

# Memorandum



CITY OF DALLAS

DATE October 11, 2019

TO Honorable Mayor and City Council Members

SUBJECT **Planned City Hall Power Interruption- October 27<sup>th</sup>**

A partial power interruption at Dallas City Hall was held Saturday, September 21, 2019 from 6 a.m. – 6 p.m., in preparation for the proposed power interruption at City Hall from November 28 through December 1, 2019 for the removal and replacement of the Main Distribution Panel (MDP). During the investigative work, where temporary partial power interruption occurred, City Hall experienced issues with disconnect switches not operating properly.

To further investigate and remedy, a complete City Hall Power Interruption has been scheduled for Sunday, October 27, 2019 from 6 a.m. – 6:00 p.m. This power interruption will allow maintenance and repair activities to be performed on all critical disconnect switches in order to ensure they function properly in the future. In addition, the team will conduct transformer inspections to assess the condition and plan for future upgrades.

Building Service Department will be on-site to ensure preventative maintenance work is performed during the complete power interruption at City Hall. In addition, Dallas Security will be on-site to ensure all doors are properly secured throughout this process.

Critical Infrastructure, including 911 (Dallas Police Department), Dallas Fire & Rescue, Dallas 311, Office of Emergency Management, Dallas Love Field, and Communication & Information Services backup systems will operate as normal with generator power. City Hall, in general, will have no power available for daily operations and will be operating on emergency lighting.

Staff will prepare an e-mail announcement to inform all City personnel not to come in to work on Sunday, October 27, 2019, unless it is absolutely critical to do so.

If you have any questions, please contact me, or Adriana Castaneda, Interim Bond Program Director at [adriana.castaneda@dallascityhall.com](mailto:adriana.castaneda@dallascityhall.com) or 214-970-5524.

A handwritten signature in blue ink, appearing to read 'Majed Al-Ghafry'.

Majed Al-Ghafry, P.E.  
Assistant City Manager

c: T. C. Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizzor Tolbert, Chief of Staff to the 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 Aleqresh, Chief Innovation Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors