

Memorandum



CITY OF DALLAS

DATE January 6, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **January 10, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On December 29, 2023, a DRAFT City Council Agenda for January 10, 2024, was provided for your review. This memorandum outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda. In addition, we have highlighted agenda items which have been briefed to the City Council and/or Committee by briefing memorandums.

Additional items and deletions to the DRAFT agenda are outlined below, including *revisions* to the FINAL agenda are underlined in blue and *deletions* are strikethrough in red. A brief explanation for revisions along with staff's contact information is provided.

Additions:

31. 24-103 An ordinance abandoning a portion of Treadway Street to the Board of Regents of The University of Texas System, the abutting owner, containing approximately 90,343 square feet of land, located near the intersection of Harry Hines Boulevard and Mockingbird Lane; and authorizing the quitclaim - Revenue: General Capital Reserve Fund (\$6,508,000.00) General Fund (\$20,000.00), plus the \$20.00 ordinance publication fee

Revisions:

19. 24- Authorize a New Markets Tax Credit (NMTC) transaction between the Dallas Development Fund, a Dallas-based Texas nonprofit corporation and certified CDE or a subsidiary thereof (DDF), YMCA of Metropolitan Dallas or a direct affiliate thereof (YMCA) and Capital One and its subsidiaries thereof, of up to \$7,000,000.00 in NMTC allocation for the reconstruction of the Park South YMCA located at 2500-~~Romain~~ Romine Ave., Dallas, Texas, a qualified project under Section 45D of the Internal Revenue Code of 1986, as amended, and for DDF to collect related closing costs and annual fees - Financing: No cost consideration to the City
This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Robin Bentley, Director, Office of Economic Development, at 214-671-9942, for more information.

A memorandum was previously provided to the City Council and/or Committee regarding the following items. A link to the specific memorandums is also attached for more information.


Memorandums:

18. 24-24 Authorize a three-year service contract, with two one-year renewal options, for the implementation and operation of the Ambulance Supplemental Payment Program and preparation and reporting of the cost allocation report to the Texas Health and Human Services Commission with Public Consulting Group, LLC through an intergovernmental agreement with the City of Frisco – Estimated Revenue: General Fund \$40,150,179.00; Estimated Expense: General Fund \$1,606,007.16 (subject to appropriations)
The Public Safety Committee will be briefed by memorandum regarding this matter on January 8, 2024
19. 24-27 Authorize a New Markets Tax Credit (NMTC) transaction between the Dallas Development Fund, a Dallas-based Texas nonprofit corporation and certified CDE or a subsidiary thereof (DDF), YMCA of Metropolitan Dallas or a direct affiliate thereof (YMCA) and Capital One and its subsidiaries thereof, of up to \$7,000,000.00 in NMTC allocation for the reconstruction of the Park South YMCA located at 2500 ~~Romain~~ [Romine](#) Ave., Dallas, Texas, a qualified project under Section 45D of the Internal Revenue Code of 1986, as amended, and for DDF to collect related closing costs and annual fees - Financing: No cost consideration to the City
[The Economic Development Committee was briefed by memorandum on this matter on December 4, 2023.](#)
20. 24-25 Authorize Supplemental Agreement No. 1 to the professional services contract for an increase in the contract with Innovative Emergency Management for an expansion of scope upgrading the regional tabletop exercise to a regional functional exercise - Not to exceed \$122,244.00, from \$491,219.00 to \$613,463.00 - Financing: FY2021 Regional Catastrophic Preparedness Grant Program Fund
The Public Safety Committee will be briefed by memorandum regarding this matter on January 8, 2024.
23. 24-41 Authorize a one-year policy for excess workers' compensation insurance through an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool, and subject to approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool effective February 1, 2024 through January 31, 2025 - Not to exceed \$1,043,280.00 - Financing: Workers' Compensation Fund

DATE January 6, 2024
SUBJECT **January 10, 2024 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**
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[The City Council was briefed by memorandum regarding this matter on January 11, 2019.](#)

Please feel free to reach out to me or Kimberly Bizer Tolbert, Deputy City Manager if you have questions or should you require additional information at this time.



