

# Memorandum



CITY OF DALLAS

DATE January 3, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **City Council Committee Assignments**

Staff has created a Committee Action Matrix showing the departments and initiatives for respective Council Committees. After reviewing the committee assignments, it was determined that items regarding the Office of Sustainable Development and Construction will now hear recommendations from the Transportation and Infrastructure Committee. Additionally, items regarding the Department of Code Compliance will now hear recommendations from the Quality of Life, Arts and Culture Committee. I believe this will help us to drill down further into critical issues and better implement our strategies and policy discussion alignment with Council Committees.

These committee updates will help us better address the pressing challenges facing our city and offer innovative and data-driven solutions that lead to quantifiable results.

Attached please find the Committee Matrix with the updated committee assignments for your information.

Thank you for your patience and for your input throughout this process. I am eager to work with you as we continue to move Dallas forward in the spirit of excellence.

A handwritten signature in black ink, appearing to read 'T.C. Broadnax'.

T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney (Interim)  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager  
Jon Fortune, Assistant City Manager

Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Alequresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors

Mayor Eric Johnson

Economic Development  
Chair: Atkins  
VC: Blewett

Environment & Sustainability  
Chair: Narvaez  
VC: Atkins

Government Performance & Financial Management  
Chair: Gates  
VC: Mendelsohn

Housing & Homelessness Solutions  
Chair: West  
VC: Thomas

Public Safety  
Chair: McGough  
VC: Arnold

Quality of Life, Arts, and Culture  
Chair: Arnold  
VC: Gates

Transportation and Infrastructure  
Chair: Kleinman  
VC: Medrano

Workforce, Education, and Equity  
Chair: Thomas  
VC: Resendez

Economic Development  
Historical Preservation  
Planning and Urban Design

Office of Environmental Quality  
Sustainable Development (Park Land Dedication, Reforestation Fund)  
Sanitation  
DWU Water Conservation

City Auditor  
City Attorney  
City Secretary  
Budget  
Procurement  
Risk Management  
City Controller  
Innovation  
Business Diversity  
Public Affairs & Outreach  
Information Technology Services  
Equipment & Fleet Management  
3-1-1  
Civil Service  
Employees' Retirement Fund  
Dallas Police & Fire Pension System  
Human Resources  
Convention & Tourism Contracts

Fair Housing and Human Rights  
Housing & Neighborhood Revitalization  
Homeless Services  
Housing Finance Corporation  
Public Facility Corporation

Dallas Police  
Dallas Fire-Rescue  
Court & Detention Services  
Judicial Nominees  
Emergency Management

Arts & Culture  
Libraries  
Code Compliance  
Animal Services  
Senior Affairs  
Park & Recreation  
Special Events (CES)

Transportation  
DART  
Infrastructure  
Water Utilities  
Sustainable Development (Code Amendments, Building Inspection, Engineering)  
High Speed Rail  
Aviation  
Building Services  
Streets  
KBHCCD Master Plan

Office of Strategic Partnerships  
Welcoming Communities  
Equity  
Ethics & Compliance  
Education  
Job Training  
Workforce Solutions  
Resilience  
Poverty  
Community Centers (Programming)

# Memorandum



CITY OF DALLAS

DATE January 3, 2020

TO Honorable Members of the Public Safety Committee

SUBJECT **FY 2017 Homeland Security Grant Program Supplemental Award Acceptance**

In October of 2017, the Department of Homeland Security announced its grant funding for the 2017 award year. As a designated recipient of this funding, the City of Dallas was awarded \$5,693,850.00 to build our capacity to prevent, protect against, respond to, and recover from a terrorist attack or natural disaster. There is no local match requirement for this grant.

Nearing the end of this grant's period of performance, the State of Texas Office of the Governor (primary recipient) has now awarded the city of Dallas an additional **\$139,509.95** of unspent Management & Administration funds. This program continues to focus on the unique planning, equipment, training, and exercise needs of high-threat, high-density urban areas, with specific carve outs for Law Enforcement activities and Management and Administration of the grant. It assists us in building sustainable capacity to prevent, protect, respond to, and recover from acts of terrorism. These additional funds will continue to be used for:

- Enhancements to the City's communications systems
- Law Enforcement Training and Equipment enhancements
- Equipment and Maintenance for the Dallas Fire Department's US&R and HazMat teams
- Enhancements to the City's Emergency Operations Center
- Planning, training and exercise of emergency management and first responder personnel

We request your acceptance of this supplemental award which will be placed on the council agenda on January 8, 2020 for full council approval.

