, City Council authorized a construction services contract with GMA Construction Group of Texas for the J. Erik Jonsson Central Library 6<sup>th</sup> Floor Renovation with Resolution No. 20-1015. During construction work on the 6th Floor renovation, the library staff requested an additional circuit for the Visionaries exhibit. This requires removal of the floor duct and pulling new wire to the panel. It will also require work in the 5th floor ceiling below.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0001	LIB	5322	LI02	3090	EB06W266	BON-2020-00013602	\$1,184.96

PR0001AM NO.: EB06W266      COMMODITY CODE:      FINANCING: General Fund

### M/WBE INFORMATION

Place an X in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

### CHANGE ORDER DATA

Change Order No. 7      Original CR/AA No. 20-1015

Original CR/AA Date 6/24/2020      Original CR/AA Amount \$2,882,427.00

Total of Previous Change Orders \$81,252.13

Change Amount Including this Order \$82,437.09

Total Change Order Percentage 2.86%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

Adriana Castaneda (Aug 11, 2021 11:23 CDT)

DATE Aug 11, 2021



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210949

EFFECTIVE DATE

Aug 12, 2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 13 PM 4:07  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	J.C. Commercial, Inc.	<b>VENDOR NUMBER</b>	VS0000012563
<b>CONTRACT NAME</b>	Forest Green Branch Library Replacement	<b>DEPARTMENT</b>	MGT - Office of Bond and Construction Management

**ACTION REQUESTED**

Authorize a time extension to the construction services contract with J.C. Commercial, inc. for the Forest Green Library replacement facility completion date, at no cost consideration to the City.

**CONTRACT NUMBER:** BON-2019-00010659      **CONTRACT TERM:** 8/14/2019 To 8/15/2021

**BACKGROUND**

On August 14, 2019 City Council authorized a construction contract with J.C. Commercial, Inc. for the construction of the Forest Green Branch Library replacement facility to be located at 9619 Greenville Ave., by Resolution No. 19-1164. This action will authorize a 30-day extension of the contract time to complete the work due to delay in establishment of new electrical service to this facility.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							<b>\$0.00</b>

PROGRAM NO.: \_\_\_\_\_      COMMODITY CODE: \_\_\_\_\_      FINANCING: \_\_\_\_\_

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female       Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No. 7      Original CR/AA No. 19-1164

Original CR/AA Date 8/14/2019      Original CR/AA Amount \$6,100,366.71

Total of Previous Change Orders \$141,556.43

Change Amount Including this Order \$141,556.43

Total Change Order Percentage 2.32%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

  
 Adriana Castaneda (Aug 12, 2021 17:46 CDT)

DATE

Aug 12, 2021



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
210961
EFFECTIVE DATE
08/16/2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 17 AM 11:54  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Rebcon, Inc.	<b>VENDOR NUMBER</b>	243551
<b>CONTRACT NAME</b>	Tyler Street/Polk Street Two Way Conversion PB06P894	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order Number 3 to the construction contract with Rebcon, Inc. to extend the project completion date 103 days from the original completion date. This action will not increase the dollar amount of the construction contract.

<b>CONTRACT NUMBER:</b>	18-509F	<b>CONTRACT TERM:</b>	3/1/2020 To 7/31/2021
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**BACKGROUND**

Due to multiple utility conflicts that were encountered during construction, the project schedule was delayed. Therefore, it was decided to extend the contract term to be able to pay the contractor for their services.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							0.00

PROGRAM NO.: \_\_\_\_\_ COMMODITY CODE: \_\_\_\_\_ FINANCING: Rebcon - Vendor 243551

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No.	3	Original CR/AA No.	191092
Original CR/AA Date	8/14/2019	Original CR/AA Amount	\$6,442,097.00
Total of Previous Change Orders	\$26,261.90		
Change Amount Including this Order	\$26,261.90		
Total Change Order Percentage	0.60%		

**APPROVAL**

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR	DATE
Robert M. Perez	8/16/21



OFFICE OF PROCUREMENT SERVICES  
VENDOR UPDATE FORM FOR COMPANIES AND INDIVIDUALS

RECEIVED

2021 AUG 17 PM 2: 29

August 12, 2021

CITY SECRETARY  
DALLAS, TEXAS

GSC Enterprises, Inc. dba Fidelity Express  
Jeff Clemmons  
128 Jefferson  
Sulphur Springs, Texas 75482  
jclemmons@fidelityexpress.com  
800-621-8030

RE: CT DWU7231L1900M  
AA/Res: 196250  
Prior Actions: AA 146705

Dear Mr. Clemmons,

Your company is currently providing goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expired on **August 2, 2021**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 1, 2022**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 20, 2021**.

**YES**, GSC Enterprises, Inc. dba Fidelity Express agrees to extend this agreement through **August 1, 2022**.

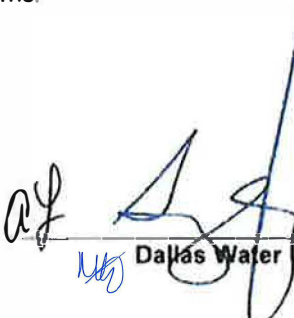
**NO**, GSC Enterprises, Inc. dba Fidelity Express declines to extend this agreement.

	
Authorized Signature	Date
	
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

  
Maria Frosch, Sr. Program Manager (I)  
Dallas Water Utilities, Revenue and Business Services  
maria.frosch@dallascityhall.com  
214-670-1499

  
Dallas Water Utilities Director

Changes to vendor accounts may be completed online at <https://Vendors.DallasCityHall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorRegistrations@DallasCityHall.com](mailto:CODVendorRegistrations@DallasCityHall.com).  
(Name and Tax ID number changes cannot be made online.)



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210963

EFFECTIVE DATE

Aug 11, 2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 18 AM 10:21  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Big Sky Construction Company, Inc	<b>VENDOR NUMBER</b>	VSO000016146
<b>CONTRACT NAME</b>	Aquatic Phase II Bahama Beach, Exline, Harry Stone	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**

Authorize Change Order # 13, an increase in the construction contract with Big Sky Construction Company, Inc in the amount of \$38,869.08, thereby increasing the contract from \$15,584,600.89 to \$15,623,469.97

<b>CONTRACT NUMBER:</b>	PKR-2019-00010413	<b>CONTRACT TERM:</b>	252 Working Days
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**BACKGROUND**

Change Order # 13 consists of the following items  
 Increased scope of work for material and installation of window security screens, additional exterior painting, exterior crown molding and temporary security lighting at Exline Recreation Center (\$39,674.08)  
 All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1000	PKR	VB02	AQFC	4599	PK1TVB02	PKR-2019-00010413	\$39,674.08

PROGRAM NO.: See Program      COMMODITY CODE:      FINANCING: \$39,674.08

<b>M/WBE INFORMATION</b>		<b>CHANGE ORDER DATA</b>	
Place an X in the appropriate boxes.		Change Order No. 13      Original CR/AA No. 19-00081	
<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic	Original CR/AA Date 6/12/2019      Original CR/AA Amount \$14,580,000.00	
Caucasian: Female <input type="checkbox"/> Male <input checked="" type="checkbox"/>		Total of Previous Change Orders \$1,000,600.89/\$15,584,600.89	
<input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)		Change Amount Including this Order \$1,044,274.97/\$15,624,274.97	
M/WBE Certification Number: _____		Total Change Order Percentage 7.16%	

<b>APPROVAL</b>	
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code. BY DEPARTMENT DIRECTOR <u>John Jenkins</u> (Aug 11, 2021 12:00 CDT)	DATE Aug 11, 2021

<u>Calvert Collins-Bratton</u> Calvert Collins-Bratton (Aug 17, 2021 07:43 CDT) Park and Recreation Board Original City Secretary Copy: Including Department	Aug 17, 2021 Date	Attested by: <u>Anthony Becker</u> Anthony Becker, Secretary Park and Recreation Board	Aug 17, 2021 Date
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210964



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

May 10, 2021

2021 AUG 18 PM 12: 03

RNDI Companies, Inc. (520330)	CITY SECRETARY
Diana Cross	DALLAS, TEXAS
1920 Abrams Parkway #164	
Dallas, Texas 75214-6218	
diana@rndicompanies.com	
(214) 771-3977	

RE: Demolition Services (BP1417/POM-2019-00010651)

Dear Diana Cross

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on August 11, 2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through August 10, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by May 14, 2021

- YES, I agree to extend this agreement.
- NO, I decline to extend this agreement.

Diana Cross  
Diana Cross (May 11, 2021 11:03 CDT)

May 11, 2021

Authorized Signature	Date
Diana Cross President	May 11, 2021
Name	Title

Please let me know if you have any questions or concerns.  
Thank you,

Kimberly Franklyn
Buyer III
Office of Procurement Services
kimberly.franklyn@dallascityhall.com
(214) 670-4405

  
Kimberly Chhuan  
Director, Office of Procurement Services

Andrew Espinoza  
Andrew Espinoza (Jul 8, 2021 07:56 CDT)

Director, Department of Code Compliance

Jon Fortune  
Jon Fortune (Aug 18, 2021 11:12 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
210965
EFFECTIVE DATE
8/12/2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 18 PM 3:12  
 CITY SECRETARY  
 DALLAS, TEXAS

VENDOR NAME	C. Green Scaping, LP	VENDOR NUMBER	5143447
CONTRACT NAME	City Hall Median Renovation	DEPARTMENT	Park and Recreation

**ACTION REQUESTED**

Authorize Change Order # 1, an increase in the construction contract with C. Greens Scaping, LP. in the amount of \$20,566.25; thereby increasing the contract from \$290,511.40 to \$331,077.65.

CONTRACT NUMBER:	PKR-2020-00015823	CONTRACT TERM:	120 Working Days To 120 Working Days
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**BACKGROUND**

Change Order # 1 consists of the following items:

Substitute A588 "Corten" weathering steel for A36 steel currently specified for steel planter walls to increase longevity and decrease long term maintenance.

Proposal Attached.

All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0001	PKR	5002		3070		PKR-2020-00015823	\$20,566.25

PROGRAM NO.: See Program      COMMODITY CODE:      FINANCING: Maria Martinez 8/9/2021 rmb

**M/WBE INFORMATION**

Place an "X" in the appropriate boxes:

African-American     Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No. 1      Original CR/AA No. CC-21-0713

Original CR/AA Date 6/15/2021      Original CR/AA Amount \$290,511.40

Total of Previous Change Orders NA

Change Amount including this Order \$20,566.25

Total Change Order Percentage 7.08%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR	DATE
 Calvert Collins-Bratten President	Aug 12, 2021 Aug 17, 2021

Anthony Becker  
 City of Dallas



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210966

EFFECTIVE DATE

AUG 23 2021

### INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 JS  
 2021 AUG 23 PM 8:20  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	West Texas Rebar Placers Inc.	<b>VENDOR NUMBER</b>	V80000012828A
<b>CONTRACT NAME</b>	Alley Reconstruction group 17-10001	<b>DEPARTMENT</b>	Department of Public Works

### ACTION REQUESTED

Authorize Change Order Number 2 to the contract with West Texas Rebar Placers, Inc. for Alley Reconstruction Group 17-10001. This is a zero dollar change order and will not increase the contract amount of \$1,260,805.00

<b>CONTRACT NUMBER:</b>	PBW-2019-00011522	<b>CONTRACT TERM:</b>	December 2019 To September 2021
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### BACKGROUND

Administrative Change Order #21-0803 was approved on 06/02/2021 authorizing West Texas Rebar Placers, Inc. to charge for additional construction items, provide the relocation of conflicting underground utilities with additional paving. The schedule that was used to describe the alley between Greensprint Drive & Church Road labeled Schedule C was an error. The correct label for said alley should be Schedule D. This ACO will not change the contract amount. This Administrative Change Order supersedes ACO #21-0803.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							0.00

PROGRAM NO.:	COMMODITY CODE:	FINANCING:
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### M/WBE INFORMATION

Place an  or  in the appropriate boxes:

<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic
Caucasian: Female <input type="checkbox"/>	Male <input type="checkbox"/>
<input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)	

M/WBE Certification Number: \_\_\_\_\_

### CHANGE ORDER DATA

Change Order No.	<u>2</u>	Original CR/AA No.	<u>19-1872</u>
Original CR/AA Date	<u>12/11/2019</u>	Original CR/AA Amount	<u>\$1,260,805.00</u>
Total of Previous Change Orders	<u>\$0.00</u>		
Change Amount Including this Order	<u>\$0.00</u>		
Total Change Order Percentage	<u>0.00%</u>		

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

*Robert M. Perez*

DATE

8/23/21



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
210967
EFFECTIVE DATE
8/19/21

### INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 24 AM 8:38  
 CITY SECRETAR  
 DALLAS, TEXA

VENDOR NAME	Gibson & Associates, Inc.	VENDOR NUMBER	VS0000022657
CONTRACT NAME	Cedar Springs Road - PB12S391	DEPARTMENT	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 7 to the construction contract with Gibson & Associates, Inc. for Cedar Springs Road from Douglas Avenue to Oak Lawn Avenue in the amount of \$33,412.00. This action will increase the contract amount from \$1,527,923.63 to \$1,561,335.63.

CONTRACT NUMBER:	PBW-2019-00010295	CONTRACT TERM:	6/26/2019 To 11/30/2021
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**BACKGROUND**

Due to high pedestrian traffic, the concrete staining on the sidewalk areas within the plaza at Throckmorton St, the gateway monument at Douglas Ave and other areas along Cedar Springs Rd have faded considerably and needs to be corrected. This action will replace the faded stained sidewalk with integral colored concrete staining. All items needed for this change order are included in the attachment.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3U22	PBW	S391	CPST	4510	PB12S391	CX-PBW-2019-00010295	\$33,412.00

PROGRAM NO.:	PB12S391	COMMODITY CODE:		FINANCING:	2012 Bond Program
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**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No. 7 Original CR/AA No. 19-0987

Original CR/AA Date 6/26/2019 Original CR/AA Amount \$1,375,735.16

Total of Previous Change Orders \$152,188.47

Change Amount Including this Order \$185,600.47

Total Change Order Percentage 13.5%

904E BB CTN

**APPROVAL**

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR	DATE
<i>Robert Perez</i>	8/19/21



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

210968

EFFECTIVE DATE

7/28/21

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Texas Commission on Environmental Quality (TCEQ) Vendor No. \_\_\_\_\_

Subject: Amendment No. 8 to Contract 582-18-80089

Lead Dept: Office on Environmental Quality and Sustainability (OEQS)

Action Requested: Authorize Amendment No. 8 to Contract 582-18-80089, since this is a two year contact any funds not used in the first year of the contract can be "carried over" to the next year. The contract amount remains the same.

Contract Number:	OEQ-2019-00010825	Contract Term:	September 1, 2019	to	August 30, 2021
------------------	-------------------	----------------	-------------------	----	-----------------

Background: Amendment 8 to Contract 582-18-80089 authorizes the EQS Ambient Air Pollution Monitoring Program to deploy a new air monitoring site in the southern sector of Dallas that will monitor both particulate matter of 2.5 micrometers or less in diameter (PM2.5) and particulate matter of 10 micrometers or less in diameter (PM10). The site will be named Dallas Pilgrim Drive. The data will be used to evaluate air quality in the Bonton Community and surrounding neighborhoods, including the Joppa community. This site addition has been approved by the Environmental Protection Agency and the Texas Commission On Environmental Quality.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
NA	OEQS	4241	NA	NA	NA	- NA	\$0.00
Financing:							0.00
TOTAL:							0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Jul 28, 2021

Date

By City Manager

  
Michael Doss (Aug 2, 2021 09:16 CDT)

Approved as to Form by City Attorney

Jul 28, 2021

Date

Aug 2, 2021

Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

210969

EFFECTIVE DATE

Aug 24, 2021

### INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes  No

RECEIVED  
 2021 AUG 24 PM 12:02  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Schindler Elevator Corporation	<b>VENDOR NUMBER</b>	259768
<b>CONTRACT NAME</b>	J. Erik Jonsson Central Library Elevator Modernization	<b>DEPARTMENT</b>	MGT-Office of Bond and Construction Management

### ACTION REQUESTED

Authorize an extension to the contract terms with Schindler Elevator Corporation for the J. Erik Jonsson Central Library elevator modernization. This action results in no cost change to the contract.

**CONTRACT NUMBER:** BON-2019-00011478      **CONTRACT TERM:** 1/8/2020 To 9/20/2021

### BACKGROUND

On October 23, 2019 City Council authorized a construction services contract with Schindler Elevator Corporation for the J. Erik Jonsson Central Library Elevator Modernization with Resolution No. 19-1641. An extension to the contract is needed to schedule the State Inspection of the four new public elevators and one staff elevator. State inspection not available until the first week in September. Final inspection is needed of four public elevators and for the maintenance of the staff elevator, to ensure it is operational before service is returned back to the City's elevator maintenance vendor. The warranty period will not begin until all items are completed.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							<b>\$0.00</b>

PROGRAM NO.: \_\_\_\_\_ COMMODITY CODE: \_\_\_\_\_ FINANCING: \_\_\_\_\_

### M/WBE INFORMATION

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: \_\_\_\_\_

### CHANGE ORDER DATA

Change Order No. 5 Original CR/AA No. 19-1641  
 Original CR/AA Date 10/23/2019 Original CR/AA Amount \$936,101.00  
 Total of Previous Change Orders \$9,736.00  
 Change Amount Including this Order \$9,736.00  
 Total Change Order Percentage 0%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR Adriana Castaneda  
Adriana Castaneda (Aug 24, 2021 11:28 CDT)

DATE  
 Aug 24, 2021



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

211055

EFFECTIVE DATE

Aug 26, 2021

### INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 31 PM 3:49  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Azteca Enterprises, Inc.	<b>VENDOR NUMBER</b>	VS0000038315
<b>CONTRACT NAME</b>	Fair Park Coliseum Facility Improvements	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order No. 8 to the construction contract with Azteca Enterprises, Inc. for construction services at the Fair Park Coliseum, located at 1438 Coliseum Drive, in the amount of \$15,967.75: thereby increasing the contract from \$11,324,232.24 to \$11,340,199.99

<b>CONTRACT NUMBER:</b> PKR-2019-00011385	<b>CONTRACT TERM:</b> 9/17/2021 To 12/31/2021
---	---

**BACKGROUND**  
 This change order consists of installation of new masonry pilasters, seating signage, roof drain repair, concrete paving, door hardware, painting and insulation. The contractor's proposal, dated 7/8/2021, is attached. All changes are requested by the City of Dallas Park and Recreation Department. The Contract Time will be extended by 105 days

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V02	PKR	VC06	FPRK	4310	PK17VC06	PKR-2019-00011385	\$15,967.75

PROGRAM NO.: See Program      COMMODITY CODE: 90640      FINANCING: *Maria Martinez* 7/30/2021 *EMB*

**M/WBE INFORMATION**  
 Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: HMMB75976N0121

**CHANGE ORDER DATA**

Change Order No.	8	Original CR/AA No.	20-0370
Original CR/AA Date	2/26/2020	Original CR/AA Amount	\$10,042,531.00
Total of Previous Change Orders	\$1,281,701.24/ \$11,324,232.24		
Change Amount Including this Order	\$1,297,668.99/ \$11,340,199.99		
Total Change Order Percentage	12.92%		

*R. Trent Williams* 07/13/2021      **APPROVAL**

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *John Jenkins* (Aug 26, 2021 18:51 CDT)      DATE Aug 26, 2021

*Calvert Collins-Bratton*      Aug 27, 2021  
 Calvert Collins-Bratton, President      Date  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department

Attested by: *Anthony Becker*      Aug 30, 2021  
 Anthony Becker, Secretary      Date  
 Park and Recreation Board

RECEIVED

211057

2021 AUG 31 AM 11:11

CITY SECRETARY  
DALLAS, TEXAS



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

July 16, 2021

Grant Sales, Inc.  
Melissa Garrett  
1701 Capital Ave  
Plano, TX 75074  
mggarrett@grantsales.com  
214 869-0811

RE: Automotive Car Wash Rental (BRZ1232)

Dear Melissa Garrett

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 7/31/2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 1/31/2022, or until the funds are depleted, whichever is sooner.

By agreeing to the extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 7/16/2021

- YES, I agree to extend this agreement.
- NO, I decline to extend this agreement.

Melissa Garrett  
Melissa B Garrett  
Name

07/30/21  
Date  
President  
Title

Please let me know if you have any questions or concerns

Thank you,

Cherry Chiles

Doug Swain  
Sr. Buyer  
Office of Procurement Services  
doug@cityofdallas.org  
214-671-5820

Director, Office of Procurement Services

Jory Zapata  
Jory Zapata Aug 30, 2021 11:52 CDT

Assistant City Manager/CMA

Director,

Changes to supplier accounts may be completed online at <https://vendors.dallascityhall.com>.  
(Name and Tax ID number changes cannot be made online.)



RECEIVED 211058



City of Dallas

OFFICE OF PROCUREMENT SERVICES 2021 AUG 31 PM 12:30  
EXTENSION REQUEST LETTER

CITY SECRETARY  
DALLAS, TEXAS

July 16, 2021

Pro Tech Service Co., LLC

Ralph Nasca

1702 S. Hwy 121, Ste 406

Lewisville, TX 75067

rnasca@protechsc.com

972-221-1107

RE: Automotive Car Wash Rental (BRZ1232)

Dear Ralph Nasca

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 7/1/2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 1/31/2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 7/16/2021

- YES, I agree to extend this agreement.
- NO, I decline to extend this agreement.

*Ralph Nasca*  
Ralph Nasca (Jul 16, 2021 15:11 CDT)

Jul 16, 2021

Authorized Signature  
Ralph Nasca

Manager

Date

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Doug Shelton

Sr. Buyer

Office of Procurement Services

douglas.shelton@dallascityhall.com

214-671-9820

*Chhunny Chhuan*

*NY* Director, Office of Procurement Services

*Jory Zapata*  
Jory Zapata (Aug 30, 2021 16:57 CDT)

Assistant City Manager/Chief

Director, *Denzell Gijson*

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215925

EFFECTIVE DATE

12/9/2020 sws

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2020 AUG -2 AM 11:50  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: ProQuest, LLC. Vendor No. VS\*20264

Subject: Online Access to PressReader

Lead Dept: Library

Action Requested: Authorize ratification of payment to ProQuest for online web access subscription to PressReader.

Contract Number:	LIB-2020-00012578	Contract Term:	10/01/2019	to	9/30/2020
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Background: PressReader, exclusively from ProQuest, allows library customers same-day online access to over 1,000 world-wide newspapers and magazines.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3341		- LIB-2020-00012578	\$30,000.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$30,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

MJ Giudice  
 MJ Giudice (Dec 9, 2020 14:37 CST)  
 By Department Director

Christina Isevoukas  
 Christina Isevoukas (Aug 2, 2021 09:07 CDT)  
 Approved as to Form by City Attorney

Joey Zapata  
 Joey Zapata (Dec 9, 2020 16:31 EST)  
 By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215926

EFFECTIVE DATE

Jun 22, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 2 PM 1:10  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Texas Scenic Co. Vendor No. VS0000032730

Subject: Moody Performance Hall and Majestic Theater Rigging and Automation Inspections & Preventative Maintenance

Lead Dept: Office of Arts and Culture

Action Requested: Authorize a contract with Texas Scenic Co. to provide on-site inspections and preventative maintenance to the rigging and automation systems, in an amount not to exceed \$36,500.00 for no more than 3 years.

Contract Number: OCA-2021-00016842 Contract Term: 07/01/2021 to 06/30/2024

Background: The rigging and automation systems at the cultural venues require annual inspections, preventative maintenance, and any repairs performed by a certified rigging technician. This contract is for work at Moody Performance Hall and Majestic Theater.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0671	OCA	W130	CULF	3210		MASC OCA-2021-00016842	\$36,500.00
						-	
						-	
Financing: Capital Construction Fund						<b>TOTAL:</b>	\$36,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps (Jun 22, 2021 13:23 CDT)  
 AMG  
 By Department Director

Jun 22, 2021  
 Date

Scott Bray  
 Approved as to Form by City Attorney  
 Jul 21, 2021  
 Date

Joey Zapata (Jun 22, 2021 13:24 CDT)  
 By City Manager

Jun 22, 2021  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

215927

### EFFECTIVE DATE

Jul 9, 2021

RECEIVED  
2021 AUG 2 PM 2:54  
CITY SECRETARY  
DALLAS, TEXAS

**1. Place an "X" in the appropriate box for the approval of:**

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor: BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES Vendor No. \_\_\_\_\_

Subject: MEMORANDUM OF UNDERSTANDING WITH BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES (ATF)

Lead Dept: Dallas Police Department (DPD)

Action Requested: To authorize Memorandum of Understanding with ATF and Dallas Police Department to provide maintenance for MATCHPOINT SYSTEM.

Contract Number: DPD-2021-00016979 to \_\_\_\_\_

Background: The MATCHPOINT Analysis System allows for immediate searching of potential NIBIN leads of fired cartridges cases from crime scenes. Having this capability will give the Dallas Police Department a much faster turn around time of NIBIN leads for critical cases that require immediate assistance. ATF is giving the DPD the MATCHPOINT Analysis Station and (3) years of maintenance free of charge. The police department will be required to incur maintenance charges starting in the Summer/Fall of 2024.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							0.00
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

7/8/21  
Date

*[Signature]*  
Michael Ooss (Jul 9, 2021 11:13 CDT)  
Approved as to Form by City Attorney *[Signature]* MD  
Date Jul 9, 2021

*[Signature]*  
Jon Fortune (Jul 9, 2021 11:09 CDT)

By City Manager Date Jul 9, 2021



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**215928**  
**EFFECTIVE DATE**  
**JUL -6 2021**

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG -2 PM 3:03  
 CITY SECRETARY  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Matrix Consulting Group, Ltd. Vendor No. VS0000003695

Subject: Contract Amendment

Lead Dept: Office of Budget and Management Services

Action Requested: Authorize Supplemental Agreement No. 1 to amend Section 5 of the contract. No cost consideration.

Contract Number:	BMS-2020-00013216	Contract Term:	N/A	to	N/A
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Background: City Council authorized a service contract for Citywide Central Services Cost Allocation Plan and Departmental Indirect Cost Rate for the Office of Budget for a term of four years, in an amount not to exceed \$109,500 on October 13, 2020. This action will correct an error in the numerical contract amount in Section 5 of the Contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	20-1556	10/13/2020	\$109,500	\$0.00	\$109,500	0%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

By Department Director Date Jul 6, 2021

Approved as to Form by City Attorney Date Jul 27, 2021

By City Manager Date Jul 6, 2021



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215929

EFFECTIVE DATE

Jul 28, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG -3 PM 2:18  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	Corona Solutions	Supplier No.	335538
Subject:	Corona OF Deploy Staffing Software		
Lead Dept:	Information & Technology Services		

Action Requested: Authorize a services contract for maintenance and support of the Ops Force Deploy staffing resource software and SafeLynx devices used by the Dallas Police Department (DPD).

Contract Number:	DSV-2021-00017043	Contract Term:	10/1/2021	to	9/30/2026
------------------	-------------------	----------------	-----------	----	-----------

Background: DPD patrol command staff use the OF Deploy staffing software to schedule officers to patrol shifts and track manpower. The SafeLynx electronic device transmits call data between the Computer-Aided Dispatch (CAD) report server and the department for patrol staffing. This automates the process of extracting, encrypting, and delivering CAD data and makes it immediately accessible in the Ops Force Deploy software, decreasing the time officers would have to manually load this information. Corona Solutions is the sole-source provider of these services.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1675		3438		MASC DSV-2021-00017043	\$45,000.00
						-	
						-	
Financing: Data Services Fund						TOTAL:	\$45,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

William Zielinski (Jul 12, 2021 07:12 CDT)

Jul 12, 2021  
Date

Don Knight (Aug 3, 2021 11:07 CDT)

Aug 3, 2021  
Date

By Department Director

Approved as to Form by City Attorney

Joey Zapala (Jul 28, 2021 08:40 CDT)

Jul 28, 2021  
Date

DK

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

# 215930

### EFFECTIVE DATE

Jul 21, 2021

RECEIVED  
2021 AUG -3 PM 2:25  
CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TSIT Engineering and Consulting, LLC Vendor No. VS0000070143

Subject: Material Testing-Alley Group 17-9001 Package B Department: Public Works Department

Action Requested: Authorize an Administrative Action for Engineering Services Contract with TSIT Engineering and Consulting, LLC., in an amount not to exceed \$32,686.26 to provide Construction Materials Testing during Reconstruction of Alley Group 17-9001, Package B

Contract Number: PBW-2021-00016503 Contract Term: 7/31/2021 To 7/31/2023

Background: This AA is required to provide the Construction Material Testing required for each Capital Construction Project. Professional Solicitation #CIZ1917-2020 has provided a Short List of qualified Firms to provide these service and TSIT Engineering and Consulting, LLC., is the most qualified for this project.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
						SEE ATTACHED	
<b>TOTAL:</b>							<b>\$32,686.26</b>

Project No: Commodity Code: Financing: 2017Bond Program

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Rosa Paez*  
By Department Director DATE Jul 21, 2021

*Christine Lanners*  
Christine Lanners (Aug 3, 2021 13:34 CDT)  
Approved as to form by City Attorney DATE Aug 3, 2021

By Assistant City Manager DATE Jul 21, 2021



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215931

EFFECTIVE DATE

JUL 16 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG -4 AM 8:14  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Llano River Fence Company, LLC Supplier No. VC0000010889

Subject: Tennis Centers Windscreen Repairs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$29,725.00 for Llano River Fence Company, LLC. The vendor will provide services in removing existing damaged windscreen fabric, reattaching loose windscreens, and replacing damaged windscreens on the courts needing repairs at the four City of Dallas Tennis Centers.  
Contact: Melissa De La Cruz, Business Manager II (214) 670-8533

Contract Number: MASC PKR-2021-00017120 Contract Term: 8/1/2021 to 7/30/2022

Background: The City of Dallas Tennis Centers have a total of 67 courts which require windscreens to block the wind during tennis play. Due to budget constraints, the majority of the court's windscreens have not been repaired or replaced in several years. These windscreens have received significant weather-related damage, which resulted in several windscreens and fences that need to be replaced or repaired. The vendor will repair or install and replace windscreens on various courts at Kiest, Fretz, Samuel Grand, and LB Houston Tennis Centers.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/passcmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5271	N/A	3210	N/A	MASC PKR-2021-00017120	\$29,725.00	
Financing:							TOTAL:	\$29,725.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins  
John Jenkins (Jul 16, 2021 12:36 CDT)

By Department Director

Jul 16, 2021

Date

Joey Zapata  
Joey Zapata (Jul 16, 2021 12:57 CDT)

By City Manager

Jul 16, 2021

Date

[Signature]  
Approved as to Form by City Attorney  
Aug 2, 2021  
Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215932

EFFECTIVE DATE

AUG 3 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG -4 AM 10:18  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Global ARFF Services, LLC	Vendor No.	VC16417
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Subject: ARFF Annual Input Based Foam Testing and Dry Chemical Testing

Lead Dept: Dallas Fire Rescue

Action Requested: Authorize the ratification of expenditures for services performed in August of 2020 in the amount of \$9,637.50 for Annual Input Based Foam Testing and Dry Chemical Testing to be performed on DFR's Five (5) ARFF Apparatus.

Contract Number:	DFD-2021-00017048	Contract Term:		to	
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Background: On 8-26-20 Global ARFF Services, LLC (VC16417) performed input based foam testing and dry chemical testing to DFR's five Aircraft Rescue and Firefighting (ARFF) apparatus. Input based foam testing is required to be performed annually in order to maintain compliance with Texas Commission on Fire Protection (TCFP).

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	DFR	HS21		3099		-	\$9,637.50
							-	
							-	
	Financing: General						TOTAL:	\$9,637.50

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Dominique Artis (Aug 3, 2021 10:18 CDT)  
 By Department Director

Aug 3, 2021  
 Date

Don Knight (Aug 3, 2021 7:18 CDT)  
 Approved as to Form by City Attorney

Aug 3, 2021  
 Date

Jon Fortune (Aug 3, 2021 16:27 CDT)  
 By City Manager

Aug 3, 2021  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215933

EFFECTIVE DATE

Aug 3, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG-4 AM 10:34  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>VENDOR</b>	TEXAS DEPARTMENT OF PUBLIC SAFETY (DPS)	<b>Vendor No.</b>	124919
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**Subject:** TLETS Agency Equipment Agreement

**Lead Dept:** Dallas Police Department

**Action Requested:** Authorize the execution of TLETS Agency /Equipment Agreement between the Texas Department of Public Safety and the City of Dallas through the Dallas Police Department which outlines each parties responsibilities

<b>Contract Number:</b>	DPD-2021-00016900		to	
-------------------------	-------------------	--	----	--

**Background:** This agreement encompasses the provision of criminal Justice Information Systems (CJIS) information from the Texas Department of Public Safety (TxDPS) to the Dallas Police Department. The U.S. Department of Justice through the FBI owns and operates the CJIS system nationwide. The FBI designates one agency in each state to be responsible for the provision of CJIS services to criminal justice agencies within the state. In Texas, that designated agency is TXDPS. In order for TXDPS to utilize the system, it must enter into an agreement with the FBI in which it agrees to abide by and adhere to CJIS rules and regulations. TXDPS, in turn, provides CJIS services in which DPD agrees to abide by and adhere to all CJIS regulations. This agreement may be terminated by either party upon 30 days' notice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<p><i>[Signature]</i>          By Department Director          Date: 7/30/21</p>	<p><i>[Signature]</i>          Michael Doss (Aug 4, 2021 10:04 CDT)          Approved as to Form by City Attorney          Date: Aug 3, 2021</p>	<p>Aug 4, 2021          Date</p> <p><i>[Signature]</i>          MD          Date</p>
<p><i>[Signature]</i>          Jon Fortune (Aug 3, 2021 16:16 CDT)          By City Manager</p>	<p>Aug 3, 2021          Date</p>	

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <b>215934</b>
		<b>EFFECTIVE DATE</b>
		07/06/2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG -4 AM 11:52  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Weaver and Tidwell Vendor No. VS96896

Subject: ITS Audit of Incident Response

Lead Dept: City Auditor's Office (AUD)

Action Requested: Amending the Contract to incorporate a Confidentiality Agreement and required information security exhibits. Security Exhibits provided by Information Technology Services.

Contract Number: MA AUD AUD-2020-00012942 Contract Term: 10/15/2020 to 10/14/2025

Background:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	AUD	1210	AU01	3070		-	
						-	
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 July 6, 2021  Aug 2, 2021  
 By Department Director Date Approved as to Form by City Attorney Date

**TC Broadnax**  
 Digitally signed by TC Broadnax  
 Date: 2021.07.26 13:01:50 -05'00'  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215935

EFFECTIVE DATE

07 - 21 - 2021

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
21 JUN 21 PM 2:06

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	AG Commercial Management LLC (PACE Project Name)	Vendor No.	
--------------	--	------------	--

**Subject:** Authorize execution of Lender Contract, Owner Contract, and Notice of Contractual Assessment Lien for AG Commercial Management LLC PACE Project located 6510 Abrams Road

**Lead Dept:** Office of Economic Development

**Action Requested:** Execute Lender Contract, Owner Contract, and Notice of Contractual Assessment Lien for the AG Commercial Management LLC Project pursuant to the City's Property Assessed Clean Energy (PACE) Program (as authorized by Resolution No. 16-0721)

Contract Number:	ECO-2021-00017018	Contract Term:	July 23, 2021	To	July 23, 2046
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**Background:** The Dallas PACE Program allows owners of commercial properties to obtain low-cost, long-term loans for energy-efficiency improvements. Property owners choose 3<sup>rd</sup>-party lending to finance qualified improvements using contractual assessments voluntarily imposed on the property by the owner. In exchange for funds provided by the lender for the improvements, the property owner requests that the City place an assessment secured with a senior lien on the property until the assessment is paid in full.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>								
<b>Financing:</b>								0

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robin Brantley*

By Department Director

Jul 21, 2021

Date

*Edna A. Johnson*

By City Manager

*[Signature]*

Approved as to Form by City Attorney

7-21-2021

Date

07-22-2021

Date

215936

Memorandum

RECEIVED

2021 NOV 17 PM 12: 56

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE 11/17/2021

TO Billierae Johnson  
City Secretary

SUBJECT Correction to AA 21-5936

The Administrative Action was approved on 03/29/21 authorize Supplemental Agreement #3 to contract number 20-1545 with Vogel Alcove to increase the contract by \$12,500 from \$100,000 to \$112,500, to allow them to provide childcare assistance to an additional 32 homeless children.

Change(s) is/are needed to correct (select all applicable):

Typo  Financial/funding information  Obvious error from CR context

Administrative Action funding section should read as follows:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE No.	AMOUNT
CD20	MGT	466E		3070		OCC-2019-0001370	\$12,500

The correction is made to the Unit number.

Department: Office of Community Care

Director (or designee.):  Nov 17, 2021  
Jessica Galleshaw (Nov 17, 2021 12:10 CST) Date  
 Signature  
Jessica Galleshaw  
 Print Name

Attachment for reference: Administrative Action No. 21-5936 and if applicable, previous correction memo(s)

OFS:  Approved  Denied Is ATT Approval Needed?  Y  N

OFS:  Nov 17, 2021  
 Signature Date

Ausencio Vicente  
 Print Name

ATT:  Approved  Denied

Assistant City Attorney: \_\_\_\_\_


*8 11/17/21*

Signature

Date 215936

---

Print Name

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the <b>City Secretary's Office to receive an official file stamp.</b>	215936
		EFFECTIVE DATE
		March 29, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input checked="" type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 MAR 29 PM 2:04  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Vendor Name:	Vogel Alcove	Vendor No.	269533
--------------	--------------	------------	--------

Subject:	Early Childhood and Out-of-School Time Services Contract
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Lead Dept:	MGT - Office of Community Care
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Action Requested:	Authorize Supplemental Agreement No. 3 to contract number 20-1545 with Vogel Alcove to increase the contract by <u>\$12,500.00</u> from <u>\$100,000</u> to <u>\$112,500.00</u> , to allow them to provide childcare assistance to an additional 32 homeless children.
-------------------	--

Contract Number:	OCC-2019-00011370	Contract Term:	10/1/2020	to	09/30/2021
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**Background:** Vogel Alcove has been serving homeless families in the Dallas area, since 1986. Currently, they have the capacity to serve up to 200 young children and K-5 students daily. Their purpose is to help families in Dallas affected by homelessness enhance their lives. It does so by serving as the city's only no-cost early childhood education program for children experiencing various traumas associated with unstable housing.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD20	MGT	410E		3070		OCC-2019-0001370	\$12,500.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$12,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	20-5259	11-19-2019	\$50,000	\$50,000	\$112,500	25% (of \$50K)

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


Jessica Gallesshaw  
 Jessica Gallesshaw (Mar 26, 2021 08:38 CDT)  
 By Department Director

Mar 26, 2021  
 \_\_\_\_\_  
 Date

MPS  
 Approved as to Form by City Attorney  
 \_\_\_\_\_  
 Date

Vincent B. [Signature]  
 By City Manager

Mar 29, 2021  
 \_\_\_\_\_  
 Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
		<h1>215937</h1>
	<b>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	<b>EFFECTIVE DATE</b>
	<b>July 1, 2021</b>	

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Angel Air Conditioning and Refrigeration LLC - Contractor <b>Clorinda Martinez</b> - Homeowner	<b>Vendor No.</b>	VC0000009360
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**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute agreement for payment for Home Improvement and Preservation Program project at property address 10833 Ruth Ann Dr, Dallas, Texas 75228 in the amount of \$37,940.00 and lead based paint grant amount of \$8,350.00 in CDBG funds will be utilized for this project.




<b>Contract Number:</b>	HOU-2021-00016386	<b>Contract Term:</b>	Effective date of this AA	to	08/31/2021
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**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing. Homeowner is **Clorinda Martinez**.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 David Noguera By Department Director	Jul 1, 2021 Date	 Scott Bray Approved as to Form by City Attorney	Aug 4, 2021 Date
 Qui A. Johnson By City Manager	Jul 1, 2021 Date		





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215938

EFFECTIVE DATE

JUN 16 2021

**1. Place an "X" in the appropriate box for the approval of:**

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG -4 PM 4:37  
CITY SECRETARY  
DALLAS, TEXAS

**2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.**  Yes  No

**3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.**  Yes  No

**4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?**  Yes  No

**Vendor Name:** Ricondo & Associates, Inc. **Vendor No.:** VS0000066926

**Subject:** On-call airport planning and advisory services - Supplemental Agreement #1

**Lead Dept:** Department of Aviation

**Action Requested:** Authorize Supplemental Agreement No. 1 to Ricondo & Associates, Inc. professional contract to extend the original contract duration for 6 months so that the contract end date will be moved from 9/30/2021 to 3/31/2022.

<b>Contract Number:</b>	AVI-2018-00005207	<b>Contract Term:</b>	2/28/2018	to	3/31/2022
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**Background:** Ricondo & Associates Inc. was awarded a consultant contract on 2/28/2018 by Council Resolution No. 18-0326 to provide on-call airport planning and advisory services for Dallas Airport System (Dallas Love Field, Dallas Executive and Dallas Vertiport)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0131	AVI	1725	AAIP	3070	AV1725	CX AVI-2018-00005207	\$0.00	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	\$0.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-0326	2/28/2018	\$3,500,000.00	\$0.00	\$3,500,000.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 06/16/2021  
Date

Michael Doss (Aug 4, 2021 14:53 CDT)  
Approved as to Form by City Attorney Aug 4, 2021  
Date

By City Manager 06/16/2021  
Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b> <span style="font-size: 2em;">215939</span>
	<b>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	<b>EFFECTIVE DATE</b> 07/28/2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Alycia Haynes	<b>Vendor No.:</b>	
<b>Subject:</b>	Dallas Homebuyer Assistance Targeted Homebuyer Incentive Program (DHAP)		
<b>Lead Dept:</b>	Housing & Neighborhood Revitalization		

<b>Action Requested:</b>	Execution of a Homebuyer Written Agreement for down payment assistance pursuant to DHAP.						
	<b>Contract Number:</b>	HOU-2021-00017126	<b>Contract Term:</b>		<b>to</b>		

**Background:** Ms. Haynes was approved for purchase of property at 5031 Cedar Springs Rd. Unit 101, Dallas, TX. 75235 using General Funds (\$45,000.00) funding for the homebuyer assistance. The City provided the DHAP program pursuant to Council Resolution 20-1220 on August 26, 2020 to provide homebuyer assistance to households with income between 60 % to 120% of the area median income for the Targeted Homebuyer Incentive Program. Funding has been appropriated under a prior resolution (General Funds).

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
								-	0.00
							-	0.00	
							-	0.00	
	<b>Financing:</b>							<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<i>David Noguera</i> _____ By Department Director	Jul 27, 2021 _____ Date	<i>MPS</i> _____ Approved as to Form by City Attorney	Jul 29, 2021 _____ MS Date
 <i>Qui A. Johnson</i> _____ By City Manager	 Jul 28, 2021 _____ Date		

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b> <span style="font-size: 2em;">215940</span>
		<b>EFFECTIVE DATE</b> August 2, 2021 <small>7021</small>
	<b>See Administrative Directive 4-05 for additional guidelines and routing.</b> <b>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	

RECEIVED  
 2021 AUG -5 PM 1:07  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	<b>Atilano Torres DBA Torres Construction - Contractor</b> <b>Mary Fleming - Homeowner</b>	<b>Vendor No.</b>	<b>337798</b>
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**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 3627 Carpenter Avenue, Dallas, Texas 75210 in a loan amount of \$39,889.00 and lead based paint grant amount of \$4,361.00 in CDBG funds. Funds have been appropriated by a prior City Council resolution.

<b>Contract Number:</b>	HOU-2021-00015671	<b>Contract Term:</b>	Effective date of this AA	to	08/31/2021
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**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							0%

*Nty* **APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<i>David Noguera</i>	Jul 27, 2021	<i>MPS</i>	Aug 5, 2021
By Department Director	Date	Approved as to Form by City Attorney	MS Date
	<i>Qui A. Johnson</i>	Aug 2, 2021	
	By City Manager	Date	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215941

EFFECTIVE DATE

05/18/2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG -5 PM 1:07  
CITY SECRETARY  
DALLAS, TEXA

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Consumer and Market Insights Vendor No. VS0000024626

Subject: COVID Research Survey

Lead Dept: AVI

Action Requested: Authorize ratification of the invoice payment to Consumer and Market Insights for surveys conducted for passengers traveling through Dallas Love Field during the COVID Pandemic. Services rendered 7/9/2020 -7/9/2021.

Contract Number: AVI-2021-00016394 Contract Term: to

Background: The department made several improvements/changes during the COVID-19 pandemic. To gage our customer's experience as the travel industry resumed, we requested that an additional survey insert be added to the existing survey that Consumer Marketing Insights (CMI) currently handles for DAL and submits to Airports Council International (ACI) that qualifies us for awards through Airport Service Quality (ASQ). Amount of invoice \$12,400.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
130	AVI	7710	AV11	3099		CX AVI-2021-00016394	\$12,400.00	
Financing: FY2021 Operating Fund							TOTAL:	\$12,400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Sharon E. Hughes (Apr 29, 2021 13:05 CST)

By Department Director

Date

Approved as to Form by City Attorney

Approved as to Form by City Attorney


08/05/2021

Date

May 18, 2021

By City Manager

Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	215942
		EFFECTIVE DATE
		Jul 14, 2021

RECEIVED  
 JUL 14 9:32 AM '21  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Vendor Name:	AMI Risk Consultants, Inc.	Vendor No.	VS0000078824
Subject:	Actuarial Services		
Lead Dept:	Office of Risk Management		

Action Requested:	Authorize a five-year contract for actuarial services with AMI Risk Consultants, Inc. for the Office of Risk Management.						
	Contract Number:	ORM-2021-00011942	Contract Term:	07/01/2021	to	07/01/2026	

**Background:** This contract will provide an actuarial analysis for self-funded workers' compensation, general liability and auto liability exposures, on an annual basis by fiscal year which runs from October 1<sup>st</sup> to September 30<sup>th</sup>

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0194	ORM	3840	RM01	3070	Insurance	- MASC ORM ORM-2021-00011942	\$8,820.00
	0194	ORM	3840	RM01	3070	Insurance	- MASC ORM ORM-2021-00011942	\$8,820.00
	0194	ORM	3840	RM01	3070	Insurance	- MASC ORM ORM-2021-00011942	\$26,460.00
	<b>Financing:</b> Risk Management Fund						<b>TOTAL:</b>	\$44,100.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

Zeronda Smith  
 Zeronda Smith (Jul 12, 2021 11:57 CDT)  
 By Department Director


Jul 12, 2021  
 Date

Willow Sanchez  
 Approved as to Form by City Attorney  
 Date

MER  
 By CFO

Joey Zapata  
 Joey Zapata (Jul 14, 2021 14:09 CDT)  
 By City Manager

Jul 14, 2021  
 Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b> <h1>215943</h1>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	<b>EFFECTIVE DATE</b> August 4, 2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Scott-King Group, LLC - Contractor Nancy Olivia Willis - Homeowner	Vendor No.	VS100679
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Subject: Home Improvement and Preservation Program (HIPP Rehab)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 8711 Lockhaven Dr., Dallas, Texas 75238 in a loan amount up to \$47,380.00 and lead based paint grant amount of \$1,520.00 in CDBG funds. Funds were appropriated by a prior City Council resolution.

Contract Number:	HOU-2021-00016518	Contract Term:	Effective date of this AA	to	9/21/2021
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Background: On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							0%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<i>David Noguera</i> _____ By Department Director	Aug 4, 2021 _____ Date <i>Qui A. Johnson</i> _____ By City Manager	<i>M.P.S.</i> _____ Approved as to Form by City Attorney	Aug 5, 2021 _____ Date MS
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 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>						<b>ADMINISTRATIVE ACTION</b>		
	<b>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</b>						<b>215944</b>		
						<b>EFFECTIVE DATE</b>			
						August 4, 2021 <span style="float: right; font-size: 0.8em;">7/26</span>			
<b>1. Place an "X" in the appropriate box for the approval of:</b>									
<input type="checkbox"/> a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.									
<input type="checkbox"/> b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).									
<input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.									
<input type="checkbox"/> d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.									
<input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.									
<input checked="" type="checkbox"/> f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small>									
<b>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>Vendor Name:</b>		<b>Atilano Torres DBA Torres Construction - Contractor</b> <b>Mary M. Price - Homeowner</b>				<b>Vendor No.</b>		337798	
<b>Subject:</b>		Home Improvement and Preservation Program (HIPP Rehab)							
<b>Lead Dept:</b>		Housing & Neighborhood Revitalization							
<b>Action Requested:</b>		Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 10623 Sylvia Dr., Dallas, Texas 75228 in a loan amount not to exceed \$31,142.00 and lead based paint grant amount of \$6,232.00 in CDBG funds. Funds were appropriated for this program pursuant to a previously authorized resolution.							
		<b>Contract Number:</b>		HOU-2021-00016953		<b>Contract Term:</b>		Effective date of this AA to 9/21/2021	
<b>Background:</b>		On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.							
<b>Funding:</b>		<i>FUND</i>	<i>DEPT</i>	<i>UNIT</i>	<i>ACTV</i>	<i>OBJ</i>	<i>PROGRAM</i>	<i>ENCUMBRANCE TYPE and NUMBER</i>	<i>AMOUNT</i>
								-	0.00
								-	
								-	
		<b>Financing:</b>						<b>TOTAL:</b>	0.00
<b>Contract Amendment Information:</b>		<i>Supplemental Agreement No.</i>	<i>Base CR/AA No.</i>	<i>Base Contract Date</i>	<i>Base Contract Amount</i>	<i>Sum of Previous Supplemental Agreements</i>	<i>Total Contract Amount Including this Action</i>	<i>Total Supp'l Agreement Percentage</i>	
								0%	

2021 AUG -6 AM 10:03  
 RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*David Noguera*

**Aug 4, 2021**

*MPS*

**Aug 5, 2021**

By Department Director

Date

Approved as to Form by City Attorney

MS


Date

*Qui A. Johnson*

**Aug 4, 2021**

By City Manager

Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
		<h1>215945</h1>
	<b>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	<b>EFFECTIVE DATE</b>
		<b>August 4, 2021</b>

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
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2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	<b>Scott-King Group, LLC - Contractor</b> <b>Esther Ornelas - Homeowner</b>	<b>Vendor No.</b>	VS100679
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**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 3823 Peoria Ave., Dallas, Texas 75212 in a loan amount not to exceed \$44,000.00 and lead based paint grant amount of \$1,200.00 in CDBG funds. Funds were appropriated by a previous City Council resolution.

<b>Contract Number:</b>	HOU-2021-00016950	<b>Contract Term:</b>	Effective date of this AA	to	9/21/2021
-------------------------	-------------------	-----------------------	---------------------------	----	-----------

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.


	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	0.00
							-	
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

<b>Contract Amendment Information:</b>	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<i>David Noguera</i> _____ By Department Director	Aug 4, 2021 _____ Date	<i>MPS</i> _____ Approved as to Form by City Attorney	Aug 5, 2021 _____ MS Date
	<i>Qui A. Johnson</i> _____ By City Manager	Aug 4, 2021 _____ Date	



 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>						<b>ADMINISTRATIVE ACTION</b>			
	<b>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</b>						<b>215946</b> <b>EFFECTIVE DATE</b> <b>August 4, 2021</b>			
1. Place an "X" in the appropriate box for the approval of:										
<input type="checkbox"/> a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.										
<input type="checkbox"/> b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).										
<input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.										
<input type="checkbox"/> d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.										
<input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.										
<input checked="" type="checkbox"/> f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.										
2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.								<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.								<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?								<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
<b>Vendor Name:</b>		Atilano Torres dba Torres Construction <b>Mary L. Cato &amp; Leslie L. Cato</b>					<b>Vendor No.</b>		337798	
<b>Subject:</b>		Home Improvement and Preservation Program (HIPP Rehab)								
<b>Lead Dept:</b>		Housing & Neighborhood Revitalization								
<b>Action Requested:</b>		An amendment to the Triparty Agreement to increase the lead based paint grant amount from \$5,368.00 to \$6,980.00, correct the authorizing resolution number, and extend the completion date. The property address is 926 Highfall Dr. Dallas, Texas 75232. Funding for HIPP was appropriated by a previous city council resolution.								
		<b>Contract Number:</b>		HOU-2021-00014935		<b>Contract Term:</b>		Effective Date of this AA to 5/30/2021		
<b>Background:</b>		On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing. Homeowners are <b>Mary L. Cato and Leslie L. Cato</b> .								
<b>Funding:</b>		FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
								-	0.00	
								-		
								-		
		<b>Financing:</b>						<b>TOTAL:</b>		0.00
<b>Contract Amendment Information:</b>		Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage		
								0%		

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 AUG 4 2021 AM 10:33

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*David Noguera*

**Aug 4, 2021**

*MPS*

**Aug 5, 2021**

By Department Director

Date

Approved as to Form by City Attorney

MS

Date

*Qui A. Johnson*

**Aug 4, 2021**

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

# 215947

### EFFECTIVE DATE

## JUL 29 2021

### 1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG -6 AM 11:12  
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 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Allana Buick & Bers, Inc. Vendor No. VC23291

Subject: Prevention of Water Infiltration to the Integrity of the Building Envelope of the Kay Bailey Hutchison Convention Center Dallas. Referred to as the 2017 Kay Bailey Hutchison Convention Center Dallas Water Infiltration projects.

Lead Dept: Convention and Event Services

Action Requested: Authorize a consent to assignment and assumption of a contract from Conley Group, Inc. to Allana Buick & Bers, Inc. The contract term will remain the same as the original contract from the date of its execution until final completion of the project. No cost consideration to the City of Dallas.

Contract Number: EBS-2017-00002755 Contract Term: August 23, 2017 to final completion

Background: On August 23, 2017, City Council authorized a professional contract with Conley Group, Inc. in the amount of \$875,390.00 by Resolution No. 17-1285, to provide architectural and engineering services for design, construction documents, and construction administration for the Kay Bailey Hutchison Convention Center Dallas Water Infiltration projects. Supplemental Agreement No. 1 in the amount of \$44,086 for rental of lift equipment, lift operator and floor protection increased the contract amount from \$875,390.00 to \$919,476.00. Conley Group, Inc. has merged with Allana Buick & Bers, Inc. and is now Allana Buick & Bers, Inc.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0082	CCT	W188	CCIM	4110	CCTCW188	CT W188WTRINF4110	\$0.00
Financing: Convention Center Capital Construction Funds						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	17-1285	8/23/2017	\$875,390.00	\$44,086.00	\$919,476.00	5.04%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Rosa Henning (Jul 29, 2021 13:07 CDT)  
 By Department Director

Jul 29, 2021  
 Date

Michael Dass (Aug 2, 2021 10:11 EDT)  
 Approved as to Form by City Attorney

Aug 2, 2021  
 Date

Joey Zapata (Jul 29, 2021 13:30 CDT)  
 By City Manager

Jul 29, 2021  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215948

EFFECTIVE DATE

JUN 29 2021

1. Place on "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Data Axle, Inc. Vendor No. VS0000013845

Subject: Online Directory Services

Lead Dept: Library

Action Requested: Authorize payment for online business and residential directory services in the amount of \$49,800.00

Contract Number:	LIB-2021-00016944	Contract Term:	07/01/2021	to	06/30/2022
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Background: Containing searchable United States business directory and public residential information compiled from business telephone directory entries, business classification codes, sales figures, internet addresses and names of key officers; as well as, residential telephone directory entries, recent census data: median household income, median home value, latitude/longitude, and % of owner-occupied housing. Users can also create charts, heat maps, personalized account logins to save searchers and download criteria.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3341		- LIB-2021-000016944	\$49,800.00
						-	
						-	
Financing:						TOTAL:	\$49,800.00

Contract Amendment Information:	Supplemental Agreement No.	Bose CR/AA No.	Bose Contract Date	Bose Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

MJ Giudice  
 MJ Giudice (Jun 29, 2021 11:13 CDT)  
 By Department Director

Ashley Stockton  
 Ashley Stockton (Aug 5, 2021 11:48 CDT)  
 Approved as to Form by City Attorney

Joey Zapata  
 Joey Zapata (Jun 29, 2021 13:24 EOT)  
 By City Manager



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215949

EFFECTIVE DATE

Aug 4, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 23%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 21 AUG -6 PM 3:00  
 CITY SECRETAR  
 DALLAS, TEXA

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Accudata Systems, Inc. Vendor No. VS0000078258

Subject: ForcePoint Triton APX Security System Supplemental Agreement No. 2

Lead Dept: Information & Technology Services

Action Requested: Authorize supplemental agreement no. 2 to extend maintenance and support service for ForcePoint Triton APX Security and Threat Management System.

Contract Number: DSV-2017-00001730 Contract Term: 5/14/2021 to 10/14/2021

Background: On April 26, 2017 City Council authorized an acquisition and maintenance and support contract for ForcePoint Triton APX Security and Threat Management System that included two one-year renewal options. The first renewal option was exercised and approved in CR 20-0744. This action is necessary to prevent a gap in service while the RFCSP process is completed and a new contract is executed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1641		3099		MASC DSV-2017-00001730	\$49,769.17
						-	
						-	
Financing: Data Services Fund						TOTAL:	\$49,769.17

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	17-0675	4/26/2017	\$460,377.03	\$112,600.00	\$162,369.17	35%

*WJS* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*William Zielinski*  
 William Zielinski (May 6, 2021 11:12 CDT)  
 By Department Director

May 6, 2021  
 Date

*Willow Sanchez*  
 Willow Sanchez (Aug 4, 2021 12:38 CDT)  
 Approved as to Form by City Attorney Date

*Joey Zapata*  
 Joey Zapata (Aug 4, 2021 12:32 CDT)  
 By City Manager

Aug 4, 2021  
 Date

W S



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215955

EFFECTIVE DATE

Aug 4, 2021

RECEIVED  
 21 AUG -6 PM 3:08  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: United Training Commercial, LLC Vendor No. VS101032

Subject: Training for ITS Employees

Lead Dept: Information and Technology Services (ITS)

Action Requested: Authorize Supplemental Agreement No. 1 to execute a time only four-month extension to contract terms.

Contract Number: DSV-2021-00014833 Contract Term: 11/25/2021 to 3/31/2022

Background: This eLearning management training is a key strategy for professional development for CIS staff. The training provides full courseware that include books and task videos. Additionally, 24x7 technical support team is provided. AA 20-5085 was authorized to award the agreement to Horizon Southwest Management, LP. Thereafter, AA 21-5283 was executed after a sale of assets from Horizon Southwest Management, LP to United Training Commercial, LLC The learning credit pool value is \$41,565.88.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						NA	\$0.00
Financing:						No Cost Consideration	TOTAL: \$0.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	21-5238	2/3/2021	\$0.00	\$0.00	\$0.00	0%

*UR* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Shelia Robinson*  
By Department Director Jul 9, 2021  
Date

*Willow Sanchez*  
Approved as to Form by City Attorney Aug 4, 2021  
Date

*Joey Zapata*  
By City Manager Aug 4, 2021  
Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>215956</b>
		<b>EFFECTIVE DATE</b>
		Jul 13, 2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **Alfredo Villanueva** Vendor No. **VS90328**

Subject: **Professional Services - Amendment**

Lead Dept: **Office of Arts and Culture**

Action Requested: Authorization is requested for an amended contract term and scope of work for Administrative Action 20-5099. Amendments are requested due to the health restrictions put in place due to COVID-19. Attached (1) Amended Scope of Work, (2) original AA and Contract with exhibits.

Contract Number:	OCA-2019-000011738 (CR-00024890)	Contract Term:	1/13/2020	to	9/30/2021
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Background: The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows

Fiscal Year 2019-20  
50% or **\$5,000.00** of the total award has been paid to consultant upon satisfactory completion of deliverable number one.

Fiscal Year 2020-21  
One (1) payment of 50%, or **\$5,000.00**, of the award will be payable once all services required are completed as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OAC	4880		3089	AAct R1	MASC OCA-2019-000011738	\$0.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	20-5099	1/13/2020	\$10,000.00	\$0.00	\$10,000.00	%

*Uty* **APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*Jennifer Scripps*  
 Jennifer Scripps (Jul 13, 2021 15:35 CDT)  
 By Department Director

Jul 13, 2021  
 Date

*Scott Bray*  
 Approved as to Form by City Attorney  
 Date

Jul 21, 2021  
 Date

*Joey Zapata*  
 Joey Zapata (Jul 13, 2021 15:40 CDT)  
 By City Manager

Jul 13, 2021  
 Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215957

EFFECTIVE DATE

07/16/2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 21 AUG -9 AM 8:50  
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 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Castro Roofing of Texas, LLC Supplier No. 246249

Subject: Roof assessment, roof leak response and repairs pilot program

Lead Dept: Building Services Department

Action Requested: Authorize a contract with Castro Roofing of Texas, LLC to provide a roof assessment, leak response and repair program for 27 City of Dallas facilities through The Interlocal Purchasing System, TIPS Purchasing Cooperative per Texas Local Government Code 252,262/ Texas Education Code 44.013.

Contract Number: BSD-2021-00016474 Contract Term: 07/15/2021 to 07/15/2023

Background: The Building Services Department is piloting a roof management program at 27 facilities (see attached list). As outlined in the attached proposal, Castro Roofing of Texas, LLC will provide in-depth assessments including thermal imaging of each roof, provide preventive maintenance, provide emergency leak response and repairs, and provide storm response services. The vendor will also provide prioritized lists of deficiencies and corresponding cost estimates to assist the City in prioritizing and planning roof replacements and improvements.

HUB Check appropriate Box <https://mycpa.ca.gov/a.state.tx.us/lpa/sscmlsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	BSD	3061	EB04	3210		MASC BSD-2021-00016474	\$55,064.00	
0001	BSD	3064	EB04	3210		MASC BSD-2021-00016474	\$40,380.00	
0001	BSD	3188	EB04	3210		MASC BSD-2021-00016474	\$3,671.00	
Financing:							TOTAL:	\$99,115.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

Jul 16, 2021  
Date

*[Signature]*  
Approved as to Form by City Attorney

Aug 6, 2021  
Date

*[Signature]*  
By City Manager

07/16/2021  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

215958

EFFECTIVE DATE

AUG 10 2021

RECEIVED  
 2021 AUG 1 AM 9:33  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
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- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
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- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Texas Commission on Fire Protection Supplier No. 214937

Subject: Certification and Testing Fees

Lead Dept: Dallas Fire Rescue

Action Requested: Authorize the payment of annual certification and testing fees to the Texas Commission on Fire Protection for the appropriate certification levels of each uniformed Fire-Rescue Department employee in the amount of \$49,980.00

Contract Number: DFD-2021-00017179 Contract Term: 8-1-21 to 7-31-22

Background: The Texas Commission on Fire Protection (TCFP) is the sole state agency authorized to certify fire protection training and education programs as having attained the minimum standards promulgated by the commission. The Commission sets and collects a fee for each certificate and recruit testing. The Commission requires a certification fee for all firefighters, aircraft rescue firefighting crews, fire inspectors, fire investigators, and fire instructors and a testing fee for recruits.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFD	TR00	DF07	3099		- MASC DFD-2021-00017179	\$49,960.00
						-	
						-	
Financing: General						<b>TOTAL:</b>	\$49,960.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Dominique Artis  
 Dominique Artis (Aug 10, 2021 08:46 CDT)  
 By Department Director

Aug 10, 2021  
 Date

Don Knight  
 Don Knight (Aug 10, 2021 14:40 CDT)  
 Approved as to Form by City Attorney

Aug 10, 2021  
 Date

Jon Fortune  
 Jon Fortune (Aug 10, 2021 08:53 CDT)  
 By City Manager

Aug 10, 2021  
 Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	215959
		EFFECTIVE DATE
		Aug 11, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 11 AM 10:13  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Supplier Name: Watch Systems, LLC	Supplier No. VS0000043444
Subject: OffenderWatch and OffenderWatch Mobile Software Subscriptions	
Lead Dept: Information and Technology Services	

Action Requested:	Authorize Supplemental Agreement No. 1 for software subscription for continued use of OffenderWatch and OffenderWatch mobile online applications utilized by Dallas Police Department (DPD)					
	Contract Number:	DSV-2019-00009279	Contract Term:	2/1/2021	to	1/31/2023

**Background:** OffenderWatch is online software used by DPD to register and monitor sex offenders in accordance with the federally-mandated Adam Walsh Act. The OffenderWatch Mobile application provides access to offender files and investigative notes, allowing detectives to look-up information while in the field and eliminating the need to contact a registration detective, creating a more efficient process. OffenderWatch is the only program of its' kind in the US provided to local and state law enforcement agencies.


**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>


<input type="checkbox"/>	YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
<input type="checkbox"/>	YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
<input type="checkbox"/>	NO, there are no HUB's in Dallas County to contact for this business category.
<input checked="" type="checkbox"/>	NO, the HUB requirement does not apply, because this AA does <i>not</i> involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1675		3099		MASC DSV-2019-00009279	\$37,071.93
						-	
						-	
<b>Financing:</b> Data Services Fund - Subject to Annual Appropriation						<b>TOTAL:</b>	37,071.93

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	19-5677	4/2/2019	\$35,285.62	\$0.00	\$72,357.55	105.06%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

  
 By Department Director Date Aug 11, 2021

  
 Approved as to Form by City Attorney Date Aug 11, 2021

  
 By City Manager Date Aug 11, 2021



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215960

EFFECTIVE DATE

07/29/2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
21 AUG 12 AM 8:54  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Nicol Scales, L P. dba Nicol Scales & Measurement Supplier No. VS005816

Subject: Portable Truck Scale Rental Contract

Lead Dept: Department of Sanitation Services

Action Requested: Authorized Supplemental Agreement 1 to extend an agreement for temporary scale equipment for the McCommas Bluff Landfill to manage the higher than usual municipal solid waste volumes which are due to the 2021 winter storms and the shelter in place orders.  
Contract Number: SAN-2021-00016927 Contract Term: 06/18/2021 to 12/18/2021

Background: This service will be utilized to supplement McCommas Bluff Landfill permanent scales and will allow the landfill to process the additional tonnages.

HUB Check appropriate Box  
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.  
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.  
 NO, there are no HUB's in Dallas County to contact for this business category.  
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3591		3899		- SAN-2021-00016927	\$18,000	
						-		
						-		
Financing:							TOTAL:	\$18,000

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	21-5082	12/15/2020	\$32,595.00	0.00	\$50,595.00	55%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jay Council  
Jay Council (Jul 29, 2021 11:12 CDT)

Jul 29, 2021

Don Knight  
Don Knight (Aug 3, 2021 8:49 CDT)

Aug 3, 2021

By Department Director

Date

Approved as to Form by City Attorney

Date

Joey Zapata  
Joey Zapata (Jul 29, 2021 11:19 CDT)

Jul 29, 2021

By City Manager

Date



**ADMINISTRATIVE ACTION**

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

**215961**

EFFECTIVE DATE

Aug 2, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 12 AM 10:50  
 CITY SECRETARY  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No CM-LD
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: **Joe East Enterprises, Inc. dba A-1 Locksmith, Inc** Supplier No. **268354**

Subject: **Locksmith Services**

Lead Dept: **DWU**

Action Requested: Authorize Supplemental Agreement No. 2, a \$75,000.00 increase in funds to the service contract, under the same terms and conditions.

Contract Number:	<b>BE1501</b>	Contract Term:	<b>01/13/2016</b>	to	<b>01/12/2022</b>
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Background: On January 13, 2016, City Council authorized a three-year service contract with A-1 Locksmith Inc. in the amount of \$702,744.50. by Resolution No. 16-0070, for citywide locksmith services.  
Prior Actions:  
AA No. 21-0072 a one-year extension  
AA No. 19-5221, SA No. 1, a two-year extension

HUB Check appropriate Box <https://mycda.cpa.state.tx.us/tpasscmb/isearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							- BE1501	75,000.00
							-	
							-	
	Financing:						<b>TOTAL:</b>	75,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	16-0070	01/13/2016	\$702,744.50	\$0.0	\$ 777,744.50	10.67%

*MJD* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Christy Chesser*  
By Department Director Date

*Michael Doss*  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215962

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 12 PM 12:17  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: EZSignworks Supplier No. VC23468

Subject: District 8 Neighborhood Services Sign

Lead Dept: Building Services Department

Action Requested: Authorize EZSignworks to remove and install new building signage for the District 8 Neighborhood Services building located at 3624 Simpson Stuart Rd. Dallas, TX 75241. The scope includes obtaining required permits.

Contract Number: **BSD-2021-00017166** Contract Term: 7/22/2021 to 11/22/2021

Background: The former Highland Hills Library was renovated and reopened as the District 8 Neighborhood Services Center in 2019. The original building signage for the library needs to be replaced to reflect the new building name and use. Five vendors (including two HUBs) were contacted through informal solicitation and the EZSignworks proposal was selected.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MCC	1010		3099		-	\$6,740.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$6,740.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*ERJL*

Jul 29, 2021

*Christine Lanners*  
Christine Lanners (Aug 12, 2021 09:20 CDT)

Aug 12, 2021

By Department Director


Date

Approved as to Form by City Attorney

Date

*[Signature]*  
July 29, 2021

Jul 29, 2021

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the <b>City Secretary's Office to receive an official file stamp.</b>	215963
		EFFECTIVE DATE
		Aug 10, 2021

1. Place an "X" in the appropriate box for the approval of:

<input checked="" type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurement made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 1%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 12 PM 2:45  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Supplier Name: Presidio Networked Solutions Group, LLC	Supplier No. VC19333
Subject: Single Sign On & Conversion of Audio Files	
Lead Dept: Information & Technology Services	

Action Requested:	Authorize a service agreement for Single Sign-On and conversion of audio files, pursuant to the Texas Department of Information Resources Cooperative Agreement DIR-TSO-4167						
	Contract Number:	DSV-2021-00017136	Contract Term:	7/19/2021	to	7/18/2022	

**Background:** This agreement would allow for the implementation of Single Sign-On for the Enterprise Contact Call Center system. This feature allows users access one application and then securely access other authorized applications without having to resupply their user credentials. This agreement will also allow users to transcribe audio files from English to Spanish.

**HUB**  
Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

<input type="checkbox"/>	YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
<input type="checkbox"/>	YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
<input type="checkbox"/>	NO, there are no HUB's in Dallas County to contact for this business category.
<input checked="" type="checkbox"/>	NO, the HUB requirement does not apply, because this AA does <i>not</i> involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1510		3070		DSV-2021-00017136	\$93,650.00
						-	
						-	
<b>Financing:</b>						Data Services Fund	<b>TOTAL:</b> \$93,650.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

*WJS* **APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 William Ziebell (Jul 16, 2021 16:56 CDT) By Department Director	Jul 16, 2021 Date	 Willow Sanchez Approved as to Form by City Attorney	Aug 12, 2021 Date
 Joey Zapata (Aug 10, 2021 15:12 CDT) By City Manager	Aug 10, 2021 Date	w s	



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215964

EFFECTIVE DATE

JUL 30 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Application  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 2 PM 3:59  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Texas State Library and Archives Commission Vendor No. VS\*25509

Subject: FY2021 ILL Reimbursement Program

Lead Dept: Library

Action Requested: Authorize participation in the Texas State Library & Archives Commission's FY2021 Interlibrary Loan Lending Reimbursement Program.

Contract Number: LIB-2021-00017026 Contract Term: to

Background: The Dallas Public Library participates in the Texas State Library & Archives Commission's Interlibrary Loan (ILL) Program; and libraries who lend a minimum of 24 items are eligible for reimbursement based on total lends provided to Texas public libraries using the Navigator system and available funding. To participate in this program, submission of a Participation agreement form is required by July 16, 2021.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- LIB-2021-00017026	\$0
						-	
						-	
Financing:						TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

MJ Giudice  
MJ Giudice (Jul 8, 2021 08:44 CDT)

Ashley Stockton  
Ashley Stockton (Aug 12, 2021 14:41 CDT)

By Department Director Date

Approved as to Form by City Attorney Date

Joey Zapata  
Joey Zapata (Jul 30, 2021 10:50 CDT)  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215965

EFFECTIVE DATE

August 13, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
2021 AUG 13 PM 5:10  
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: **Hyatt Regency Dallas Hotel** Supplier No. **237705**

Subject: **40th Annual Dr. Martin Luther King, Jr. Celebration**

Lead Dept: **Office of Community Care (OCC) / Martin Luther King Jr. Center**

Action Requested: To approval the Event Sales Agreement between the City of Dallas/Office of Community and HYATT CORPORATION dba Hyatt Regency Dallas Hotel for the use of the Landmark ABC Ballroom, Landmark Foyer ABC, Landmark Circle, Aerial Queen #353, McCommas Bluff #359 and Trinity B for the 40th Annual Dr. Martin Luther King, Jr Celebration. The agreement will include meeting and event space and food and beverages.

Contract Number: **OCC-2021- 00017217** Contract Term: **8-01-21** to **1-31-22**

Background: The Awards Gala is held annually in remembrance of the legacy and accomplishments of Dr. King and is a fundraiser for the MLK Jr. Community Center. This annual event is meant to bring our local, and diverse communities together for the public purpose of uniting the community to further the cause of Dr. King for equality as well as the socioeconomical issues he championed. Expenditures for this event shall be paid by out of the MLK Celebration Fund.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCC	4296		3099		OCC-2021-00017217	\$40,000.00 <sup>930</sup>
Financing:							TOTAL: \$40,000.00 <sup>930</sup>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*Jessica Galeshaw*  
Jessica Galeshaw (Aug 13, 2021 14:32 CDT)  
By Department Director

Aug 13, 2021  
Date

*Barbara Martin*  
Approved as to Form by City Attorney  
Aug 13, 2021  
Date

*[Signature]*  
By City Manager  
Aug 13, 2021  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

215966

EFFECTIVE DATE

Jun 28, 2021

RECEIVED  
 2021 AUG 6 AM 8:51  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Fidelity Workplace Services LLC and Fidelity Management Trust Company Vendor No. VC0000010135

Subject: Trust Agreement and Recordkeeping Services

Lead Dept: City Controller's Office

Action Requested: Authorize a letter dated April 29, 2021 that amends the Revenue Credit Program to the City of Dallas 401(k) Retirement Savings Plan, effective as of July 1, 2021.

Contract Number: CCO-2016-00000451 Contract Term: to

**Background:** To the extent that excess revenue exceeds the record-keeping charges, Fidelity is sharing the revenues with the City of Dallas under the Revenue Credit Program. Fidelity annually reviews amounts credited to the City of Dallas Revenue Credit Accounts at Fidelity for the City of Dallas 457 Deferred Compensation Plan and the City of Dallas 401(k) Retirement Savings Plan. Based on its most recent review, Fidelity proposed an increase in the annual revenue credit from \$50,000 to \$350,000 to be made on a quarterly basis. The Plan Board voted in favor of the increase.

Fidelity shall make a quarterly payment in the amount of \$87,500 (\$350,000 annually) (a "Revenue Credit"), which shall be spread pro rata across the City of Dallas 457 Deferred Compensation Plan and the City of Dallas 401(k) Retirement Savings Plan based on each Plans' assets as of the end of each billing quarter, to a suspense account in each Plan (each a "Revenue Credit Account").

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	0.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Sheri Kowalski*  
Sheri Kowalski (Jun 28, 2021 11:51 CDT)

By Department Director

Jun 28, 2021

Date

*G. H.*  
G. H. (Jun 28, 2021 11:51 CDT)

Approved as to Form by City Attorney

Jun 28, 2021

Date

*[Signature]*  
[Signature]

By City Manager

Jun 28, 2021

Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION	
	215967	EFFECTIVE DATE	
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		Jun 23, 2021
			Jun 23, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 6 AM 8:51  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Vendor Name:	Fidelity Investments Institutional Operations Company, Inc., Fidelity Workplace Services LLC, and Fidelity Management Trust Company	Vendor No.	VC0000010135
Subject:	Trust Agreement and Recordkeeping Services		
Lead Dept:	City Controller's Office		
Action Requested:	Authorize a Plan Amendment Drafting Project for Fidelity to draft amendments for the City of Dallas 457 Deferred Compensation Plans costing up to \$10,000.		
	Contract	CCO-2016-00000452	Contract Term: to

**Background:**

The Plan Board voted to authorize up to a \$10,000 distribution from the City of Dallas Revenue Credit Account at Fidelity for the City of Dallas 457 Deferred Compensation Plan and also covering the City of Dallas 457 PST Plan to pay for amendments drafted by Fidelity.

Fidelity will draft amendments covering required provisions under the SECURE Act and CARES Act for City of Dallas 457 Deferred Compensation Plan and the SECURE Act for the City of Dallas 457 PST Plan.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<u>Sheri Kowalski</u> <small>Sheri Kowalski (Jun 21, 2021 10:11 CDT)</small> By Department Director	Jun 21, 2021 Date	<u>Christina Sesoukas</u> <small>Christina Sesoukas (Jun 23, 2021 08:43 CDT)</small> Approved as to Form by City Attorney	Jun 23, 2021 Date
<u>Joey Fawcett</u> <small>Joey Fawcett (Jun 23, 2021 07:45 CDT)</small> By City Manager	Jun 23, 2021 Date		

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION	
	215968	EFFECTIVE DATE	
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		Jun 23, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 JUN 16 AM 8:51  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Vendor Name:</b>	Fidelity Investments Institutional Operations Company, Inc., Fidelity Workplace Services LLC, and Fidelity Management Trust Company	<b>Vendor No.</b>	VC0000010135
<b>Subject:</b>	Trust Agreement and Recordkeeping Services		
<b>Lead Dept:</b>	City Controller's Office		
<b>Action Requested:</b>	Authorize a Plan Amendment Drafting Project for Fidelity to draft an amendment for the City of Dallas 401(k) Retirement Savings Plan costing up to \$10,000.		

<b>Contract Number:</b>	CCO-2016-00000451	<b>Contract Term:</b>		<b>to</b>	
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**Background:**


The Plan Board voted to authorize up to a \$10,000 distribution from the City of Dallas Revenue Credit Account at Fidelity for the City of Dallas 401(k) Retirement Savings Plan to pay for an amendment drafted by Fidelity.

Fidelity will draft an amendment including drafting the required provisions under the Bipartisan Budget Act of 2018, SECURE Act and CARES Act.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	0.00
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	0.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

  
 Sheri Kowalski  
City of Dallas, Texas  
 By Department Director


Jun 21, 2021  
 Date

  
 Approved as to Form by City Attorney

Jun 23, 2021  
 Date

  
 By City Manager

Jun 23, 2021  
 Date

 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	215969
		<b>EFFECTIVE DATE</b>
		July 22, 2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 AUG 16 AM 10:30  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Miko Trucking, Inc. - Contractor Cedalia Mitchell – Homeowner	<b>Vendor No.</b>	VS0000010476
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**Subject:** Targeted Rehabilitation Program (TRP)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 4126 Soloman Dr., Dallas, Texas 75212 in an amount not to exceed \$9,980.00.

<b>Contract Number:</b>	HOU-2020-00014268	<b>Contract Term:</b>	Effective date of this AA	to	1 year
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**Background:** On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by City Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	0.00	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	0.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*David Noguera*  
By Department Director

Jul 22, 2021  
*Qui A. Johnson*  
By City Manager

*Scott Bray*  
Approved as to Form by City Attorney *SS*  
Date  
Jul 22, 2021

 <p><b>CITY OF DALLAS</b></p>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <span style="font-size: 2em;">215970</span> <b>EFFECTIVE DATE</b> Aug 13, 2021
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1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 16 AM 11:15  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	CBM ARCHIVES CO.	Supplier No.	VC0000010199
Subject:	SOFTWARE MAINTENANCE		
Lead Dept:	Dallas Police Department		

**Action Requested:** To authorize an agreement between CBM Archives CO. and Dallas Police Department for annual renewal CCH Archive Web Software Maintenance.

Contract Number:	DPD-2021-00017144	Contract Term:	9/16/21	to	09/16/2025
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**Background:** The integration with the State's telecommunication service is required to maintain a functional interface with the Department of Public Safety's network to upload and research fingerprint data. This equipment interfacing requires specific telecommunications protocols, security, and use of dedicated State network systems to ensure AFIS access and functionality.

**HUB Check appropriate Box**





<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2164		3437		- DPD-2021-00017144	10,710	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	10,710

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 By Department Director Date: 9/12/21	 Approved as to Form by City Attorney Date: Aug 16, 2021
 By City Manager Date: Aug 13, 2021	 Date:



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215971

EFFECTIVE DATE

AUG 13 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Access to Online Database  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 16 AM 11:45  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	Texas State Library and Archives Commission	Supplier No.	265487
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Subject: TexShare Database Participation Fee

Lead Dept: Library

Action Requested: Authorize payment of the TexShare participation fee- \$44,173.00

Contract Number:	LIB-2021-00017135	Contract Term:	09/01/2021	to	08/31/2022
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Background: The TexShare database program provides electronic database resources to 700 Texas public, academic, and media libraries. These databases are research tools available 24 hours a day, via web for registered patrons of participating Texas Libraries. Topics include homework help for students, biography and genealogy, as well as literature and archival information.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							0001	LIB
						-		
						-		
Financing:							<b>TOTAL:</b>	\$44,173.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							\$ 0.00

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

MJ Giudice  
 MJ Giudice (Jul 17, 2021 10:44 CDT)  
 By Department Director

Ashley Stockton  
 Ashley Stockton (Aug 16, 2021 09:32 CDT)  
 Approved as to Form by City Attorney

Joey Zapata  
 Joey Zapata (Aug 13, 2021 10:59 CDT)  
 By City Manager



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215972

EFFECTIVE DATE

JUL - 9 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 6 AM 11:48  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	For the Love of the Lake (FTLOTL)	Vendor No.	
Subject:	Beautification Agreement		
Lead Dept:	Park and Recreation		

**Action Requested:** Authorize a Beautification Agreement with For the Love of the Lake to fund amenities and service enhancements through various fundraisers to be held at White Rock Lake Park and to perform services by picking up litter and debris at White Rock Lake Park, all in coordination with the Park and Recreation Department. These services will be provided via programs (Shoreline Adoption, 2<sup>nd</sup> Saturday) set forth by FTLOTL.