T.C. Broadnax
City Manager

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

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Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 5, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on Request for Proposals for Broadband and Digital Divide Infrastructure**

The purpose of this memorandum is to provide an update on the Request for Proposals (RFP) in support of the City's Digital Divide efforts.


As planned, the period for submissions was closed on December 29, 2023, with the City receiving proposals which will be evaluated. To date, the major Broadband & Digital Divide (BQZ23-00023217) RFP milestones have been completed:

DATE	EVENT	STATUS
9/28/2023	RFCSP Publicly Posted	Completed
10/5/2023	Second Public Posting	Completed
10/23/2023	Pre-Solicitation Meeting #1	Completed
11/14/2023	Pre-Solicitation Meeting #2	Completed
12/7/2023	Official Responses to Questions Posted	Completed
12/29/2023	Deadline for Proposal Submission	Completed
1/3/2024	Evaluation of Proposals	Started

Further information about the solicitation can be found on the City's website at <https://dallascityhall.bonfirehub.com/opportunities/108119>. Subsequent updates will be provided as they become available.

As a reminder, during the solicitation process, there can be no contact or communication with any City staff or Council members with the vendors. The only permissible communication is that between those designated in the text of the Solicitation (named OPS buyer) and the vendor. Non-compliance with this provision will result in rejection of the solicitation proposal from the vendor. In accordance with Dallas City Code and Texas Local Government Code, staff and council will be subject to the penalties listed in these policies, if non-compliance takes place during this or any other active procurement.

Should you have any questions or concerns, please contact Chief Information Officer, Bill Zielinski at william.zielinski@dallas.gov or Director of Procurement Services, Danielle Thompson at danielle.thompson@dallas.gov.



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CITY OF DALLAS

DATE January 5, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **January 10, 2024, City Council Agenda Item #'s 3-7 – Concessions Contracts**

The purpose of this memorandum is to provide additional information for the following Agenda Item Numbers 3-7 scheduled for approval on the January 10, 2024 City Council Agenda:

Item 3. 24-11 *Authorize a Second Amendment to the concession contract with Air Star-Bush LTS Marquis DAL, LLC (Maggiano's), for food and beverage concession services at Dallas Love Field Airport, to (1) extend the term of the contract by an additional seven years; and (2) increase the current street plus 10 percent pricing to 15 percent for the sit-down restaurant covered by the contract (Maggiano's) - Estimated Revenue: Aviation Fund \$488,815.00*

Item 4. 24-10 *Authorize a Third Amendment to the concession contract with Host International, Inc. (Cool River Café, La Madeleine, Paciugo Gelato/Auntie Anne's, Starbucks East Wing, Starbucks West Wing, and Chick-fil-A) for food and beverage concession services at Dallas Love Field Airport to (1) extend the term of the contract by an additional seven-years; and (2) increase the current street plus 10 percent pricing to 15 percent for the sit down restaurant covered by the contract and 17 percent for the fast-casual and quick serve restaurants covered by the contract - Estimated Revenue: Aviation Fund \$4,617,845.00*

Item 5. 24-13 *Authorize a Fourth Amendment to the concession contract with Air Star Concessions, Ltd. (Cantina Laredo, Campisi's Pizza, Whataburger), for food and beverage concessions services at Dallas Love Field Airport, to (1) extend the term of the contract by an additional seven years; and (2) increase the current street plus 10 percent pricing to 15 percent for the sit-down restaurant covered by the contract (Cantina Laredo) and 17 percent for the quick-serve or fast-casual restaurants covered by the contract (Campisi's Pizza, Whataburger) - Estimated Revenue: Aviation Fund \$3,668,268.00*

Item 6. 24-12 *Authorize a Fourth Amendment to the concession contract with Air Star-LTS/Marquis DAL, LLC (Chili's) for food and beverage concessions services at Dallas Love Field Airport to (1) extend the term of the contract by an additional seven-years; and (2) increase the current street plus 10 percent pricing to 15 percent for the sit-down restaurant covered by the contract (Chili's) - Estimated Revenue: Aviation Fund \$801,968.00*

Item 7. 24-9 *Authorize amendments to four (4) concession contracts with Hudson Dallas Love Field Concessionaires, LLC, approved as to form by the City Attorney, to mitigate*

the increased costs of providing products and services to the traveling public and airport employees: (1) the Fourth Amendment to the Dallas Love Field Retail Concession Contract, formerly with Hudson Retail Dallas JV, to (i) extend the term of the contract for an additional 8 years, and (ii) increase the current street plus 10 percent pricing to 15 percent for the retail outlets covered by the contract; (2) the Fourth Amendment to the Dallas Love Field Retail Concession Contract, formerly with HG-Multiplex-Regali JV, to (i) extend the term of the contract for an additional 8 years, and (ii) increase the current street plus 10 percent pricing to 15 percent for the retail outlets covered by the contract; (3) the Third Amendment to the Dallas Love Field Food and Beverage Concession Contract, formerly with HG-Multiplex-Regali-Dallas JV, to (i) extend the term of the contract for an additional 8 years, and (ii) increase the current street plus 10 percent pricing to 17 percent for the fast-casual and quick serve restaurants covered by the contract; and (4) the Third Amendment to the Dallas Love Field Retail Concession Contract, formerly with WDFG North America LLC, to (i) extend the term of the contract for an additional 8 years, and (ii) increase the current street plus 10 percent pricing to 15 percent for the quick-serve outlets covered by the contract - Estimated Revenue: Aviation Fund \$9,117,042.00

These items support the concessions program at Dallas Love Field (DAL) and were included in the forecast of upcoming items on the December 5, 2023, Transportation and Infrastructure Committee Meeting. Staff is proposing extensions to specific, existing contracts to provide a continued benefit to DAL, its concessionaire partners, and passengers using the Terminal as it continues to grow and modernize.

DAL's current terminal concession program started in April 2013. Since that time, there has been some rebranding and remodels by the concessionaires; however, there is additional opportunities to accommodate the significant growth in traffic and customer experience impacts over the last 10 years.

The impact of the COVID-19 pandemic was substantial to the DAL concessionaires. To address all the concession issues associated with the pandemic, in 2021 and 2022, the City Council approved exercising 2-year renewal terms and 2-year extension terms for all the concessions contracts to assist in their economic recovery.

Notwithstanding the prior renewal and extension terms, the concessions program is still facing challenges. Although some issues have improved, such as staffing levels, product availability, and product delivery; staffing costs, wage rates, and product pricing have increased significantly. In addition, improvements are needed to modernize back of house operations and add new modern equipment. This includes self-ordering kiosks and common area elements to provide a more efficient, streamlined customer experience. Further, the proposed improvements will help reduce wait times and allow passengers to pick up faster to-go orders.

Additionally, it is critical that current concessionaires increase customer throughput. The Terminal was designed to handle up 8.2 million passenger boardings, which was

exceeded in 2023. DAL is expected to handle more than 10 million passenger boardings in 2024, or over 20 million total passengers.

Host International, Inc., Air Star Concessions Ltd and their affiliates, and Hudson Dallas Love Field Concessionaires, LLC and their affiliates, project to expend a total of \$14,948,339 in capital improvements to re-brand, remodel, and reconstruct multiple units in the terminal building. These projects will be phased beginning in mid-2024 and expected to be completed by October 2027.

Staff is proposing an increase to the street pricing plus provision of the contracts which will help mitigate the increase costs of operations and allows the concession program to be competitive with other airports of similar size. This is in alignment with DFW International Airport Street pricing plus provisions. Other airports use different percentages but add an overall surcharge to cover cost increases.

In good faith, the concessionaires have made ongoing living wage adjustments to remain competitive with the current market. Amendments to the living wage were made in 2015. Since that time, concessionaires have been competitive with the living wage. Currently, the average wage rates for terminal concessions employees vary from \$17.56 to \$18.13 for non-tipped and non-managerial personnel.

FOOD AND BEVERAGE

Contracts	Units	Latest 12 Month Sales	Last 12 Month Revenues	Proposed Capital Investment	ACDBE Participation
<i>Air Star Concessions Ltd and Affiliates</i>	8 – 10,395sf	\$28,847,882	\$4,533,412	\$5,145,000	Varies from 50% - 100%
<i>Host International Inc.</i>	6 – 9,820sf	\$28,910,133	\$4,149,095	\$2,618,000	49%
<i>*Hudson Dallas Love Field Concessionaires, LLC and Affiliate</i>	5 – 4,234sf New -2- 2,630 sf	\$10,390,408	\$1,433,340	\$526,686	Current - 25% New - \$31.5%

RETAIL

<i>Contracts</i>	<i>Number of Units/Square Footage</i>	<i>Latest 12 Month Sales</i>	<i>Last 12 Month Revenues</i>	<i>Proposed Capital Investment</i>	<i>ACDBE Participation</i>
<i>*Hudson Dallas Love Field Concessionaires, LLC and Affiliates</i>	16 – 14,190sf New – 9 -8,265	\$28,997,256	\$4,959,484	\$6,405,339	Current – 25% New – 31.5%

Four contracts under the Hudson Group’s Umbrella (three retail and one food and beverage) were assigned to a new entity, Hudson Dallas Love Field Concessionaires LLC, which resulted in an increase to each ACDBE partner’s share. That share applies to all units previously separated by each contract. Please refer to the above table for the current and proposed new ACDBE participation.

DAL can continue with consistency and commitment from these concessionaires as it goes through a significant Terminal Area Master Plan (TAMP) that re-envision the terminal area. The concessionaires are proposing significant capital improvements and rebrands to ensure DAL can maintain a high level of customer experience while continuing to grow revenue. In addition, Hudson Dallas will return 10 units to DAL which will allow for operational flexibility through the TAMP and allow for multiple rebranding’s and extensive construction projects in a constrained terminal facility. Employees for closed units will be retained, with some reassigned to different units or locations within the organization.

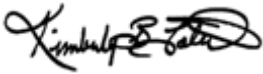
Next steps:

- If the recommended extensions are approved by the City Council, the extensions and street pricing adjustments will be executed through Supplemental Agreements and the capital investments will start in 2024.
- Additional street pricing plus and extensions for the remaining 4 concessionaires comprising 8 units, totaling 8,766 square feet, may be considered at a later date and will be brought to the City Council for approval, as needed.

DATE January 5, 2024
SUBJECT **January 10, 2024, City Council Agenda Item #'s 3-7 – Concessions Contracts**
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Should you have any questions or concerns, feel free to contact me or Patrick Carreno, Director of Aviation, at 214-670-6149 or via email at Patrick.carreno@dallas.gov.

Putting Service First,



Kimberly Bizzor Tolbert
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
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CITY OF DALLAS

DATE January 5, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for January 10, 2024 Council Agenda**

The policy of the City of Dallas is to engage certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City’s architecture & engineering, construction, goods, and professional services contracts. The City’s Business Inclusion and Development Policy (BID Policy) is overseen by the Business Inclusion and Development (BID) division of the Small Business Center, which is providing this summary of M/WBE participation for the January 10, 2024 City Council Agenda.

As a reminder, the M/WBE goals that became effective on October 1, 2020 are:

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
34.00%	32.00%	38.00%	N/A	32.00%

For this agenda, BID reviewed **7** agenda items; **2** items on this agenda include an M/WBE goal. Of those **2** items, **1** exceeded the goal and **1** did not reach the goal. This agenda includes **5** items that did not have an applicable M/WBE goal. The table below provides a summary of M/WBE participation for this agenda.

#	Contract Amount	Procurement Category	M/WBE Goal	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
8	\$509,852.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
16	\$1,792,675.00	Construction	32.00%	25.51%	25.51%	\$457,285.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected
17	\$1875,945.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
18	\$40,150,179.00	Revenue	N/A	N/A	N/A	N/A	M/WBE N/A Revenue
21	\$337,117.42	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
22	\$9,694,400.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services Item is RFB. Lowest responsible bidder was selected
28	\$34,717,342.80	Construction	32.00%	33.84%	100.00%	\$34,717,342.80	Exceeds Goal Item is RFB. Lowest responsible bidder was selected

The following items do not meet the M/WBE goal, but comply with the BID Policy:

Agenda Item No. 16 Authorize a construction services contract with Jeske Construction Co. for the construction of Alley Reconstruction Group 17-8003. Four M/WBE subcontractors are included on this contract. The award amount will not exceed \$1,792,675.00. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Local Businesses

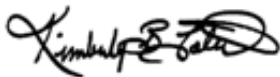
The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There are a total of 9 prime contractors considered in this agenda. The local status for each prime contractor and the percentage of local workforce is also included in the agenda information sheet.

Vendor	Local		Non-Local		Total
Prime	5	55.56%	4	44.44%	9
M/WBE Sub	6	85.71%	1	14.29%	7

Please feel free to contact me or Joyce Williams, Director of the Small Business Center, if you have any questions or should you require additional information.

Putting Service First,

Kimberly Bizer Tolbert
 Deputy City Manager



- c: TC Broadnax, City Manager
- Tammy Palomino, City Attorney
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M/WBE Agenda Item Matrix
January 10, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-6 8	\$509,852.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a five-year service price agreement in the amount of \$287,852.00 with Alto Operations Texas LLC. and Irving Holdings, Inc. DBA BusinessExec in the amount of \$222,000.00 for Transportation for Hire Service at Dallas Love Field Airport, most advantageous proposer of seven - Total estimated revenue: amount of \$509,852.00 (See Fiscal Information)		
This item is Other Services which does not have an availability and disparity participation goal.			
Alto Operation Texas, LLC. – Local; Workforce – 31.46% Local Irving Holdings, Inc. DBA BusinessExec – Local; Workforce – 54.55% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-35 16	\$1,792,675.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	25.51%	25.51% HM, BM, WF	\$457,285.00
Subject:	Authorize a construction services contract for the construction of Alley Reconstruction Group 17-8003 (list attached to the Agenda Information Sheet) - Jeske Construction Co., lowest responsible bidder of three - Not to exceed \$1,792,675.00 - Financing: Street and Transportation (A) Fund (2017 General Obligation Bond Fund)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Flowline Utilities, Local, HM, 21.88% - Utilities Brokers Grass, Local, BM, 0.31% - SOD Logan Trucking, Local, BM, 2.76% - Flexbase Purch/Concrete Hauling Champion Solutions, Non Local, WF, 0.56% - Fuel Supplier Jeske Construction Co– Local; Workforce – 85.00% Local			



M/WBE Agenda Item Matrix
January 10, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-23 17	\$1,875,945.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a four-year cooperative purchasing agreement for the purchase, maintenance, and support of electronic intelligent parking technology with a payment processing system, software licenses, low power wireless telecommunications system, and SaaS management software for the Department of Transportation with IPS Group, Inc. through the OMNIA Partners, Inc. cooperative agreement – Not to exceed \$1,875,945.00 – Financing: General Fund (subject to annual appropriations)		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
IPS Group, Inc. - Non-local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-24 18	\$40,150,179.00	Revenue	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service contract with two one-year renewal options, for the implementation and operation of the ambulance supplemental payment program and preparation and reporting of the cost allocation report to the Texas Health and Human Services Commission - Public Consulting Group, Inc. through an intergovernmental agreement with the City of Frisco - Estimated Revenue: 40,150,179.00		
The Business Inclusion and Development Policy does not apply to Revenue contracts.			
Public Consulting Group, Inc. - Local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
January 10, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-36 21	\$337,117.42	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a two-year cooperative purchasing agreement for continued use of cloud services and support for the budget preparation and management system for the Department of Information and Technology Services with Oracle America, Inc. through the State of Texas Department of Information Resources cooperative agreement - Not to exceed \$337,117.42 - Financing: Data Services Fund (subject to annual appropriation))		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Oracle America, Inc. - Non-local; Workforce - 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-38 22	\$9,694,400.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a three-year service price agreement for the purchase, maintenance, and repair of odor control and corrosion inhibitor agents for use in the sanitary sewer system and wastewater treatment process for the Water Utilities Department - Pencco, Inc. in the estimated amount of \$9,248,900 and Evoqua Water Technologies LLC in the estimated amount of \$445,500, lowest responsible bidders of two - Total estimated amount of \$9,694,400 - Financing: Dallas Water Utilities Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Pencco, Inc. - Non-local; Workforce - 0.00% Local Evoqua Water Technologies LLC - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
January 10, 2024 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
24-20 28	\$34,717,342.80	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	33.84%	100.00% HM, HF	\$34,717,342.80
Subject:	Authorize a thirty-six-month construction services contract for pavement repairs at various locations throughout the city supporting water and wastewater operations of the Dallas Water Utilities Department - Omega Contracting, LLC, lowest responsible bidder of two - Not to exceed \$34,717,342.80 - Financing: Water Construction Fund (\$26,730,917.80) and Wastewater Construction Fund (\$7,986,425.00) (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Omega Contracting, Local, HM, 66.16% - Prime Contractor G & G Saw and Seal, Local, HM, 2.16% - Concrete Sawing & Sealing DFW Aggregates, LLC, Local, HF, 30.24% - Trucking & Aggregate Supplier Cowboy and Sons, dba Cowboy Trucking, Local, HM, 1.44% - Trucking & Aggregate Supplier Omega Contracting, Inc – Local; Workforce – 48.00% Local			