Please contact me if you have any questions or need additional information.

A handwritten signature in cursive script that reads "Jon Fortune".

Jon Fortune  
Assistant City Manager

DATE January 3, 2020

SUBJECT **FY2017 Homeland Security Grant Program Supplemental Award Acceptance**

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
Mark Swann, City Auditor  
Billierae Johnson, City Secretary  
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Directors and Assistant Directors

# Memorandum



CITY OF DALLAS

DATE January 3, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **January 8, 2020 City Council FINAL Agenda - Additions/Revisions/Deletions**

On December 20, 2019, a DRAFT City Council Agenda for January 8, 2020 was provided for your review. This memo outlines any additions, revisions or deletions made to the FINAL agenda after the distribution of the DRAFT agenda.

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.

## **Additions:**

39. 20-92 Authorize a twenty-year agreement with one ten-year renewal option and two additional five-year renewal options, with Reverchon Park Sports and Entertainment, LLC, for the development, operation, and maintenance of a proposed new athletic field and stadium at Reverchon Park located at 3505 Maple Avenue - Annual Revenue: Reverchon Park ~~and Recreation~~ Beautification Fund \$30,000.00 ([see Fiscal Information](#))

## **Revisions:**

Z3. 19-2005 A public hearing to receive comments regarding an application for and an ordinance granting an amendment to Planned Development District No. 391, on the northeast and southeast corners of Newkirk Street and Joe Field Road  
Recommendation of Staff and CPC: Approval, subject to a revised development plan and conditions  
Z189-295(AU)

## **Deletions:**

Z17. 19-2019 A public hearing to receive comments regarding an application for **(1)** an ordinance granting a Planned Development District for mixed uses; and **(2)** an ordinance terminating Specific Use Permit No. 1172 for a private school and child-care facility on property zoned Planned Development District No. 314, the Preston Center Special Purpose District; an MF-1(A) Multifamily District; and an R-7.5(A) Single Family District with Specific Use Permit No. 1172, on the north side of Colgate Avenue, between Lomo Alto Drive and Douglas Avenue

DATE January 3, 2020

SUBJECT **January 8, 2020 City Council FINAL Agenda - Additions/Revisions/Deletions**

Recommendation of Staff: Approval of a Planned Development District, subject to a conceptual plan, development plans, height and setbacks diagram, mixed use development parking chart, and staff's recommended conditions; and approval of the termination of Specific Use Permit No. 1172  
Recommendation of CPC: Approval of a Planned Development District, subject to a conceptual plan, development plans, height and setbacks diagram, mixed use development parking chart, and conditions; and approval of the termination of Specific Use Permit No. 1172  
Z178-358(JM/AU)

Z21. 19-1982 A public hearing to receive comments regarding an application for and an ordinance granting a Planned Development Subdistrict for GR General Retail uses on property zoned a GR General Retail Subdistrict within Planned Development District No. 193, the Oak Lawn Special Purpose District, on the west corner of Lemmon Avenue and Oak Lawn Avenue  
Recommendation of Staff: Denial  
Recommendation of CPC: Approval, subject to a development plan, landscape plan, and conditions  
Z189-316(PD)

Thank you for your attention to these changes. If you have any questions, please contact Kimberly Bizer Tolbert, Chief of Staff at 214-670-3302.



T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney (Interim)  
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# Memorandum



CITY OF DALLAS

DATE January 3, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for January 8, 2020 Council Agenda**

It is the mission of the Office of Business Diversity to ensure non-discriminatory practices and eliminate barriers while resourcing businesses to the next step in their business life cycle. The policy of the City of Dallas is to use certified Minority and Women-owned Business Enterprises (M/WBEs) to the greatest extent feasible on the City's construction, procurement, and professional services contracts. For your information, staff is providing you with the summary below of M/WBE participation for the voting items scheduled for the January 8, 2020 City Council Agenda. The total contract award amount, consisting of 21 agenda items is \$55.3M. **M/WBE is applicable to 11 of the 21 agenda items. For these items, construction and architectural and engineering items total \$29.6M with an overall M/WBE participation of \$19.19M or 64.85%, while goods and services items total \$20.0M with an overall M/WBE participation of \$11.6M or 58.13%.**

As a reminder, the current M/WBE goals are:

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
25.66%	25.00%	36.30%	23.80%	18.00%

## 2017 Bond Program – January 8<sup>th</sup> Council Agenda

The Office of Business Diversity continues to work diligently with the Bond Program Office to ensure, not only that the M/WBE goals are met, but to also include diverse teams on the bond program projects. This agenda includes three agenda items that are funded by 2017 bond funds. **These three items total \$7.5M with an overall M/WBE participation of \$2.1M or 27.69%.**

### Highlighted Items:

#### Fire Suppression System Project – Love Field

**Agenda Item No. 2** Authorize a contract in the amount of \$1.4M for the construction of the Dallas Love Field Garages A and B Fire Suppression Systems Project. **This item includes participation from one M/WBE vendor resulting in \$997K participation or 70.23% M/WBE participation on an 25.00% goal.**

#### Street Reconstruction – Highland Road

**Agenda Item No. 4** Authorize a construction contract in the amount of \$4.0M for the street reconstruction of Highland Road from Ferguson Road to Primrose Drive. **This item includes participation from two M/WBE vendors resulting in \$1.7M participation or 43.28% M/WBE participation on an 25.00% goal.**

DATE  
SUBJECT

January 3, 2020

**M/WBE Participation for January 8, 2020 Council Agenda**

**Janitorial Supplies – Citywide**

**Agenda Item No. 24** Authorize a three-year master agreement in the amount of \$11.6M for janitorial supplies, trash bags, and liners for citywide use. This **item includes participation from five M/WBE vendors resulting in \$11.5M participation or 99.45% M/WBE participation on an 18.00% goal.**

**Water and Wastewater Improvements**

**Agenda Item No. 35** Authorize **(1)** an 18-month master agreement for water and wastewater small services installation in the amount of \$9.5M; **(2)** a construction contract for the installation of water and wastewater mains at ten locations in the amount of \$2.8M; and **(3)** an 18-month master agreement for water and wastewater mainline extensions and emergency mainline installations and relocations at various locations in the amount of \$4.5M in an amount not to exceed \$16.8M. This **item includes participation from five M/WBE vendors resulting in \$15.5M participation or 92.02% M/WBE participation on an 25.00% goal.**

Please feel free to contact me if you have any questions or should you require additional information.



Zarin D. Gracey  
Director  
Office of Business Diversity

- c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
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# Memorandum



CITY OF DALLAS

DATE January 3, 2020

TO Honorable Mayor and Members of the City Council

SUBJECT **New Procurement Opportunities**

The Office of Procurement Services (OPS) would like to inform the City Council of the following contract opportunities that have been advertised in the last two weeks in the *Dallas Morning News*. These opportunities are also on Bonfire, the City's electronic bid portal: <https://dallascityhall.bonfirehub.com/login>. (Free registration is required to view the opportunity in full.)

In addition, we have updated citywide opportunities for the current quarter on the OPS website: <https://dallascityhall.com/departments/procurement/pages/default.aspx>.

Solicitation No.	Solicitation Name
1. BF20-00012141	Fire Hydrant Parts & Accessories
2. CIZ1886	Bridge Management Engineering Services* (Public Works)

*\*Solicitations that begin with a "C" are for construction projects and the issuing department handles those procurements directly. OPS only advertises and unseals submissions for the construction procurements.*

Once an opportunity/ solicitation is advertised, it is considered an open procurement until the City Council awards the contract. Please be advised that Section 12A-15.8(g) of the Code of Ethics prohibits communication between councilmembers and bidders or proposers on open procurements.

Should you have any questions, please contact Chhunny Chhean, Director of Procurement Services.

Handwritten signature of M. Elizabeth Reich in blue ink.

M. Elizabeth Reich  
Chief Financial Officer

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