Contact: Sloan Anderson (214) 670-0203

Contract Number:	PKR-2021-00016709	Contract Term:	9/2/2021	to	9/1/2022
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**Background:** For the Love of the Lake is a non-profit organization whose volunteers support programs to preserve and enhance White Rock Lake Park. FTLOTL organizes regular clean-up activities, tree planting events, and raises the money needed to fund improvements to White Rock Lake Park, and wishes to continue to do so.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT	
		N/A	PKR	N/A	N/A	N/A	N/A	NA	NA	\$0.00
	<b>Financing:</b>								<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins  
 John Jenkins (Jul 9, 2021 06:39 CDT)  
 By Department Director

Jul 9, 2021  
 Date

Consuelo R Tankersley  
 Consuelo R Tankersley (Aug 16, 2021 10:59 CDT)  
 Approved as to Form by City Attorney  
 Aug 16, 2021  
 Date

Joey Zapata  
 Joey Zapata (Jul 9, 2021 08:21 EDT)  
 By City Manager

Jul 9, 2021  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215973

EFFECTIVE DATE

Jun 28, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG 16 PM 4:31  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Commercial Janitorial Services, Inc. Vendor No. VS0000041282

Subject: Janitorial Services

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$49,320.00 for Commercial Janitorial Services, Inc. The vendor will provide janitorial service to Park and Recreation Spray grounds.  
Contact: Bobby Cano (214)-671-0422

Contract Number:	PKR-2021-00016731	Contract Term:	6/30/2021	to	9/30/2021
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Background: Commercial Janitorial Services, Inc aka C.J.S., Inc was the bidder who could provide the services needed for the restroom cleaning and sanitizing for Park and Recreation restrooms, located at the spray grounds. Service will run from 5/31/21 to 9/6/21 five days a week.

rmb Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		N/A	PKR	N/A	N/A	N/A		MASC PKR-2021-00016731	\$49,320.00
Financing:								<b>TOTAL:</b>	\$49,320.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

*Nty* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*John Gentima*  
By Department Director Jun 28, 2021 Date

*Benjamin N. Samples, A.A.*  
Approved as to Form by City Attorney Aug 16, 2021 Date

*[Signature]*  
By City Manager Jun 28, 2021 Date

*MH*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215974

EFFECTIVE DATE

8/10/2021

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 10 5 16 PM 4:37

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Parking Systems of America Inc. Supplier No. VS0000023416

Subject: Supplemental Agreement #2 to Increase Staff and Services

Lead Dept: Department of Aviation

Action Requested: Authorize Administrative Action Supplemental Agreement #2 to Reinstate Exhibit A, Group D, Section A subsection to Scope of Work. No additional funds requested.

Contract Number: AVI-2018-0007728 Contract Term: 10/24/2018 to 10/23/2023

Background: Aviation is revising the scope of work to expand the contract back to its original scope of work as specified in Exhibit A, Group D, Sections A and B. Monthly cost for such starter services shall not exceed the monthly total of \$34,029.00.

HUB  
Check appropriate Box  
<https://mvcoa.cpa.state.tx.us/toasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI					MASC AVI-2018-00007728	\$0.00
						-	
						-	
Financing: FY2021 Operating Fund						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	CR181512	10/24/2018	\$3,344,616.00	0.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Aug 10, 2021  
Date

Michael Doss [Aug 10, 2021 12:24 CDT]

Approved as to Form by City Attorney

Date

By City Manager

Aug 10, 2021  
Date





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215975

EFFECTIVE DATE

AUG 11 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- Maintenance Agreement and the Belo Garden Endowment Agreement**  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 AUG 17 AM 8:43  
 CITY SECRETARY  
 DALLAS, TEXA

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Parks for Downtown Dallas Supplier No. VS91997

Subject: Belo Garden Agreements 1<sup>st</sup> Amendment

Lead Dept: Park and Recreation Department

Action Requested: Parks for Downtown Dallas (formerly The Belo Foundation) request approval for the renaming of Belo Garden in Downtown Dallas to Civic Garden and authorize corresponding amendments to agreements with the City of Dallas to reflect the park name change, including: (1) the Belo Garden Endowment Agreement dated December, 2009 between the City of Dallas, Maureen H. and Robert W. Decherd, and others and (2) the Belo Garden Maintenance Agreement dated January 9, 2019 between the City of Dallas and Parks for Downtown Dallas.  
Contact: John King 670-1986

Contract Number: PKR-2021-00017088 Contract Term: to

Background: At the request of Parks for Downtown Dallas, A. H. Belo Corporation (to be renamed DallasNews Corporation), Maureen H. and Robert W. Decherd, and the M.R. & Evelyn Hudson Foundation the Park and Recreation Board at its meeting on June 17, 2021, approved the change in the name of the park currently known as "Belo Garden" in Downtown Dallas to become the new name of "Civic Garden" effective concurrently with the execution of this First Amendment

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00017088	\$0.00	
						-		
						-		
Financing:						No cost consideration to the City	TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins  
John Jenkins (Aug 11, 2021 15:40 CDT)

Aug 11, 2021

Christine Lanners  
Christine Lanners (Aug 16, 2021 16:50 CDT)

Aug 16, 2021

By Department Director

Date

Approved as to Form by City Attorney

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215976

EFFECTIVE DATE

AUG 16 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Barnett Signs Supplier No. VS100874

Subject: Manufacture and Install Signage at City of Dallas WIC Clinics

Lead Dept: Women, Infants and Children (WIC)

Action Requested: Authorization to pay vendor for manufacturing and installation of signage at City of Dallas WIC Clinics for locations at 6012 Abrams Road and 6925 Lake June Road for the period of 05/17/2021 to 05/16/2022.

Contract Number: WIC-2021-00015897 Contract Term: 5/17/2021 to 5/16/2022

Background: WIC Clinics provide services to women, infants and children within Dallas County, including nutrition educations, breastfeeding/lactation services. The signage at most clinics is old and deteriorating. WIC Grant Funding allows to for new signage to replace deteriorating sign and make the clinics more easily accessible for clients. All 17 WIC locations will get new signage using this grant funding.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F639	MGT	186C		3099		CX- WIC-2021-00015897	\$20,730.00	
						-		
						-		
Financing:							TOTAL:	\$20,730.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

*NG* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jessica Galleshaw*  
Jessica Galleshaw (Aug 16, 2021 10:27 CDT)  
By Department Director

Aug 16, 2021  
Date

*Benjamin N. Samples, A.C.*  
Approved as to Form by City Attorney  
Aug 16, 2021  
Date

*Vincent...*  
By City Manager  
Aug 16, 2021  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215977

EFFECTIVE DATE

May 10, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Concession Permit  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 17 AM 10:22  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Lakezia Achila	Vendor No.	
Subject:	Approval of Concession Permit		
Lead Dept:	Park and Recreation		
Action Requested:	Authorize the approval of a Temporary Food and Beverage Permit to be granted to Lakezia Achila, a representative of Goody Good Snow Cones and More LLC (Contractor) for the use of Kiest Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A. Contact: Nicole Chauncey (214) 670-8568		
Contract Number:	PKR-2021-00016473	Contract Term:	upon the date of execution to 12/31/2021

**Background:** The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than twelve (12) months.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmb</i> rmb <b>Funding:</b>	N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00016473	\$0.00
							-	
							-	
<b>Financing:</b>		No Cost To The City					<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


*John Jenkins*  
 John Jenkins (May 10, 2021 11:35 CDT)  
 By Department Director

May 10, 2021  
 Date

*Orluchi Nwaeke*  
 Orluchi Nwaeke (Aug 17, 2021 09:31 CDT)  
 Approved as to Form by City Attorney  
 Aug 17, 2021  
 Date

*Joey Zapata*  
 Joey Zapata (May 10, 2021 12:28 CDT)  
 By City Manager

May 10, 2021  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	215978	215978
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	EFFECTIVE DATE
		Aug 15, 2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 AUG 17 PM 12:41  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Harrison, Walker & Harper, LLC. Supplier No. 513339

Subject: Supplemental Agreement No. 5 to Design/Builder's Contract for Fire Station #46

Lead Dept: MGT-Office of Bond and Construction Management

Action Requested: Authorize a revision to the design/build contract with Harrison Walker & Harper, LLC. (HWH) for the project modifications in the scope of work for Fire Station 46, located at 331 E. Camp Wisdom Rd., to include an extension to the project completion date.

Contract Number:	PBW-2019-00009460	Contract Term:	12/30/2019	to	9/4/2021
------------------	-------------------	----------------	------------	----	----------

Background: On April 10, 2019, Resolution No. 19-0499 authorized a design-build services contract with Harrison, Walker & Harper, LLC. for Fire Station 46. This action will allow for the installation of Emergency Electrical Power Equipment that includes an electrical panel, circuits for the water heater, fuel pump, exhaust fan, kitchen, and IR heaters. Finally, an extension to the contract time to complete the work due to delays caused by weather is needed.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.


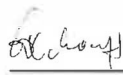
NO, there are no HUB's in Dallas County to contact for this business category.


NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V33	BSD	VG02	FIRF	4112	EB17VG02	CX PBW-2019-00009460A	\$14,757.00
						-	
						-	
Financing: 2017 General Obligation Bond Fund						<b>TOTAL:</b>	\$14,757.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	5	19-0499	4/10/2019	\$616,065.00	\$6,260,979.60	\$ 6,275,736.60	918.68%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**


Aug 15, 2021

Aug 16, 2021  
 By Department Director Date Approved as to Form by City Attorney Date


Aug 15, 2021  
 By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215979

EFFECTIVE DATE

AUG 16 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 17 PM 1:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Texas Department of Transportation Supplier No. 020318

**Subject:** Authorize **(1)** a Local Project Advance Funding Agreement with the Texas Department of Transportation in the amount of \$2,005,829.00 for a U.S. Department of Transportation - Federal Highway Administration 2018 Highway Safety Improvement Program Grant (Agreement No. CSJ 0918-47-247, etc., CFDA No. 20.205) in the amount of \$1,555,153.00 as Federal participation and \$98,238.00 as State participation to design, upgrade, and construct five traffic signals and associated off-system intersection improvements at: Harry Hines Boulevard at Market Center Boulevard, Blackburn Street at Turtle Creek Boulevard, Lemmon Avenue at Mahanna Street, Griffin Street east bound at St. Paul Street, and Lemmon Avenue at Mockingbird Lane; **(2)** a required local match in the amount of \$241,938.00 to be issued as a warrant check for State construction costs and other State direct costs; and **(3)** an additional required local match identified for design of the traffic signals in the amount of \$110,500.00, previously approved on June 14, 2017, by Resolution No. 17-0931 - Total amount of \$2,005,829.00 - Financing: Texas Department of Transportation Grant Funds (\$1,653,391.00) and General Fund (\$241,938.00)

**Lead Dept:** Transportation

**Action Requested:** Authorize an expenditure to the Texas Department of Transportation for cost overrun for bids received for the CSJ 0918-47-247, etc., 5 Off-System Intersections Highway Safety Improvement Project at Harry Hines Blvd. and Market Street Blvd., etc., in an amount not to exceed \$98,519.62 – Financing: General Fund

**Contract Number:** TRN-2019-00011107 **Contract Term:** June 2019 to December 2022

**Background:** The City of Dallas entered into a Local Project Advance Funding Agreement (LPAFA) with the Texas Department of Transportation for a U.S. Department of Transportation – Federal Highway Administration 2018 Highway Safety Improvement Program Grant project to design, upgrade, and construct five traffic signals and associated off-system intersection improvements at: Harry Hines Boulevard at Market Center Boulevard, Blackburn Street at Turtle Creek Boulevard, Lemmon Avenue at Mahanna Street, Griffin Street east bound at St. Paul Street, and Lemmon Avenue at Mockingbird Lane, approved by Council September 25, 2019, by CR No. 19-1488. That resolution approved the City to issue a warrant check for \$241,938.00, which included \$172,794.00 as 10% construction match and \$69,144.00 for state fees. This Administrative Action is approving a cost overrun of \$98,519.62 on the construction, based on the final bid tabulation (attached). Design began June 219 and completed March 2020; Let for Construction was November 2020 and will be Completed December 2022. The LPAFA requires the City to cover any cost overruns for the project.

**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	TRN	3002		4820		-	\$98,519.62



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215980

EFFECTIVE DATE

AUG 17, 2021

RECEIVED  
 2021 AUG 7 PM 3:44  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: North Central Texas Council of Governments Supplier No. 066264

Subject: Authorize an agreement between the City of Dallas and the North Central Texas Council of Governments for payment of the 11.4 percent local match of the off-system detection system improvements for the purpose of the implementation of the Minor Intersection Improvement Program - Not to exceed \$102,600.00 - Financing: General Fund

Lead Dept: TRN

Action Requested: Authorize and execute Amendment #1 to update language in "Article 2. Funding" section and to extend the term of the agreement to remain in effect until June 30, 2022, and terminate upon completion of the project.

Contract Number: TRN-2019-00010822 Contract Term: NTP to 6-30-2022

Background: This agreement was previously authorized at the August 12, 2020, City Council Meeting by CR 20-1142. This amendment is necessary to clean up language in Article 2 of the agreement and to extend the agreement term date to 6-30-2022 to allow for completion of the project.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	20-1142	09-15-2020	\$102,600.00	0	\$102,600.00	0

*Uly* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215981

EFFECTIVE DATE

7/26/2021

RECEIVED  
 2021 AUG 17 PM 4:18  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: The Herring Impact Group, LLC Vendor No. VC22104

Subject: Employee Outplacement Assistance and Support

Lead Dept: Human Resources

Action Requested: Authorize an amendment the contract with Herring Impact Group, LLC to increase the requested contract amount by 25% in order to provide additional services to transitioning employees.

Contract Number: PER-2020-00014325 Contract Term: 8/1/2021 to 9/23/2022

Background: The contract with Herring Impact Group, LLC was completed on October 6, 2020 to begin implementation of the Employee Transition Plan (RIF) to support employees during their transition to an internal, external, or appropriate position.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PER	1432		3070		- XPER202000014325	\$2,500.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$2,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	20-6012	10/6/2020	\$10,000.00	\$0.00	\$ 12,500.00	25.00%

*N/A* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Nina Arias  
Digitally signed by Nina Arias  
Date: 2021.07.23 18:30:48 -05'00'

*Willow Sanchez*

Aug 17, 2021

By Department Director

Date

Approved as to Form by City Attorney

Date

TC Broadnax  
Digitally signed by TC Broadnax  
Date: 2021.07.26 14:38:55 -05'00'

By City Manager

Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	215982	EFFECTIVE DATE
	Jun 4, 2021	

See Administrative Directive 4-05 for additional guidelines and routing.  
 File the approved form and all necessary documentation with the  
 City Secretary's Office to receive an official file stamp.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.*

RECEIVED  
 2021 AUG 18 AM 10:22  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	GALA Systems Inc.	Vendor No.	VC22411
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Subject: Moody Performance Hall Gala Spiralift Inspection & Preventative Maintenance

Lead Dept: Office of Arts and Culture

Action Requested: Authorize a contract with Gala Systems Inc. to provide on-site inspection, preventative maintenance, and testing of the Gala ND9 Spiralift, in an amount not to exceed \$5,250.00.





Contract Number:	OCA-2021-00016691	Contract Term:	06/09/2021	to	09/30/2021
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Background: The Gala Spiralift requires an annual inspection, preventative maintenance, and any repairs performed by a trained Gala technician. This contract is for the Gala lift at the Moody Performance Hall

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0671	OCA	W130	CULF	3210		MASC OCA-2021-00016691	\$5,250.00
							-	
							-	
	Financing: Capital Construction Fund						<b>TOTAL:</b>	\$5,250.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 Johnnie Scripps (Jun 4, 2021 12:14 CDT) By Department Director	Jun 4, 2021 Date	 Approved as to Form by City Attorney	Aug 18, 2021 Date
 AMG By City Manager	 Joey Zapata (Jun 4, 2021 12:18 CDT) Date	Jun 4, 2021 Date	





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215983

EFFECTIVE DATE

Aug 16, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 18 PM 1:55  
 CITY SECRETARY'S  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes  No

Supplier Name: DALLAS CHILDREN'S ADVOCACY CENTER Supplier No. 263854

Subject: MEMORANDUM OF UNDERSTANDING TO IMPROVE LIVES OF ABUSED CHILDREN IN DALLAS COUNTY

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: To authorize Memorandum of Understanding with Dallas Children's Advocacy Center and Dallas Police Department will improve the lives of abused children in Dallas County.

Contract Number: DPD-2021-00017189 Contract Term: to

Background: The Memorandum of Understanding (MOU) with Dallas Children's Advocacy Center and the Dallas Police Department (DPD) will agree to support the stated mission of Dallas Children's Advocacy Center and MDT investigative Protocols.



HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.



FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


8/12/21

Aug 16, 2021

By Department Director Date Approved as to Form by City Attorney Date


Au


By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215984

EFFECTIVE DATE

Jul 22, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 JUN 18 PM 12:03  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No


Vendor	TEXAS DEPARTMENT OF PUBLIC SAFETY						Vendor No.	124919
Subject:	MEMORANDUM OF UNDERSTANDING WITH TEXAS DEPARTMENT OF PUBLIC SAFETY							
Lead Dept:	Dallas Police Department							
Action Requested:	Authorize a Memorandum of Understanding with Texas Department of Public Safety that outlines the responsibilities of the department as it relates to Texas Transportation Code 644.							
	Contract Number:	DPD-2021-00016846		08/01/2021	to	08/1/2023		
Background:	This agreement between The City of Dallas and Texas DPS will: maximize the effective utilization of commercial motor vehicle, driver, and cargo inspection resources; allow both agencies to avoid duplication of effort, expand the number of inspections performed; advance uniformity of inspections; and minimize delays in schedules incurred by the industry inherent to this type of enforcement activity.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							-	
							-	
	Financing:						TOTAL:	
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Suppl Agreement Percentage	
						\$ 0.00	%	

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director \_\_\_\_\_ Date \_\_\_\_\_

Ashley Stockton  
Ashley Stockton (Aug 12, 2021 10:01 CDT) \_\_\_\_\_ Date Aug 12, 2021

Jon Fortune  
Jon Fortune (Jul 22, 2021 15:25 CDT) \_\_\_\_\_ Date Jul 22, 2021

 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>						<b>ADMINISTRATIVE ACTION</b>			
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.						<b>215985</b>			
							<b>EFFECTIVE DATE</b>			
							Aug 13, 2021			
1. Place an "X" in the appropriate box for the approval of:										
<input type="checkbox"/> a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.										
<input checked="" type="checkbox"/> b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).										
<input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.										
<input type="checkbox"/> d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.										
<input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.										
<input type="checkbox"/> f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.										
2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.								<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.								<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?								<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Vendor Name:		AT&T Corp.				Vendor No.		268653		
Subject:		AT&T Managed Services - Supplemental Agreement No. 47								
Lead Dept:		Information & Technology Services								
Action Requested:		Authorize SA No. 47 to Accept a Month to Month Day 2 Support Fixed Services Fee								
		Contract Number:		DSV-2016-00000009		Contract Term:		6/1/2021 to 12/31/2021		
Background:		This action will amend the Managed Services Agreement to Accept a Month to Month Day 2 Support Fixed Services Fee (Eff. 6/1/2021) to Support the Legacy Contact Center Solution Until the New Enterprise Contact Center (ECC) Platform Goes Live and is Stabilized.								
Funding:		FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		0198	DSV	1510		3070		- DSV-2016-00000009	\$68,080.96	
									-	
									-	
		Financing:		Data Services Fund				TOTAL:		\$68,080.96
Contract Amendment Information:		Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage		
		47	20-1808	11/30/2020	\$34,777,553.99	\$0.00	\$34,777,553.99	0.00%		

RECEIVED  
 AUG 13 PM 1:03  
 CITY SECRETARY  
 DALLAS, TEXAS

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*William Ziehn*  
 William Ziehn (Jun 16, 2021 12:17 CDT)

Jun 16, 2021  
 Date

*Don Knight*  
 Don Knight (Aug 18, 2021 10:23 CDT)

Aug 18, 2021  
 Date

By Department Director

Approved as to Form by City Attorney

SR

*Joey Zapata*  
 Joey Zapata (Aug 13, 2021 14:52 CDT)

Aug 13, 2021  
 Date

DK

By City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-06 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215986

EFFECTIVE DATE

JUL 9 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG 18 PM 4:59  
CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Friends of Tietze Park Foundation	Vendor No.						
Subject:	Beautification Agreement							
Lead Dept:	Park and Recreation							
Action Requested:	Authorize a Beautification Agreement with The Friends of Tietze Park Foundation to pick up litter and debris at Tietze Park and work on other various beautification projects, all in coordination with the Park and Recreation Department.  Contact: Sloan Anderson (214) 670-0203							
	Contract Number:	PKR-2021-00016769	Contract Term:	9/2/2021 to 9/1/2022				
Background:	The Friends of Tietze Park Foundation is a volunteer organization formed to support, maintain and beautify the park. This organization has made great strides with the city on enhancements to the park and wishes to continue to do so.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	NA NA	\$0.00
	Financing:							TOTAL:
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage	
						\$ 0.00	%	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Gestina  
Department Director  
Date

Jul 9, 2021

Consuelo R Tankersley  
Approved as to Form by City Attorney  
Date

Aug 16, 2021

By City Manager  
Date

Jul 9, 2021



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215987

EFFECTIVE DATE

July 27, 2021 *WPM*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG 19 AM 9:13  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Atilano Torres DBA Torres Construction - Contractor Carolyn Wheeler McGriff - Homeowner	<b>Vendor No.</b>	337798
---------------------	--	-------------------	--------

**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 1507 Briarcliff, Dallas, Texas 75235 in a loan amount not to exceed \$44,215.00 and lead based paint grant amount of \$5,776.00 in CDBG funds. Funds were appropriated by the City Council by a prior resolution.

<b>Contract Number:</b>	HOU-2021-00016954	<b>Contract Term:</b>	Effective date of this AA	to	9/21/2021
-------------------------	-------------------	-----------------------	---------------------------	----	-----------

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	0.00
							-	
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>							0%

*WPM* **APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*David Noguera*

Jul 27, 2021

*MPS*

Jul 29, 2021

By Department Director

Date  
*Qui A. Johnson*

Approved as to Form by City Attorney

MS Date

Jul 27, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

# 215988

### EFFECTIVE DATE

## JUL 15 2021

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 9 AM 9:46

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: CG Nation, LLC dba Camp Gladiator      Supplier No. VC13414

Subject: Approval of Outdoor Program Permits

Lead Dept: Parks and Recreation

Action Requested: Authorize an Outdoor Program agreement with CG Nation, LLC dba Camp Gladiator through its representative Laila Sarvarian. The vendor will provide outdoor fitness classes to the citizens of Dallas.

Contract Number: PKR-2021-00016799      Contract Term: Upon Execution      to      12/31/2021

Background: CG Nation, LLC dba Camp Gladiator, will provide fitness activity instruction to patrons at Griggs Park, for one hour on Tuesdays and Thursday at 7:15 a.m. Department staff collects 15% of fees associated with the program on a six-week basis.

HUB  
Check appropriate Box  
<https://mvpca.cpa.state.tx.us/passcomblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00016799	City collects 15% of program fees on a six-week basis.
Financing:						TOTAL:	N/A

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*John Jenkins*

Jul 15, 2021

By Department Director

Date

*Christine Lanners*

Christine.Lanners (Jul 21, 2021 11:30 CDT)

Jul 21, 2021

Approved as to Form by City Attorney

Date

*John Jenkins*

Jul 15, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215989

EFFECTIVE DATE

AUG 3 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
AUG 19 AM 10:15  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Trane U.S. Inc Supplier No. 192154

Subject: Trane HVAC Parts and Service

Lead Dept: Department of Aviation

Action Requested: Authorize a contract for HVAC replacement parts and service at Dallas Love Field through BuyBoard Contract 631-20

Contract Number:	AVI-2021-00017203	Contract Term:	7/28/2021	to	7/28/2023
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Background: Aviation requires repair and replacement parts for the HVAC units at Dallas Love Field (DAL). DAL has multiple HVAC units that require Trane parts and service. Office of Procurement Services extended the current master agreement; however, Trane US Inc. opted out of the extension option. The office of Procurement Services will not renew the contract until after the summer period in August. DAL must have the ability to get parts and service, especially during the summer months.

HUB  
Check appropriate Box  
<https://mvcoo.cpa.state.tx.us/#nasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7739		3210		-	\$99,599.00
						-	
						-	

Financing: TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

Aug 3, 2021  
Date

*Ashley Stockton*  
Ashley Stockton (Aug 3, 2021 10:36 CDT)  
Approved as to Form by City Attorney

Aug 3, 2021  
Date

*[Signature]*  
By City Manager  
Aug 3, 2021  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215990

EFFECTIVE DATE

JUL 13 2021

CITY SECRETARY  
DALLAS, TEXAS  
JUL 13 19 PM 1:59  
RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Maria Navarro Vendor No. \_\_\_\_\_

Subject: Approval of Concession Permit

Lead Dept: Park and Recreation

Action Requested: Authorize the approval of a Temporary Food and Beverage Permit to be granted to Maria Navarro, a representative of El Tucan (Contractor) for the use of Lawnview Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A.  
Contact: Nicole Chauncey (214) 670-8568

Contract Number:	PKR-2021-00016468	Contract Term:	upon the date of execution	to	12/31/2021
------------------	-------------------	----------------	----------------------------	----	------------

Background: The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than twelve (12) months.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00016468	\$0.00

Financing: No Cost To The City TOTAL: \$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins  
John Jenkins (Jul 13, 2021 12:48 CDT)

Jul 13, 2021

Christine Lanners  
Christine Lanners (Aug 16, 2021 10:46 CDT)

Aug 16, 2021

By Department Director

Date

Approved as to Form by City Attorney

Date

Jeey Zapata  
Jeey Zapata (Jul 13, 2021 12:53 CDT)

Jul 13, 2021

By City Manager

Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215991

EFFECTIVE DATE

Jun 21, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisitioning.

RECEIVED  
 JUN 19 9 21 AM '21  
 CITY SECRETARY'S  
 OFFICE  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Fidelity Workplace Services LLC and Fidelity Management Trust Company Vendor No. VC0000010135

Subject: Trust Agreement and Recordkeeping Services

Lead Dept: City Controller's Office

Action Requested: Authorize a letter dated April 29, 2021 that amends the Revenue Credit Program to the City of Dallas 457 Deferred Compensation Plan, effective as of July 1, 2021.

Contract Number: CCO-2016-0000452 Contract Term: to

Background: To the extent that excess revenue exceeds the record-keeping charges, Fidelity is sharing the revenues with the City of Dallas under the Revenue Credit Program. Fidelity annually reviews amounts credited to the City of Dallas Revenue Credit Accounts at Fidelity for the City of Dallas 457 Deferred Compensation Plan and the City of Dallas 401(k) Retirement Savings Plan. Based on its most recent review, Fidelity proposed an increase in the annual revenue credit from \$50,000 to \$350,000 to be made on a quarterly basis. The Plan Board voted in favor of the increase.

Fidelity shall make a quarterly payment in the amount of \$87,500 (\$350,000 annually) (a "Revenue Credit"), which shall be spread pro rata across the City of Dallas 457 Deferred Compensation Plan and the City of Dallas 401(k) Retirement Savings Plan based on each Plans' assets as of the end of each billing quarter, to a suspense account in each Plan (each a "Revenue Credit Account").

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
Financing:						TOTAL:	0.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Sheri Kowalski  
Sheri Kowalski (Jun 18, 2021 10:34 CDT)  
By Department Director Jun 18, 2021 Date

Christina Kowalski  
Christina Kowalski (Jun 21, 2021 9:50 CDT)  
Approved as to Form by City Attorney Jun 21, 2021 Date

Joey Zapata  
Joey Zapata (Jun 21, 2021 09:33 CDT)  
By City Manager Jun 21, 2021 Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <h1>215992</h1>
		<b>EFFECTIVE DATE</b> Aug 11, 2021

RECEIVED  
 AUG 19 PM 4:4  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: ASHLEY JORDAN Supplier No. VC18001

Subject: SOUTH DALLAS CULTURAL CENTER PROGRAMMING

Lead Dept: OFFICE OF ARTS AND CULTURE

Action Requested: Artist Ashley Jordan will provide the following services for the South Dallas Cultural Center: design and create an art kit, create a video for virtual instruction and produce 150 kits for SDCC. The artist will deliver the program activity with detailed instructions by Sept 13, 2021.

Contract Number: OCA-2020-00014898 (CR-00025685) Contract Term: 08/16/2021 to 09/13/2021

Background: Payment for services shall not exceed \$6000.00 to be paid as follows: 2 payment 1) First Payment of \$3000 upon completion of deliverable number 1. 1) Final Payment of \$3000 upon completion of the 150 art kits and instructional video, and receipt of vendor's invoice, in accordance with the terms of the contract.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4832	CA02	3089		MASC- OCA-2020-00014898	\$6,000.00
Financing: GENERAL FUND						TOTAL:	\$6,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

*MB* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
 Jennifer Scripps (Aug 11, 2021 15:28 CDT)  
 By Department Director

Aug 11, 2021  
 Date

*Lisa Marra*  
 Approved as to Form by City Attorney  
 Date

Aug 19, 2021  
 Date

*Joey Zapata*  
 Joey Zapata (Aug 11, 2021 16:29 CDT)  
 By City Manager

Aug 11, 2021  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215993

EFFECTIVE DATE

Aug 11, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
21 AUG 20 AM 8:30  
CITY SECRETAR  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Sarah Ridout Supplier No. VC23368

Subject: PROFESSIONAL SERVICES

Lead Dept: OFFICE OF ARTS AND CULTURE

Action Requested: Consultant shall create a design of a commercial style movie poster for the Dallas Majestic Theater Centennial and celebration which shall take place in September 2021. Pursuant to consultant's availability, consultant shall also participate in any interviews, panel discussions, media content, and special events created and hosted by the City of Dallas Office of Arts and Culture and other partners.

Contract Number: OCA-2020-00014898 (CR-00025674) Contract Term: 08/16/2021 to 09/30/2021

Background: The fee for this service is a one-time payment of \$1,500.00 to be paid in accordance with the terms of the contract and upon satisfactory completion of all required services and deliverables and receipt of invoice.

HUB Check appropriate Box  
<https://mycpa.cpa.state.tx.us/passcmb/search/>  
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.  
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.  
 NO, there are no HUB's in Dallas County to contact for this business category.  
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089		MASC- OCA-2020-00014898	\$1,500.00
						-	
						-	
Financing: GENERAL FUND						TOTAL:	\$1,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps (Aug 11, 2021 16:26 CDT)  
By Department Director

Aug 11, 2021

Date

Approved as to Form by City Attorney

Aug 19, 2021

Date

Joey Zapata (Aug 11, 2021 16:35 CDT)

Aug 11, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215994

EFFECTIVE DATE

July 29, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG 20 AM 9:4  
CITY SECRETARY  
DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	SSI, INC	Vendor No.	518951
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Subject: Maintenance & Support for Computer Based Training System

Lead Dept: Aviation

Action Requested: Authorize Administrative Action with sole source vendor to have 3 year maintenance & support computer based training system (CBTS) contract. Contract amount not to exceed \$19,500.00. See approved sole source documents.

Contract Number:	AVI-2021-00015785	Contract Term:	7/19/2021	to	7/18/2024
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Background: The Department of Aviation acquired the CBTS, which is a web-based product, through a previous Council Resolution (CR 11-3219). The CBTS is used to provide security related training mandated by the Transportation Security Administration (TSA) and safety related training required to meet Federal Aviation Administration (FAA) requirements. Contract amount not to exceed \$19,500.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7719	AV15	3099		CX AVI-2019-00010023	\$19,500.00
Financing: FY2021 Operating Fund							TOTAL: \$19,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Jul 16, 2021  
Date

Approved as to Form by City Attorney

Jul 29, 2021  
Date

By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215995

EFFECTIVE DATE

May 6, 2021

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 20 2021  
PM 1:52

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: American Society of Composers Authors and Publishers (ASCAP) Vendor No. 265824

Subject: Music Royalty Fees

Lead Dept: Office of Cultural Affairs/WRR-FM

Action Requested: Authorization to pay music royalty fees and encumbered funds for the period of September 01, 2021 through December 31, 2022, subject to appropriations, and the terms of the licensing agreement that carries forward until such time as a resolution is reached in the ongoing dispute between musicians and the licensing agency.

Contract Number: OCA-2020-00014794 Contract Term: 09/01/2021 to 12/31/2022

Background: This AA will allow WRR to continue to broadcast music licensed by ASCAP. The ASCAP 2008 NRBMLC Radio Station License Agreement expired on December 31, 2018. ASCAP and the National Religious Broadcast Music License Committee (NRBMLC) are currently in negotiations in connection with the terms and conditions, including license fees, to be incorporated into a new license agreement for NRBMLC-represented stations. Until the new agreement is approved, radio stations are to continue with the existing license. The agency will not sign an interim agreement with the City. (January 2021 thru August 2021 was a full credit in the amount of \$6,676 with a decrease of monthly payment from \$1,042 to \$621)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0140	OCA	1067		3074		MASC OCA-2020-00014794	9,912.00
						-	
						-	
Financing: Municipal Radio Funds						TOTAL:	9,912.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	196347	7/31/2019	25,944.00	0.00	35,856.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer Scripps (May 6, 2021 12:29 CDT)

By Department Director

May 6, 2021

Date

*MPS*  
08.19.21

Approved as to Form by City Attorney

Date

*Joey Zapata*  
Joey Zapata (May 6, 2021 14:10 EDT)

By City Manager

May 6, 2021

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215996

EFFECTIVE DATE

AUG 17 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Dallas County Hospital District d/b/a Parkland Health & Hospital System Supplier No. 900498

Subject: Memorandum of Understanding Approval

Lead Dept: Office of Integrated Public Safety Solutions (MGT)

Action Requested: Authorize execution of Memorandum of Understanding between Dallas County Hospital District and the City of Dallas for continued support of the RIGHT Care Program.

Contract Number: N/A Contract Term: 3/12/2021 to Indefinite

Background: This action authorizes execution of a memorandum of understanding between the City and Dallas County Hospital District as a statement of understanding and continued support of the RIGHT Care Program. Since 2018, the City and the Hospital District have jointly staffed this team. There is no cost consideration for this execution.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

David Pughes 8/17/21  
David Pughes 8/17/21 (Aug 17, 2021 12:53 CDT)

By Department Director

Don Knight  
Don Knight (Aug 17, 2021 17:04 CDT)

Approved as to Form by City Attorney

Aug 17, 2021  
*DK* Date

Jon Fortune  
Jon Fortune (Aug 17, 2021 16:52 CDT)

By City Manager

Aug 17, 2021

Date

215997

**Memorandum**

RECEIVED

2021 SEP 21 PM 3: 52

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE September 15, 2021

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Action No. 21-5997 for Street Reconstruction Group 17-6004 dated 8/20/2021**

It has come to our attention that the following information is incorrect on the original document:

- 1) Supplemental Agreement No. 1 and Administrative Action Form

Incorrect: Contract No. PBW-2018-00007736

Correct: Contract No. PBW-2018-00007766

- 2) Capital Funding Request Form DWU-FRM-013-FP

Incorrect: CIMIS/AGENDA DESCRIPTION: SA#2 for Water Main Construction for Geraldine Drive – PB17V257

Correct: CIMIS/AGENDA DESCRIPTION: SA#1 for Water Main Design for Geraldine Drive – PB17V257

- 3) Capital Funding Request Form DWU-FRM-013-FP

Incorrect: CIMIS/AGENDA DESCRIPTION: SA#2 for Wastewater Main Design for Geraldine Drive – PB17V257

Correct: CIMIS/AGENDA DESCRIPTION: SA#1 for Wastewater Main Design for Geraldine Drive – PB17V257

Please make the necessary corrections to the permanent records. Should you have any questions or require additional information, please contact Andrew Velasquez, P.E., Project Manager at (214) 948-4441.


*Robert Perez*

Robert Perez, Ph.D., Director  
Department of Public Works

Attachment

c: file

*afp/21*

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	215997
		EFFECTIVE DATE
		8/20/21

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No **AV**

Supplier Name:	Solaray Engineering, Inc.	Supplier No.	VS000012345
Subject:	Street Reconstruction Group 17-6004		
Lead Dept:	Department of Public Works		

**Action Requested:** Authorize Supplemental Agreement No. 1 to the professional services contract with Solaray Engineering, Inc. for additional engineering design services needed for Street Reconstruction Group 17-6004 in the amount of \$10,453.25, increasing the contract amount from \$198,217.98 to \$208,671.23.

Contract Number:	PBW-2018-00007736	Contract Term:	1/9/2019	to	12/31/2022
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**Background:** During design, Public Works received DWU's request to change the proposed water main alignment along Geraldine Dr to the western side of the pavement, redesign the water line to improve maintenance and clear any potential conflicts with the proposed storm drainage pipe. Also, DWU requested to replace an existing wastewater main in Geraldine Dr that was installed in the 1940s. This action will add the additional engineering design services needed for Geraldine Dr to the contract.

**HUB**  
Check appropriate Box

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.


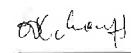
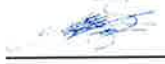
NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
2115	DWU	PW42		4111	719133	CX - PBW-2018-00007766	\$7,052.68
3116	DWU	PS42		4111	719134	CX - PBW-2018-00007766	\$3,400.57
<b>Financing:</b>						Water Utilities Capital Improvement Funds	<b>TOTAL:</b>
							\$10,453.25

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	19-0083	1/9/2019	\$198,217.98	\$0.00	\$208,671.23	5.27%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code. 004

CTN  By Department Director	8/13/21 Date	 Approved as to Form by City Attorney	08/20/21 Date
 By City Manager		08/20/21 Date	



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	215998	
	EFFECTIVE DATE	
	Aug 23, 2021	<u>MD</u>

See Administrative Directive 4-05 for additional guidelines and routing.  
 File the approved form and all necessary documentation with the  
 City Secretary's Office to receive an official file stamp.

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CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.	
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).	
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.	
<input checked="" type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.	
<input type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):	

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	White & Wiggins, L.L.P.	Supplier No.	344317
Subject:	Supplemental Agreement No. 2 to the Professional Services Contract		
Lead Dept:	City Attorney's Office		

**Action Requested:** Authorize Supplemental Agreement No. 2 to the professional services contract with White & Wiggins, L.L.P. for additional legal representation to Commissioner Wayne Garcia, a member of the City Plan Commission ("CPC"), in a proceeding before the City of Dallas Ethics Commission. This Supplemental Agreement No. 2 shall not exceed \$5,000, increasing the total contract from \$20,000 to \$25,000.

Contract Number:	ATT-2021-00016261	Contract Term:	4/1/2020	to	*Indefinite
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**Background:** White & Wiggins, L.L.P. was retained to represent CPC Commissioner Wayne Garcia in a proceeding before the City of Dallas Ethics Commission. This Supplemental Agreement No. 2 shall not exceed \$5,000, increasing the total contract from \$20,000 to \$25,000. \*The City Attorney can terminate the contract with 10 days' notice to the Firm.

**HUB**  
Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

<input type="checkbox"/>	YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
<input type="checkbox"/>	YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
<input type="checkbox"/>	NO, there are no HUB's in Dallas County to contact for this business category.
<input checked="" type="checkbox"/>	NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0192	ORM	3888		3033		MASC ATT-2021-00016261	\$5,000.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$5,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	21-5567	4/16/2021	\$10,000.00	\$10,000.00	\$25,000.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<p><u>Step Powers</u> By Department Director</p>	<p>Aug 23, 2021 Date</p>	<p><u>Michael Doss</u> Michael Doss (Aug 23, 2021 17:07 CDT) Approved as to Form by City Attorney</p>	<p>Aug 23, 2021 Date</p>
	<p><u>[Signature]</u> By City Manager</p>	<p>Aug 23, 2021 Date</p>	



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

215999

EFFECTIVE DATE

August 24, 2021 7/20/21

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Supplier Name:</b>	Scott-King Group, LLC - Contractor Nancy Olivia Willis - Homeowner	<b>Supplier No.</b>	VS100679
<b>Subject:</b>	Home Improvement and Preservation Program (HIPP Rehab)		
<b>Lead Dept:</b>	Housing & Neighborhood Revitalization		

<b>Action Requested:</b>	Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 8711 Lockhaven Dr., Dallas, Texas 75238 in a loan amount up to \$47,380.00 and lead based paint grant amount of \$1,520.00 in CDBG funds. Funds were appropriated by a prior City Council resolution.					
	<b>Contract Number:</b>	HOU-2021-00016518	<b>Contract Term:</b>	Effective date of this AA	to	10/21/2021

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpa/sscblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Noguera

Aug 24, 2021

MPS

Aug 24, 2021

By Department Director

Date

Approved as to Form by City Attorney

MS


Date

*Qu A. Johnson*

Aug 24, 2021

By City Manager

Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216003
		EFFECTIVE DATE
		August 24, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Supplier Name:	<b>Atilano Torres DBA Torres Construction - Contractor</b> <b>Mary M. Price - Homeowner</b>	Supplier No.	337798
Subject:	Home Improvement and Preservation Program (HIPP Rehab)		
Lead Dept:	Housing & Neighborhood Revitalization		

Action Requested:	Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 10623 Sylvia Dr., Dallas, Texas 75228 in a loan amount not to exceed \$31,142.00 and lead based paint grant amount of \$6,232.00 in CDBG funds. Funds were appropriated for this program pursuant to a previously authorized resolution.						
	Contract Number:	HOU-2021-00016953	Contract Term:	Effective date of this AA	to	10/21/2021	

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.




**HUB**  
 Check appropriate Box  
<https://mycpa.cp.state.tx.us/tpa/sscmblsearch/>


<input type="checkbox"/>	YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
<input type="checkbox"/>	YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
<input type="checkbox"/>	NO, there are no HUB's in Dallas County to contact for this business category.
<input type="checkbox"/>	NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 David Noguera By Department Director	Aug 24, 2021 Date  By City Manager	 Approved as to Form by City Attorney MS Aug 24, 2021 Date	Aug 24, 2021 Date
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 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216004
		EFFECTIVE DATE
		August 24, 2021 <span style="float: right; font-size: 8pt;">MM</span>

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small>

RECEIVED  
 2021 AUG 24 PM 3:12  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Supplier Name:</b>	<b>Scott-King Group, LLC - Contractor</b> <b>Esther Ornelas - Homeowner</b>	<b>Supplier No.</b>	VS100679
<b>Subject:</b>	Home Improvement and Preservation Program (HIPP Rehab)		
<b>Lead Dept:</b>	Housing & Neighborhood Revitalization		

<b>Action Requested:</b>	Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 3823 Peoria Ave., Dallas, Texas 75212 in a loan amount not to exceed \$44,000.00 and lead based paint grant amount of \$1,200.00 in CDBG funds. Funds were appropriated by a previous City Council resolution.					
	<b>Contract Number:</b>	HOU-2021-00016950	<b>Contract Term:</b>	Effective date of this AA	to	10/21/2021

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.


<b>HUB</b> <small>Check appropriate Box</small>	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does <i>not</i> involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.
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	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<i>David Noguera</i> _____ By Department Director	Aug 24, 2021 _____ Date <i>Qui A. Johnson</i> _____ By City Manager	<i>MPS</i> _____ Approved as to Form by City Attorney	MS Aug 24, 2021 _____ Date
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 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	216005	216005
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	EFFECTIVE DATE
		August 24, 2021 <span style="float: right; font-size: 8pt;">704X</span>

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  YES  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Supplier Name:</b>	Legacy Red Group, Inc <b>Janice Douglas</b>	<b>Supplier No.</b>	VS99229
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**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** An amendment to the Triparty Agreement for the Home Improvement and Preservation Program rehabilitation project at 8904 Bluestem Circle, Dallas, Texas 75249 by decreasing the loan amount from \$28,548.00 to \$22,176.40, decreasing the lead based grant amount from \$5,052.00 to \$4,852.00, correcting the authorizing resolution, and extending the completion deadline.

<b>Contract Number:</b>	HOU-2020-00014609	<b>Contract Term:</b>	Effective date of this AA	to	05/30/2021
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**Background:** The initial AA referenced the incorrect authorizing resolution number (December 11, 2019 by Resolution No. 19-1863). The correct resolution number is 20-1220, approved on August 26, 2020. It approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

**HUB Check appropriate Box**

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<i>David Noguera</i> By Department Director	Aug 24, 2021 Date	<i>MPS</i> Approved as to Form by City Attorney MS	Aug 24, 2021 Date
 By City Manager	Date		



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216006

EFFECTIVE DATE

AUG 23 2021

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CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Social Pinpoint Supplier No. VC23040

Subject: Purchase of Social Pinpoint to engage Dallas residents and stakeholders on land use Area Planning

Lead Dept: Planning & Urban Design

Action Requested: Purchase of Social Pinpoint to enhance the Planning & Urban Design department's engagement efforts for land use Area Planning efforts

Contract Number:	PNV-2021-00016650	Contract Term:	August 24, 2021	to	August 23, 2023
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Background: The Planning & Urban Design department has initiated three Area Planning processes to establish a detailed land use and development vision to guide growth and investment in the identified planning areas. These plans will articulate a vision and priorities to influence City policies and leverage resources for the area. Effective and thoughtful resident and stakeholder engagement is critical to the success of these planning efforts. Due to COVID, innovative and easy to use digital engagement are needed to enhance the reach of resident and stakeholder engagement.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PNV	1598	ECNR	3341		- CX PNV-2021-00016650	\$15,480.00
						-	
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	N/A	N/A	N/A	N/A	N/A	\$ 0.00	N/A

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Julia Ryan  
Julia Ryan (Aug 23, 2021 10:29 CDT)

By Department Director

Aug 23, 2021

Date

vs

Willow Sanchez  
Willow Sanchez (Aug 23, 2021 11:32 CDT)

Approved as to Form by City Attorney

Aug 23, 2021

Date

Carla...

Aug 23, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216007

EFFECTIVE DATE

8/23/2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 25 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	North Central Texas Council of Governments (NCTCOG)	Supplier No.	066264
Subject:	Regional Emergency Preparedness Program FY2021		
Lead Dept:	Office of Emergency Management		

Action Requested:	Authorize the City to pay NCTCOG for its Regional Emergency Preparedness Program FY2021 membership dues						
	Contract Number:	MGT-2021-00017243	Contract Term:	10/1/2020	to	9/30/2021	

**Background:** The NCTCOG Emergency Preparedness Program facilitate collaborative regional preparedness efforts through improved efficiency, resource sharing, planning coordination and other supportive member services. Annual membership program dues increase the scope and effectiveness of regional programs and projects, enhance citizen safety, and help protect critical infrastructure in our region.

**HUB**  
Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	2076	EM01	3340	General	CT-MGT NCTCOG2021	\$15,000.00	
						-		
						-		
<b>Financing:</b>		2076					<b>TOTAL:</b>	\$15,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Rocky Vaz*  
 By Department Director

8/3/2021  
 Date

*Anna Lamberti Holmes*

Approved as to Form by City Attorney

ALH 8/20/21  
 Date

*[Signature]*

By City Manager

Aug 23, 2021  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216008
		EFFECTIVE DATE
		7.16.2021

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Thomas Reprographics Inc. dba Thomas Printworks Vendor No. 007564

Subject: Bin Wrapping at Dallas Love Field

Lead Dept: AVI

Action Requested: Authorize Administrative Action to enter service agreement for the awarded vendor to wrap bin receptacles at Dallas Love Field Airport. Service amount not to exceed \$6,494.08

Contract Number: AVI-2021-00016526 Contract Term: 7/16/2021 to 9/30/2021

Background: The vendor will wrap all the bin receptacle at Dallas Love Field. Wrapping will display appropriate waste that is to be deposited in each receptacle to identify and separate waste, recycle, and liquid items. The Vendor will come on site to pick up the receptacles and return them with the requesting wrapping listed in the specifications. Service will not exceed \$6,494.08.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	130	AVI	7729	AV28	3099		CX AVI-2021-00016526	\$6,494.08
	Financing: FY2021 Operating Fund							<b>TOTAL:</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 By Department Director	7/16/2021 Date	 Approved as to Form by City Attorney	8/5/2021 Date
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\_\_\_\_\_  
 By City Manager Date 7/16/2021





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216009

EFFECTIVE DATE

Aug 20, 2021

2021 JUN 25 AM 10:44  
 RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS

**1. Place an "X" in the appropriate box for the approval of:**

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: AV Pro Inc Supplier No. 239891

Subject: Repair and Building Maintenance

Lead Dept: Office of Arts & Culture

Action Requested: Authorization is requested to procure the services of AV Pro Inc for the following service: Consultant will replace the damaged Prodigy Hoist on the Latino Cultural Center's rigging system from August 23-26, 2021. The damaged Prodigy Hoist must be repaired in order for the center's rigging system to work properly. The damaged Prodigy Hoist requiring replacement was identified during the consultant's annual inspection of the center's rigging system in April 2021.

Contract Number: OCA-2021-00017262 Contract Term: 08/23/2021 to 08/26/2021

Background: The fee for this service will not exceed ~~\$25,176.00~~ <sup>\$27,982.00 - AG</sup>. Consultant understands that the City of Dallas will pay for services as follows: one payment of ~~\$25,176.00~~ <sup>\$27,982.00 - AG</sup> within thirty days of execution of contract, approval of administrative action, completion of service and receipt of final invoice.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpa/sscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4805	CULF	3210		CX OCA-2021-00017262	\$27,982.00
						-	
						-	
Financing: General Fund						TOTAL:	\$27,982.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer Scripps (Aug 20, 2021 15:17 CDT)

Aug 20, 2021

*Scott Bray*

Aug 23, 2021

By Department Director

Date

Approved as to Form by City Attorney


Date

*Joey Zapata*  
Joey Zapata (Aug 20, 2021 15:17 CDT)

By City Manager

Aug 20, 2021

Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216010
		EFFECTIVE DATE
		Aug 25, 2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 26 AM 10:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	Dallas County Hospital District dba. Parkland Health & Hospital System	Supplier No.	
Subject:	Memorandum of Understanding		
Lead Dept:	Park and Recreation		

Action Requested: Approve a one-year Memorandum of Understanding allowing Parkland Community Health Workers to conduct onsite community health screenings, educational sessions and virtual care visits at two recreation centers. The department will provide the technology and private space necessary for virtual visits.

Contract Number:		Contract Term:	NTP	to	08/31/2022
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Background: Parkland Health & Hospital System first opened its doors in 1894 and is now one of the largest public hospital systems in the country. The hospital averages more than 1 million patient visits annually. Services include a Level I Trauma Center, the second largest civilian burn center in the U.S. and a Level III Neonatal Intensive Care Unit. The system also includes 20 community-based clinics, including primary care and women's clinics, 12 school-based clinics and numerous outreach and education programs. Parkland is the primary teaching hospital for the University of Texas Southwestern Medical Center.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.




NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	N/A	PKR	N/A	N/A	N/A	N/A	- N/A	\$0.00
							-	
							-	
	Financing:		N/A			<b>TOTAL:</b>		\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	8/19/21 Date	 Approved as to Form by City Attorney	Aug 25, 2021 Date
 By City Manager	Aug 25, 2021 Date		

**Memorandum**

RECEIVED

216011

2021 SEP 23 PM 12:10

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE September 22, 2021

TO Bilierae Johnson  
City Secretary

SUBJECT **Correction to Administrative Actions**

The following Administrative Actions should read as follows:


Administrative Action No. 21-6011  
Contract Number: MCC-2021-00017252 Contract Term: 9/19/2021 – 11/19/2021

Administrative Action No. 21-6064  
Contract Number: MCC-2021-00017353 Contract Term: 8/6/2021 – 11/6/2021

Administrative Action No. 21-6065  
Contract Number: MCC-2021-00017354 Contract Term: 8/6/2021 – 11/6/2021

Please make the necessary corrections to the permanent records. Should you have any questions, please contact me at 214-670-5682.

Carrie Rogers, Director  
Mayor/City Council Office

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216011
		EFFECTIVE DATE
		8-24-2021

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 26 AM 11:12  
 CITY SECRETAR  
 DALLAS, TEXA

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: **Class Act Creative Solutions** Supplier No. **VC23540**

Subject: **District 11 Event - International District celebration "Popsicles & Progress"**

Lead Dept: **Mayor & City Council Office - District 11**

Action Requested: **To authorize payment to Class Act Creative Solutions for event planning services for event on September 19, 2021.**

Contract Number: **MCC-2021-00017252** Contract Term: **9/19/2021** to **9/19/2021**

Background: **Event planning services to showcase all the development for resident access to information about significant property in the District. This event includes major developers (KDC, Lifetime, Galleria, etc.) participating as well as the DISD, North Dallas Chamber, NCTCOG, and the City with displays of progress.**

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MCC	1A11		3099		-	\$1,500.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	<b>\$1,500.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*Carrie Rogers*  
By Department Director  
Date **Aug 16, 2021**

*Michael Doss*  
Approved as to Form by City Attorney  
Date **Aug 25, 2021**

*Vincent...*  
By City Manager  
Date **Aug 24, 2021**



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216012

EFFECTIVE DATE

MAY 20 2021

RECEIVED  
 2021 JUN 25 AM 11:27  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Exserv Facility Services Vendor No. VS0000074122

Subject: New Forest Green Branch Library Materials Move

Lead Dept: LIB

Action Requested: Authorization for Exserv Facility Services to move library materials from 9015 Forest Lane, 75243 to the new Forest Green Branch facility at 9619 Greenville Ave., 75243 in preparation of opening the new facility.

Contract Number: LIB-2021-00016593 Contract Term: 06/01/2021 to 05/31/2022

Background: A new facility will replace the current Forest Green Branch Library as part of the 2017 Bond Package. The City currently does not have a price agreement for moving services. Three quotes were requested from three separate vendors to move approximately 4,000 linear feet of library materials from the current branch facility to new. Exserv Facility Services submitted the lowest quote at \$7,196.00. Please see attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5322		3099		- LIB-2021-00016593	\$7,196.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$7,196.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*

By Department Director

5/20/2021

Date

*Ashley Stockton*

Ashley Stockton (Aug 23, 2021 14:50 CDT)

Approved as to Form by City Attorney

Date

*[Signature]*  
Joey Zapata (May 20, 2021 11:21 CDT)

By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216013

EFFECTIVE DATE

April 26, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 26 PM 1:00  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Wrangler Roofing, Inc. Vendor No. VC23019

Subject: LCC Roof Preventative Maintenance Agreement

Lead Dept: Office of Arts & Culture

Action Requested: Authorize an annual preventative maintenance agreement for the roof of the Latino Cultural Center in the amount of \$5,000.00 to Wrangler Roofing, Inc.

Contract Number: OCA-2021-00016274 Contract Term: 04/30/2021 to 06/30/2026

Background: Wrangler Roofing, Inc. installed the roof on the LCC Black Box Theater and will provide a 20-year warranty for the roof. In order to maintain the warranty, an annual preventative maintenance and inspection should occur. Payment will be \$500 per service for two services per year for five years.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4805	CULF	3210		MASC OCA-2021-00016274	\$5,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$5,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
					\$0.00		

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Fisher (Apr 26, 2021 14:01 CDT)  
 By Department Director

Joey Zapata (Apr 26, 2021 14:40 CDT)  
 By City Manager

Approved as to Form by City Attorney  
 Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216014

EFFECTIVE DATE

AUG 16 2021

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 2021 AUG 26 PM 2:17

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Friends of White Rock Lake Dog Park Supplier No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with the Friends of White Rock Lake Dog Park to pick up litter and debris at the dog park and work on other various beautification projects, and fund amenities and service enhancements through various fundraisers to be held at the park all in coordination with the Park and Recreation Department.  
Contact: Sloan Anderson (214) 670-0203

Contract Number:	PKR-2021-00016717	Contract Term:	9/2/2021	to	9/1/2022
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Background: Friends of White Rock Lake Dog Park is a volunteer organization formed to support, maintain and beautify the park. This organization has made great strides with the city on enhancements to the park and wishes to continue to do so.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding: <i>rmb</i>	N/A	PKR	N/A	N/A	N/A	N/A	- PKR-221-00016717	\$0.00
							-	
							-	
Financing:							<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*John Jenkins*  
John Jenkins (Aug 16, 2021 12:06 CDT)

Aug 16, 2021

*Consuelo R Tankersley*  
Consuelo R Tankersley (Aug 26, 2021 10:41 CDT)

Aug 26, 2021

By Department Director

Date

Approved as to Form by City Attorney

Date

*Joey Zapata*  
Joey Zapata (Aug 16, 2021 12:15 CDT)

Aug 16, 2021

By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216015

EFFECTIVE DATE

AUG 16 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 AUG 26 PM 4:58  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Huitt-Zollars, Inc. Vendor No. 090025

Subject: Supplemental Agreement to Professional Services Contract Columbia Avenue/Main Street from South Beacon Street to Deep Ellum; PB17VA12

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Huitt-Zollars, Inc. for additional services for Columbia Avenue/Main Street from South Beacon Street to Deep Ellum (PB17VA12), in the amount of \$47,000.00, increasing the contract amount from \$369,805.90 to \$416,805.90. Also, authorize extension of the contract term to December 31, 2021.

Contract Number:	PBW-2018-00007923	Contract Term:	1/16/2019	to	12/31/2021
------------------	-------------------	----------------	-----------	----	------------

Background: This action is needed for additional engineering services for routing the proposed bicycle lanes from Columbia Avenue/Main Street onto Peak Street and Elm Street and produce the associated pavement marking, signage and typical section plan sheets. This action also is needed to fill in the three hundred (300) feet gap between the original scope limit of the project and the Beacon Street Intersection where the Abrams Road project stopped and to produce the associated demolition, paving, pavement marking and signage plan sheets. This supplemental agreement covers the cost of the required additional engineering services and extends the contract term to December 31, 2021.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V22	PBW	VA12	THRF	4111	PB17VA12	CX PBW-2018-00007923	\$47,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$47,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-1767	12/12/2018	\$369,805.90	\$0.00	\$416,805.90	12.70%

TL BB CTM

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

Robert Perez  
Robert Perez (Jul 28, 2021 09:14 CDT)

07/28/2021

By Department Director

Date

Benjamin N. Samples II  
Benjamin N. Samples, II (Aug 16, 2021 11:29 CDT)

08/16/2021

Approved as to Form by City Attorney

Date

08/16/2021

By City Manager

Date





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216016

EFFECTIVE DATE

Aug 25, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 26 PM 5:06  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Actionable Intelligence Technologies, Inc. (AIT) Supplier No. VS0000067333

Subject: Comprehensive Financial Investigative Software

Lead Dept: Dallas Police Department

Action Requested: Authorize a service contract for a subscription to the Comprehensive Financial Investigative Software used by the Dallas Police Department's Narcotics Unit.

Contract Number: DPD-2021-00017231 Contract Term: 8/1/2021 to 7/31/2022

Background: The Comprehensive Financial Investigative Software (CFIS) is an analytical program capable of reading, sorting, and organizing bank records to aid detectives in their investigations. CFIS provides accurate and quick information to increase criminal activity detection, reducing errors and manual research. This contract will provide maintenance, which includes upgrades and technical support pursuant to GSA co-op contract GS35F502AA.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2134		2735		- DPD-2021-00017231	\$9,821.90
						-	
						-	
Financing: General Fund						TOTAL:	\$9,821.90

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Zielinski  
William Zielinski (Aug 2, 2021 14:22 CDT)  
By Department Director

Aug 2, 2021  
Date

Don Knight  
Don Knight (Aug 25, 2021 09:58 CDT)  
Approved as to Form by City Attorney

Aug 25, 2021  
Date

Joey Zapata  
Joey Zapata (Aug 25, 2021 09:33 CDT)  
By City Manager

Aug 25, 2021  
Date

DK  
DK



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216017

EFFECTIVE DATE

Aug 12, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process...
b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less...
c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less...
d. Amendments to non-bid contracts: \$100,000 or less...
e. WRR-FM expenditures: \$50,000 or less...
f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

RECEIVED AUG 27 AM 10:40 CITY SECRETARY DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. [ ] Yes [X] No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. [ ] Yes [X] No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? [ ] Yes [X] No

Supplier Name: WSP USA, Inc. Supplier No. 134356

Subject: Professional Services for the Kay Bailey Hutchinson Convention Center Dallas (KBHCCD)

Lead Dept: CCT

Action Requested: Authorize Supplemental Agreement No. 1, a \$64,500.00 increase in funds, and add an additional quote to the professional service contract for Task Management & Coordination, Economic Impact, Real Estate and Value Capture, Conceptual Test Program Alternatives, and Cost Estimates, under the same terms and conditions.

Contract Number: CCT-2020-00011768 Contract Term: 1/27/2021 to 01/26/2022

Background: On January 27, 2021, City Council authorized a one-year professional services contract with WSP USA, Inc. in the amount not to exceed \$4,888,698.00 by resolution No. 21-0245, to develop a master plan for the Kay Bailey Hutchinson Convention Center Dallas (KBHCCD).

HUB Check appropriate Box https://mycpa.cp a.state.tx.us/tpa sscmbsearch/ [ ] YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. [ ] YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. [ ] NO, there are no HUB's in Dallas County to contact for this business category. [X] NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Table with columns: FUND, DEPT, UNIT, ACTV, OBJ, PROGRAM, ENCUMBRANCE TYPE and NUMBER, AMOUNT. Row 1: - CCT-2020-00011768, \$64,500.00. Row 2: -, -. Row 3: -, -. Total: \$64,500.00

Table with columns: Supplemental Agreement No., Base CR/AA No., Base Contract Date, Base Contract Amount, Sum of Previous Supplemental Agreements, Total Contract Amount Including this Action, Total Supp'l Agreement Percentage. Row 1: 1, CCT-2020-00011768, 01/27/2021, \$4,888,698.00, \$0, \$4,953,198.00, 1.31%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Chikwena Chikwena Aug 12, 2021 By Department Director Date

Benjamin N. Samples, A.A. Aug 20, 2021 Approved as to Form by City Attorney Date

Joey Zapata Aug 12, 2021 17:31 CDT By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216018

EFFECTIVE DATE

AUG 27 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
21 AUG 27 PM 3:38

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Teal Engineering Services, Inc. Supplier No. 518517

Subject: Central Management Software Subsystem (For Traffic Signal Equipment)

Lead Dept: Transportation

Action Requested: Authorize an extension of time to September 1, 2022, and an increase in the amount of \$40,632.00 to the agreement, due to delays outside of Teal Engineering Services, Inc.'s control and to allow Teal to continue providing technical assistance to the City to deliver its Central Management Software Subsystem (CMSS).

Contract Number: STS-2016-00000412 Contract Term: NTP to September 1, 2022

Background: The referenced contract between the City of Dallas and Teal Engineering Service, Inc. (Teal) was executed on August 31, 2016, by CR 16-1346; extended by AA 19-6839 to September 1, 2020; and extended and increased by \$49,000.00 by AA 20-5908 to September 1, 2021. The services to be provided under the contract were associated with providing assistance to the City during implementation, testing, and acceptance of the CMSS PROCURED BY THE City under a separate agreement. Due to several factors beyond the contract with Teal, the implementation of the ATMS project has been delayed primarily due to the result of the inability of the system integrator to deliver a traffic management system (TMS) application that is fully compliant to all requirements identified in the RFSCP. The system integrator is currently replanning and accommodations must be made by the City and Teal to allow for the delay and additional testing and project management.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>  
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.  
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.  
 NO, there are no HUB's in Dallas County to contact for this business category.  
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	TRN	3049	PB24	3070		- STS-2016-00000412	\$40,632.00
						-	
						-	
Financing:						TOTAL:	\$40,632.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	3	16-1346	8/31/2016	\$792,195.22	\$841,195.22	\$881,827.22	11.3144%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216019
		EFFECTIVE DATE
		May 10, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.	
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).	
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.	
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Concession Permit NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition	

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

RECEIVED  
 2021 AUG 30 11 59 AM  
 CITY SECRETARY  
 DALLAS TEXAS

Vendor Name:	Jamal Awawda	Vendor No.	
Subject:	Approval of Concession Permit		
Lead Dept:	Park and Recreation		

Action Requested:	Authorize the approval of a Temporary Food and Beverage Permit to be granted to Jamal Awawda, a representative of Kadar Food (Contractor) for the use of Anderson Bonner Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A. Contact: Nicole Chauncey (214) 670-8568						
Contract Number:	PKR-2021-00016464	Contract Term:	upon the date of execution	to	12/31/2021		

**Background:** The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than twelve (12) months.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmb</i> Funding:	N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00016464	\$0.00
							-	
							-	
	<b>Financing:</b> No Cost To The City						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%


**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

  
 John Jenkins (May 10, 2021 11:32 CDT)  
 By Department Director

May 10, 2021  
 Date

  
 Oruchi Nwaeke (Aug 30, 2021 07:58 CDT)  
 Approved as to Form by City Attorney

Aug 30, 2021  
 Date

  
 Joey Zapata (May 10, 2021 12:27 CDT)  
 By City Manager

May 10, 2021  
 Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216020

EFFECTIVE DATE

August 24, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 30 AM 10:00  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Supplier Name:</b>	<b>Scott-King Group, LLC - Contractor</b> <b>Clayton J. Sanders - Homeowner</b>	<b>Supplier No.</b>	VS100679
<b>Subject:</b>	Home Improvement and Preservation Program (HIPP Rehab)		
<b>Lead Dept:</b>	Housing & Neighborhood Revitalization		

<b>Action Requested:</b>	Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 5915 Worth St., Dallas, Texas 75214 in a loan amount not to exceed \$47,800.00 and lead based paint grant amount of \$1,550.00 in CDBG funds previously appropriated by the City Council.						
	<b>Contract Number:</b>	HOU-2021-00016964	<b>Contract Term:</b>	Effective date of this AA	to	10/21/2021	

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpa/sscmbsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*David Noguera*

Aug 24, 2021

*MPS*

Aug 30, 2021

By Department Director

Date  
*Qui A. Johnson*

Approved as to Form by City Attorney

MS Date

Aug 24, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216021

EFFECTIVE DATE

August 27, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2021 AUG 30 AM 10:17

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Supplier Name:</b>	Ever Green Construction, LLC - Contractor Johnnie M. Fuller and Keineth Fuller - Homeowner	<b>Supplier No.</b>	VC22498
-----------------------	---	---------------------	---------

**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 5808 Regatta Cir., Dallas, Texas 75232 in a loan amount not to exceed \$49,990.00 in CDBG funds. City Council previously appropriated funds for this program.

<b>Contract Number:</b>	HOU-2021-00017041	<b>Contract Term:</b>	Effective date of this AA	to	10/15/2021
-------------------------	-------------------	-----------------------	---------------------------	----	------------

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Noguera

Aug 27, 2021

MPS

Aug 28, 2021

By Department Director

Date

Approved as to Form by City Attorney

MS

Date

*Qui A. Johnson*

Aug 27, 2021

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	216022
		EFFECTIVE DATE
		August 27, 2021

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.	<div style="border: 1px solid black; padding: 5px; display: inline-block;">             RECEIVED              2021 AUG 30 AM 10:20              CITY SECRETARY              DALLAS, TEXAS           </div>
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).	
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.	
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.	

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	Hinton Services, LLC - Contractor <b>Clementina Garcia and Alejandro M. Garcia</b> - Homeowners	Supplier No.	VC22656
Subject:	Home Improvement and Preservation Program (HIPPP Rehab)		
Lead Dept:	Housing & Neighborhood Revitalization		

Action Requested:	Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 2558 Poinciana Place, Dallas, Texas 75210 in an amount not to exceed \$23,505.00 in CDBG funds. Funds have been previously appropriated by the City Council.						
	Contract Number:	HOU-2021-00015893	Contract Term:	Effective date of this AA	to	9/21/2021	

**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.


**HUB Check appropriate Box**  
<https://mycpa.cp.state.tx.us/tpa/sscmblsearch/>

<input type="checkbox"/>	YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
<input type="checkbox"/>	YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
<input type="checkbox"/>	NO, there are no HUB's in Dallas County to contact for this business category.
<input type="checkbox"/>	NO, the HUB requirement does not apply, because this AA does <i>not</i> involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<i>David Noguera</i> By Department Director	Aug 27, 2021 Date  By City Manager	<i>MPS</i> Approved as to Form by City Attorney	Aug 28, 2021 MS Date
	Aug 27, 2021 Date		



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216023

EFFECTIVE DATE

Aug 27, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
21 AUG 30 AM 11:02  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: NATIONAL POLICE FOUNDATION Supplier No. \_\_\_\_\_

Subject: BODY WORN CAMERA RESEARCH AGREEMENT

Lead Dept: Dallas Police Department

Action Requested: To authorize an agreement with National Police Foundation between City of Dallas on behalf of Dallas Police Department to develop tools to automatically analyze body camera recordings.

Contract Number: DPD-2021-00017331 Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: The Dallas Police Department has a research agreement with the National Police Foundation to improve the ability to evaluate the performance of officers in the field through analysis of body worn cameras and to use research to improve police practices and police/community relations in the City of Dallas.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						NO COST CONSIDERATIONS.	\$ 0.00	
Financing:							TOTAL:	\$ 0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director \_\_\_\_\_ Date 8/24/21

Don Knight [Aug 27, 2021 10:38 CD1] Approved as to Form by City Attorney AK Date Aug 27, 2021

Jon Fortune [Aug 27, 2021 10:14 CD1] By City Manager \_\_\_\_\_ Date Aug 27, 2021





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216024

EFFECTIVE DATE

August 30, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
AUG 30 PM 1:04  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Supplier Name:</b>	Atilano Torres DBA Torres Construction - Contractor Lisa Saucedo - Homeowner	<b>Supplier No.</b>	337798
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**Subject:** Home Improvement and Preservation Program (HIPP Rehab)

**Lead Dept:** Housing & Neighborhood Revitalization

**Action Requested:** Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 3427 Maybeth St., Dallas, Texas 75212 in an amount not to exceed \$32,486.00, for the loan, and lead based paint grant in an amount not to exceed \$6,977.50 in CDBG funds will be utilized for this project. Funds have been previously appropriated by City Council.

<b>Contract Number:</b>	HOU-2021-00017040	<b>Contract Term:</b>	Effective date of this AA	to	10/30/2021
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**Background:** On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

**HUB**  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpa/sscmbsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							-	
							-	
							-	
Financing:							<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Noguera

Aug 30, 2021

MPS

Aug 30, 2021

By Department Director

Date

Approved as to Form by City Attorney

MS

Date

*Qui A. Johnson*

Aug 30, 2021

By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216025

EFFECTIVE DATE

08/30/21

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2021 AUG 30 PM 3:11  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: BDS Technologies, Inc. Supplier No. 358484

Subject: Street Reconstruction Project Group 17-4004

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with BDS Technologies, Inc. for additional services for Street Reconstruction Project Group 17-4004 and to extend the contract terms to December 28, 2021 for additional services to be rendered and completed. Supplemental Agreement No. 2 increases the contract amount by \$14,000.00 from \$237,505.08 to a new total of \$251,505.08.

Contract Number: PBW-2019-00008795 Contract Term: 3/18/2019 to 12/28/2021

Background: This action is needed for the additional special services of storm drainage design required to reconstruct the underground storm drainage pipelines within the proposed East Corning Avenue from Arizona Avenue to South Marsalis Avenue (PB17V249) pavement. This action also authorizes Supplemental Agreement No. 2 for the professional services contract with BDS Technologies, Inc. to extend the contract term to December 28, 2021.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	PBW	V249	SREC	4111	PB17V249	CX PBW-2019-00008795	\$14,000.00
						-	
						-	
Financing: 2017 General Obligation Bond Fund						TOTAL:	\$14,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	2	19-0164	1/23/2019	\$215,913.70	\$21,591.38	\$251,505.08	16.48%

TL 88 CN APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code. OOA

Robert Perez (Aug 24, 2021 15:22 CDT) 08/24/21 Date Approved as to Form by City Attorney 08/30/21 Date  
 By Department Director Date  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216026

EFFECTIVE DATE

Aug 27, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 21 AUG 31 AM 10:58  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name:	Hayden Consultants, Inc	Supplier No.	352614
Subject:	Riverfront Jack and Bore Study		
Lead Dept:	TRN		

Action Requested:	Authorize Supplement #10 to a professional service contract with Hayden Consultants, Inc to prepare a geotechnical report for jacking and boring a 14' x 10' box culvert under the existing Union Pacific Railroad (UPRR) bridge on Riverfront Blvd. Also, extend the contract time from March 2020 to June 2022						
	Contract Number:	TRN-2019-00011144	Contract Term:	July 2008	to	June 30, 2022	

Background: This geotechnical report is a requirement from Union Pacific Railroad (UPRR) for underground work within their right-of-way. There is concern by UPRR to avoid impact to the foundation of their existing railroad bridge

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	TRN	V134	INGV	4111	PB17V134	- PBW06U783D1	\$33,600
						-	
						-	
Financing:						<b>TOTAL:</b>	\$33,600

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	10	CR 08-0324	01/23/2008	\$143,344.00	\$2,385,696.13	\$2,562,640.13	1,764%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*Ghassan Khankhali*  
 By Department Director Date  
 Aug 27, 2021

*Elkhouf*  
 Approved as to Form by City Attorney Date  
 Aug 27, 2021

*[Signature]*  
 By City Manager Date  
 Aug 27, 2021



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216028

EFFECTIVE DATE

August 30, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG 31 PM 1:11  
 RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: **Atilano Torres DBA Torres Construction - Contractor** Supplier No. 337798  
**Deborah McGurk - Homeowner**

Subject: Home Improvement and Preservation Program (HIPP Rehab)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a triparty agreement for the Home Improvement and Preservation Program rehabilitation project at 1812 Swan Dr., Dallas, Texas 75228 in an amount not to exceed \$42,405.00, for the loan amount, and lead based paint grant amount in an amount not to exceed \$7,510.00 in CDBG funds will be utilized for this project. Funds have been appropriated by a prior City Council resolution.

Contract Number:	HOU-2021-00017039	Contract Term:	Effective date of this AA	to	10/27/2021
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Background: On August 26, 2020 by Resolution No. 20-1220, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a forgivable loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing.

HUB  
Check appropriate Box  
<https://mycpa.ca.gov>  
[a.state.tx.us/lpa/sscmblsearch/](https://a.state.tx.us/lpa/sscmblsearch/)

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

David Noguera

Aug 30, 2021

MPS

Aug 31, 2021

By Department Director

Date  
Qui A. Johnson

Approved as to Form by City Attorney

MS

Date

Aug 30, 2021

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216030

EFFECTIVE DATE

8/24/21

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG 31  
 CITY SECRETARY  
 DALLAS  
 RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: POSTMASTER - USPS Supplier No. VC0000000330

Subject: USPS/Post Rental Boxes Fee – 75277, 139076 and 660025

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a five (5) year rental contract for the United States Postal Services (USPS) for the use of Post Office Rental Boxes 75277, 139076 and 660025.

Contract Number:	DWU-2021-00017284	Contract Term:	10/01/2021	to	9/30/2026
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Background: Dallas Water Utilities has Caller Boxes with USPS to allow water utility payments and correspondences from Caller Box 75277 and 660025 located at 401 Tom Landry Hwy, Dallas, TX 75260 and Caller Box 139076 located at 400 N. Ervay Street, Dallas, TX 75201: thus, providing faster delivery and processing of payments and the receipt of correspondences from our customers. Through the pre-printed barcode on the utility remittance envelopes, payments and correspondences are routed to these caller boxes. All payments and correspondences are picked up on a daily basis by the City's contracted third-party vendor. An annual fee for the use of the caller boxes are paid to USPS by Dallas Water Utilities.

HUB Check appropriate Box <https://mycoba.com/state.tx.us/dpa/sscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	1252		2252		MASC DWU-2021-00017284	\$24,000.00	
Financing:							TOTAL:	\$24,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Alex Land   
 Terry Lowery   
 By Department Director

8/24/21  
 Date

Approved as to Form by City Attorney

08/31/2021  
 Date  
 mf 8/24/21

08/24/2021  
 By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**216031**  
**EFFECTIVE DATE**  
**AUG 16 2021**

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2021 AUG 31 PM 3:00  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: **Nalco Company, LLC** Supplier No. **180128**

Subject: **Water Treatment Services**

Lead Dept: **Building Services Department**

Action Requested: This action will authorize water treatment services with Nalco Company, Inc. through Texas Smart Buy per Texas Local Government Code Chapters 252 & 262 to provide all necessary supervision, labor, materials, equipment, and tools for water treatment services for Cooling Towers, Chiller Water, Hot Water and Plate Frame Heat Exchangers on a monthly basis.

Contract Number: **BSD-2021-00016431** Contract Term: **8/16/2021** to **8/16/2022**

Background: Nalco Company, Inc. was the authorized vendor for water treatment services on Master Agreement POM-2017-00002879. Water treatment services were not included on the Master Agreement extension for HVAC and Water Treatment Services. These services are crucial for HVAC equipment and are needed to properly maintain the City's HVAC equipment.

HUB  
Check appropriate Box  
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BSD	3061		3210		-	\$19,861.25
0001	BSD	3062		3210		-	\$19,861.25
0001	BSD	3064		3210		-	\$19,861.25
0001	BSD	3188		3210		-	\$19,861.25
Financing:						<b>TOTAL:</b>	<b>\$79,445.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

By Department Director

Aug 16, 2021  
Date

Approved as to Form by City Attorney

Aug 31, 2021  
Date

By City Manager

Aug 16, 2021  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216032

EFFECTIVE DATE

JUL 29 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 AUG 31 2021  
 CITY SECRETAR  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Supplier Name: Turtle Creek Conservancy Supplier No. \_\_\_\_\_

Subject: First Amendment to Conservancy Agreement due to Name Change

Lead Dept: Park and Recreation

**Action Requested:**  
 The Park and Recreation Department wish to enter into this First Amendment to memorialize the name change of the conservancy from Lee Park Arlington Hall Conservancy to its new name of Turtle Creek Conservancy as evidenced by its Certificate of Filing with the Office of Secretary of State.  
 Contact: Nicole Chauncey 214-670-8568  
 Contract Number: PKR-2021-00017161 Contract Term: 9/1/1998 to 9/1/2028

**Background:**  
 On October 14, 1998, authorized by City Council Resolution Number 98-3945, approved by City Council, the City enter into an agreement with Turtle Creek Conservancy, formally known as The Lee Park Arlington Hall Conservancy, to improve, manage, operate and maintain the facility known as Arlington Hall.

**HUB**  
 Check appropriate Box  
<https://mycpa.cpa.state.tx.us/lpasscmblsearch/>  
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.  
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.  
 NO, there are no HUB's in Dallas County to contact for this business category.  
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2021-00017161	\$0.00	
Financing:							<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*John Gentina*  
 \_\_\_\_\_  
 By Department Director Date

*Christine Lanners*  
 \_\_\_\_\_  
 Approved as to Form by City Attorney Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

216033

EFFECTIVE DATE

Jun 17, 2021

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2021 AUG 31 PM 3:30  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Southwest Perennials, Inc. Vendor No. VS0000052204

Subject: Twelve (12) Month Extension of Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a twelve (12) month extension to the contract with Southwest Perennials, Inc. c/o Jerry Soukup for the management and operation of the City Greenhouse Facility and appurtenances on the premises, which includes 50,000 square feet of greenhouse space, area for storage and stock space and operations building located at 8740 Elam Road, Dallas, Texas 75217.  
Contact Person: Nicole Chauncey (214-670-5868)

Contract Number:	PKR-2020-00012609	Contract Term:	9/10/2021	to	9/9/2022
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Background: On May 20, 2010, the City of Dallas, through its Park and Recreation Board and City Council, entered into a contract with Southwest Perennials, Inc. c/o Jerry Soukup for the management and operation of the City Greenhouse Facility at 8740 Elam Road, Dallas, Texas, 75217. The term of the contract was for five years with one five-year contract renewal option upon Director's (or his designee's) authorization. The contract was approved by City Council on June 9, 2010, Resolution #10-1536. The City, through its Director, exercised its renewal option with the term beginning on June 9, 2015 and ending on June 8, 2020. On January 22, 2020 an Administrative Action was approved to extend the contract for nine (9) months, beginning June 9, 2020 and expiring March 9, 2021, while completing the RFP process. On March 9, 2021, an Administrative Action was approved to extend the contract for six (6) months, beginning March 9, 2021 and expiring September 9, 2021, while completing the RFP process. The contract with Southwest Perennials, Inc. provides \$45,000 of bedding plants annually to the six park maintenance districts and the five-golf courses. Vendor will be billed a monthly amount of \$3,750.00 during this extension.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
N/A	PKR	N/A	N/A	N/A		CX	PKR-2020-00012609	\$0.00
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

*John Santina*  
By Department Director Jun 17, 2021 Date

*Christine Lammers*  
Approved as to Form by City Attorney Aug 31, 2021 Date

*[Signature]*  
By City Manager Jun 17, 2021 Date

*MH*  
ORIGINAL - City Secretary