Memorandum



CITY OF DALLAS

DATE January 5, 2024

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on the Development of the HUD Five-Year Consolidated Plan for
FY 2024-25 through FY 2028-29 and FY 2024-25 Consolidated Plan Budget**

On October 18, 2023, City Council was briefed on the U. S. Department of Housing and Urban Development (HUD) grant funds and the requirements for submitting a 5-Year Consolidated Plan, and the schedule. The Consolidated Plan is a comprehensive analysis and strategic plan document that identifies community needs, prioritizes those needs, and details how needs will be addressed. The City of Dallas receives four grants on an annual basis as part of the Consolidated Plan Program. Those grants include: Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

To receive these funds, a 5-Year Consolidated Plan must be developed and submitted to HUD. The current 5-Year Consolidated Plan expires September 30, 2024. A new plan that will cover FY 2024-25 through FY 2028-29 is due to HUD by August 16, 2024. The first year Action Plan (FY 2024-25 annual budget) will be due to HUD at the same time.

During the month of January 2024, Budget & Management Services (BMS) and the Community Development Commission (CDC) will host four virtual, one hybrid, and one in-person Neighborhood Public Meetings. The first public meeting was held on January 4, 2024.

Due to cancellation of the January 17 City Council briefing meeting, the schedule has been revised. The City Manager's recommended approach for development of the new 5-Year plan will be presented to City Council on January 31. This change will allow staff to include feedback gathered from residents from the six meetings in the City Manager's recommendation. The next steps and revised schedule are below.

DATE January 4, 2024

SUBJECT **Update on the Development of the HUD Five-Year Consolidated Plan for FY 2024-25 through FY 2028-29 and FY 2024-25 Consolidated Plan Budget**

Date	Schedule
January 2024	Neighborhood Public Meetings (hosted by CDC and staff)
January 31, 2024	Briefing to the City Council on the City Manager's recommended approach for development of the 5-Year Plan
February 1, 2024	Update to CDC during monthly meeting
February – June 2024	Annual budget development process
February 14, 2024	City Council initial approval of development of the 5-Year Plan
March – April 2024	CDC review and recommendation of the 5-Year Consolidated Plan and First Year Action Plan (Annual Budget)
May 2024	City Council preliminary approval of the 5-Year Consolidated Plan and First Year Action Plan (Annual Budget)
May – June 2024	30-day review/comment period and public hearing
June 2024	Final approval of 5-Year Consolidated Plan and First Year Action Plan (Annual Budget)
August 2024	Submit plans to HUD
October 1, 2024	Effective date of new 5-Year Consolidated Plan and First Year Annual Action Plan

If you have any questions, please contact me or Janette Weedon, Director of Budget & Management Services.



Jack Ireland
Chief Financial Officer

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors