

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **December 13, 2023 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**

On December 1, 2023, a DRAFT City Council Agenda for December 13, 2023, 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.

Revisions:

17. 23-3200 Authorize an amendment to Resolution No. 23-0689, ~~which~~ previously ~~authorized \$4,618,487.00 in HOME Investment Partnership Funds (HOME) in a~~ approved on May 24, 2023, to (1) authorize execution of one or more development loan ~~agreement and security documents~~ agreements with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) and \$3,965,000.00 in ~~Community Development Block Grant Disaster Recovery Funds (CDBG-DR) in a development loan agreement and security documents with the City of Dallas Housing Finance Corporation or affiliate(s) thereof for the development of Estates at Ferguson, a 164-unit mixed-income affordable 2023 Non-Competitive 4% Housing Tax Credit (4% HTC) multi-family development for seniors to: (1) substitute the funding sources and amounts with Mixed Income Housing Development Bonus Fund (MIHDB), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund, and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund; (2) substitute codes for notes receivables and interest payments for MIHDB Fund; and (3) substitute the funding source for the development loan agreement with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount~~ not to exceed \$652,346.10 in Housing Development Fund (2012 General Obligation Bond Fund) and in an amount not to exceed \$3,965,000.00 with Mixed Income Housing Development Bonus Fund 7,584,165.54 in Mixed Income Housing and Development Bonus Funds by modifying (a) the funding amount from \$3,965,000.00 to \$7,584,165.54 and source from 2022 Community Development Block Grant – Disaster Recovery (CDBG-DR) Funds to the Mixed Income Housing and Development Bonus Fund; and (b) the funding amount from \$4,618,487.00

to \$652,346.10 and source from the FY17-18 HOME Investment Partnerships Program (HOME) Funds and FY22-23 HOME Investment Partnerships Program (HOME) Funds to the Housing Development Fund (2012 General Obligation Bond Fund); (2) authorize the establishment of appropriations in an amount not to exceed \$4,584,165.54 in the Mixed Income Housing Development Bonus Fund; and (3) clarify that the Estates of Ferguson will be located at 9220 Ferguson Road, Dallas, Texas 75228 – Not to exceed \$8,236,511.64; (from \$8,583,487.00 to \$8,236,511.64) – Financing: Mixed Income Housing and Development Bonus Fund (\$7,584,165.54) and Housing Development Fund (~~\$7,584,165.54~~), (2012 General Obligation Bond Fund) ~~Housing Demand Driven Projects Fund (\$612,346.10), and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund (\$40,000.00)~~ (~~\$652,346.10~~)

This item is being revised to update a change in funding sources and amounts. Please contact Cynthia Rogers-Ellickson (I), Director, Department of Housing & Neighborhood Revitalization, at 214-671-5336, for more information.

34. 23-3051 An ordinance amending Chapter 51A, “Dallas Development Code: Ordinance No. 19455, as amended,” of the Dallas City Code by amending Sections 51A-1.105, 51A-8.702, and 51A-10.127; **(1)** moving development services related fees to Section 303 of Chapter 52 of the Dallas City Code; amending Chapter 52, “Administrative Procedures for the Construction Codes,” of the Dallas City Code by amending Sections 303.5, 303.7, and 303.11; **(2)** amending fees for plan reviews, excavation, signs, sidewalk waiver, certificates of occupancy, demolition, backflow prevention, appeal to the advisory, examining, and appeals board, consultation with staff, pre-development meeting, research, determination letters, table A-I new single-family construction, table A-II new multi-family construction, table A-III new commercial construction, and table B alternations or repairs; **(3)** adding new fees for miscellaneous plan reviews, plan revisions, post permit resubmittals, certificates of occupancy for dance halls and sexually oriented businesses, temporary residential certificate of occupancy, inspection fee for one-and-two family dwellings, residential and commercial certificate of occupancy move, phased approvals, permit extensions, inspection scheduling, technology permits, notaries, alternative materials, design and methods of construction, and equipment, special plan document handling, and special investigation fees for work without a permit; **(4)** adding a new Section 303.12, “Zoning Fees”; **(5)** adding a new Section 303.13, “Subdivision Fees”; **(6)** adding a new Section 303.14, “Engineering Fees”; **(7)** adding a new Section 303.15, “Arborist and Landscaping Fees”; **(8)** adding a new Section 303.16, “Geospatial Information Systems Fees”; **(9)** adding a new Section 303.17, “Water and Wastewater Fees”; **(10)** providing a penalty not to exceed \$2,000.00; **(11)** providing a saving clause; **(12)**

providing a severability clause; and **(13)** providing an effective date - Estimated Revenue: Building Inspection Fund \$22,171,984.00

This item is being revised to update the Prior Action section. Please contact Andrew Espinoza, Director, Development Services, at 214-948-4414, for more information.

37. 23-2929 Authorize a public hearing to be held on January 10, 2024, to receive public comments on proposed amendments to the City’s Property Assessed Clean Energy (“PACE”) Program Report which enables PACE financing of water conservation and energy-efficient improvements for private commercial, industrial, and multi-family properties within the city of Dallas pursuant to the Property Assessed Clean Energy Act, as amended (Texas Local Government Code Chapter 399) - Financing: No cost consideration to the City

This item is being revised to update the Prior Action section. Please contact Robin Bentley, Director, Office of Economic Development, at 214-670-0170, for more information.

45. 23-2885 Authorize **(1)** preliminary adoption of Substantial Amendment No. 1 to the FY 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services from the U.S. Department of Housing and Urban Development to reallocate funds in the total amount of \$5,148,311.00 in HOME funds from Tenant Based Rental Assistance to Supportive Services in the amount of \$5,116,875.00 and to Administration and Planning in the amount of \$31,436.00, to continue supportive services and administration for the expanded R.E.A.L. Time Rapid Re-Housing Program; and **(2)** a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds – Financing: No cost consideration to the City

This item is being revised to update the Prior Action. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-4276, for more information.

46. 23-2842 Authorize **(1)** rescinding Resolution No. 22-1011, previously approved on June 22, 2022 that authorized the execution of an interlocal agreement with Dallas County (“County”) to accept funds in an amount not to exceed \$10,000,000.00; **(2)** the acceptance of a \$2,500,000.00 grant from the County’s allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds; and **(3)** execution of a subrecipient agreement using such funds for the redevelopment, renovation, and construction of 4150 Independence Drive, Dallas, Texas 75237 (city-owned real property) to provide supportive housing and services for households at or below the 30 percent Area Median Income for the period December 13, 2023 through September 30, 2026 - Not to exceed \$2,500,000.00 - Financing: FY22 Dallas County ARPA Grant Funds

This item is being revised to update the Council District and Prior Action section. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-4276, for more information.

47. 23-2972 Authorize **(1)** the ratification of the City Manager’s purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for the Office of Homeless Solutions not to exceed \$34,200.00; and **(2)** a contract with Wright Choice Group, LLC for the term of fourteen (14) months for consultant services to include meeting design and facilitation services, plan development, and project recommendations, starting on December 13, 2023, for city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for persons experiencing housing instability or homelessness in an amount not to exceed \$110,133.00 - Total not to exceed \$144,333.00 - Financing: General Fund (subject to annual appropriations)

This item is being revised to update the Prior Action section. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-4276, for more information.

48. 23-2835 Authorize the **(1)** acceptance of a grant from the Texas Department of Housing and Community Affairs (“TDHCA”) in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program, for the period September 1, 2023 through May 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; **(3)** receipt and deposit of funds in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; **(4)** City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; and **(5)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$164,293.00 - Financing: Texas Department of Housing and Community Affairs Grant Funds

This item is being revised to update the Prior Action section. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-4276, for more information.

49. 23-2829 Authorize the City Manager to execute Supplemental Agreement No. 4 to add funding in the amount of \$164,293.00 with Bridge Steps for the management and all operational responsibility of the City’s homeless shelter facility for FY 2023-24 for the Office of Homeless Solutions - Not to exceed \$164,293.00, from \$5,669,686.00 to \$5,833,979.00 – Financing: FY

2022 TDHCA-Homeless Housing and Services Program Reallocation Fund
(subject to annual appropriations)

This item is being revised to update the Prior Action section. Please contact Christine Crossley, Director, Office of Homeless Solutions, at 214-670-4276, for more information.

70. 23-3065 Authorize Supplemental Agreement No. 13 to increase the service contract with Workday, Inc. for continued licensing, configuration, hosting, maintenance, and technical support for the City’s existing human resource and payroll system and to extend the contract from March 8, 2024 to March 7, 2025 - Not to exceed \$4,952,024.05, from \$19,970,488.21 to \$24,922,512.26 - Financing: Data Services Fund
This item is being revised to update the Prior Action section. Please contact Danielle Thompson, Director, Office of Procurement Services, at 214-670-3325, for more information.
73. 23-2950 Authorize a twenty-four-month annual funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and program support within the City of Dallas in the amount of \$424,393.00 for the period of January 1, 2024, through December 31, 2024; and in the amount of \$424,393.00 for the period of January 1, 2025, through December 31, 2025 - Not to exceed \$848,786.00 - Financing: General Fund
This item is being revised to update the Prior Action section. Please contact John Jenkins, Director, Park & Recreation, at 214-670-4073, for more information.
76. 23-3096 Authorize **(1)** a Construction Manager at Risk Agreement, with JE Dunn-Russell, a joint venture, best value proposer of two, for pre-construction and construction services for the Cotton Bowl Renovation, Rehabilitation and Addition Project (or “Project”), located at 3750 The Midway, for **(1)** preconstruction services for the Cotton Bowl Project for a fee in the amount of \$145,000.00; ~~and **(2)** construction management services at a rate of two and ninety-five hundredths percent (2.95%) of the cost of work included as part of the guaranteed maximum price within the total project construction budget of \$110,000,000.00;~~ **(32)** the establishment of appropriations in an amount not to exceed \$32,145,000.00 in the Fair Park Revenue Bonds, Series 2023 Fund ~~Facilities Venue Project Fund~~; and **(4)** ~~commencement of material and equipment acquisition for a portion of the anticipated work under Part One of the Project, as long as it does not exceed the appropriated amount of \$32,000,000.00—JE Dunn-Russell, a joint venture, best value proposer of two - Total n~~Not to exceed \$32,145,000.00 - Financing: Fair Park Revenue Bonds, Series 2023 Bond ~~Facilities Venue Project Fund~~

This item is being revised to update the language in AIS and Resolution. Please contact John Jenkins, Director, Park & Recreation, at 214-670-4073, for more information.

85. 23-2925 Authorize an Interlocal Agreement with Dallas County through Southwestern Institute of Forensic Sciences at Dallas for the provision of forensic, drug, toxicological, environmental, and physical evidence analysis, and other similar medical/forensic analytical services for the period October 1, 2023 through September 30, 2026 - Estimated amount of \$12,300,000.00 - Financing: General Fund ([subject to appropriations](#))

This item is being revised to update the Subject and Resolution. Please contact Martin Riojas, Director, Police Department, at 214-671-3927, for more information.

87. 23-2772 Authorize (1) [a construction services contract for dredging at five locations to restore stormwater storage capacity and basin functionality within the City of Dallas \(list attached to the Agenda Information Sheet\) – Merrell Bros., Inc., lowest responsible bidder of three](#); (2) a transfer of funds in an amount not to exceed \$5,995,975.70 from the Storm Drainage Management Operations Fund to the Storm Drainage Management Capital Construction Fund; (23) an increase in appropriations in an amount not to exceed \$5,995,975.70 in the Storm Drainage Management Capital Construction Fund; and (34) [an increase in appropriations in an amount not to exceed \\$5,995,975.70 in the Storm Drainage Management Operations Fund a construction services contract for dredging at five locations to restore stormwater storage capacity and basin functionality within the City of Dallas \(list attached to the Agenda Information Sheet\) – Merrell Bros., Inc., lowest responsible bidder of three](#) - Not to exceed \$5,995,975.70 - Financing: Storm Drainage Management Capital Construction Fund

This item is being revised to update the Agenda Information Sheet and Resolution. Please contact Sarah Standifer, Director (i), Water Utilities Department, at 214-670-3188, for more information.

- PH5. 23-2947 A public hearing, pursuant to Chapter 26 of the Texas Parks and Wildlife Code, to receive comments on the proposed use of a portion of parkland at Singing Hills Park located at 1919 Crouch Road, totaling approximately 1,089 square feet (0.025 acres) of land, by Dallas Water Utilities for the construction of a 15-inch wastewater line for the public benefit; and, at the close of the public hearing, consideration of a resolution authorizing the proposed use of parkland pursuant to Chapter 26 of the Texas Parks and Wildlife Code - Estimated Revenue: Capital Gifts, Donation and Development Fund \$3,400.00

This item is being revised to edit the Resolution. Please contact John Jenkins, Director, Park & Recreation Department, at 214-670-4073, for more information.

Deletions:

8. 23-2398 Authorize an amendment to the concession contract with Hudson Dallas Love Field Concessionaires, LLC, a food, and beverage concession service at Dallas Love Field Airport to exercise an eight-year renewal term to the contract and to increase the street pricing from 10% to 15% for all retail units and from 10% to 17% for quick serve and fast casual food and beverage units - Estimated Revenue: Aviation Fund \$7,927,863.00
This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.
9. 23-2282 Authorize a Third Amendment to the concessionaire contract with Host International, Inc. (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 exercise a seven-year renewal term to the contract - Estimated Annual Revenue: Aviation Fund \$3,925,168.25
This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.
10. 23-2329 Authorize a Fourth 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 exercise a seven-year renewal term to the contract - Estimated Revenue: Aviation Fund \$425,056.32
This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.
11. 23-2332 Authorize a Fourth Amendment to the concession contract with Air Star-LTS/Marquis DAL, LLC (Chili’s) for food and beverage concession services at Dallas Love Field Airport to exercise a seven-year renewal term to the contract - Estimated Revenue: Aviation Fund \$697,363.00
This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.
12. 23-2334 Authorize a Fourth Amendment to the concession contract with Air Star Concessions, LTD (Cantina Laredo, Campisi’s Pizza, Whataburger), for food and beverage concession services at Dallas Love Field Airport, to exercise a seven-year renewal term to the contract - Estimated Revenue: Aviation Fund \$3,189,798.14

This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.

13. 23-2498 Authorize an increase to the current 10 percent above street pricing to (1) 15 percent above street pricing for all sit-down restaurants; and (2) 17 percent above street pricing for all fast-casual and quick-serve restaurants for all Food and Beverages and Retail Concessionaires at Dallas Love Field to help mitigate the increased costs of providing products and services to the traveling public and airport employees - Estimated Annual Revenue: Aviation Fund \$19,552,251.00

This item is being deleted to provide staff with additional time. Please contact Patrick Carreno, Director, Department of Aviation, at 214-671-1481, for more information.

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

Memorandums:

16. 23-3043 Authorize an increase in the development loan agreement with Cypress Creek Montfort Drive, LP, or its affiliate in the amount of \$7,646,555.00, for the development of Cypress Creek Apartment Homes at Montfort, a 168-unit mixed income multifamily complex located at 14119 Montfort Drive, Dallas, Texas 75254 - Not to exceed \$7,646,555.00, from \$4,100,000.00 to \$11,746,555.00 - Financing: Community Development Block Grant Funds Disaster Recovery
[The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this requested increase to the previously approved development loan agreement with Applicant on November 14, 2023.](#)

17. 23-3200 Authorize an amendment to Resolution No. 23-0689, which previously authorized \$4,618,487.00 in HOME Investment Partnership Funds (HOME) in a development loan agreement and security documents with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) and \$3,965,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR) in a development loan agreement and security documents with the City of Dallas Housing Finance Corporation or affiliate(s) thereof for the development of Estates at Ferguson, a 164-unit mixed-income affordable 2023 Non-Competitive 4% Housing Tax Credit (4% HTC) multi-family development for seniors to: **(1)** substitute the funding sources and amounts with Mixed Income Housing Development Bonus Fund (MIHDB), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund, and 2012 General Obligation Bond Fund Joppa Neighbor Project. SD Fund; **(2)** substitute codes for notes receivables and interest payments for MIHDB

Fund; and **(3)** substitute the funding source for the development loan agreement with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount an amount not to exceed \$3,965,000.00 with Mixed Income Housing Development Bonus Fund – Not to exceed \$8,236,511.64, from \$8,583,487.00 to \$8,236,511.64 – Financing: Mixed Income Housing Development Bonus Fund (\$7,584,165.54), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund (\$612,346.10), and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund (\$40,000.00)

[The Housing and Homelessness Solutions Committee was briefed by memorandum regarding this matter on March 21, 2023.](#)

34. 23-3051 An ordinance amending Chapter 51A, “Dallas Development Code: Ordinance No. 19455, as amended,” of the Dallas City Code by amending Sections 51A-1.105, 51A-8.702, and 51A-10.127; **(1)** moving development services related fees to Section 303 of Chapter 52 of the Dallas City Code; amending Chapter 52, “Administrative Procedures for the Construction Codes,” of the Dallas City Code by amending Sections 303.5, 303.7, and 303.11; **(2)** amending fees for plan reviews, excavation, signs, sidewalk waiver, certificates of occupancy, demolition, backflow prevention, appeal to the advisory, examining, and appeals board, consultation with staff, pre-development meeting, research, determination letters, table A-I new single-family construction, table A-II new multi-family construction, table A-III new commercial construction, and table B alternations or repairs; **(3)** adding new fees for miscellaneous plan reviews, plan revisions, post permit resubmittals, certificates of occupancy for dance halls and sexually oriented businesses, temporary residential certificate of occupancy, inspection fee for one-and-two family dwellings, residential and commercial certificate of occupancy move, phased approvals, permit extensions, inspection scheduling, technology permits, notaries, alternative materials, design and methods of construction, and equipment, special plan document handling, and special investigation fees for work without a permit; **(4)** adding a new Section 303.12, “Zoning Fees”; **(5)** adding a new Section 303.13, “Subdivision Fees”; **(6)** adding a new Section 303.14, “Engineering Fees”; **(7)** adding a new Section 303.15, “Arborist and Landscaping Fees”; **(8)** adding a new Section 303.16, “Geospatial Information Systems Fees”; **(9)** adding a new Section 303.17, “Water and Wastewater Fees”; **(10)** providing a penalty not to exceed \$2,000.00; **(11)** providing a saving clause; **(12)** providing a severability clause; and **(13)** providing an effective date - Estimated Revenue: Building Inspection Fund \$22,171,984.00

[The City Council was briefed by memorandum regarding this matter on October 27, 2023.](#)

35. 23-3044 Authorize the City Manager to execute a contract for the disbursement of allocated Capital Construction Funds to Kitchen Dog Theater Company to be used for renovations to a newly purchased building through the Cultural Facilities Program - Not to exceed \$112,998.50 - Financing: Capital Construction Fund
[The Quality of Life, Arts and Culture Committee was briefed by memorandum regarding this matter on December 5, 2023.](#)
38. 23-2927 Authorize an amendment to the tax increment financing (“TIF”) development and Chapter 380 Grant Agreement with Island Rock Holdings, LLC (“Developer”) previously authorized by Resolution No. 22-1463 to allow the Director of the Office of Economic Development to approve an assignment of the construction of the public infrastructure component of the Longhorn Ballroom Redevelopment Project and the remaining unexpended portion of the TIF Subsidy (net of costs incurred by Developer for the engineering design of the public infrastructure component) to the City’s Department of Public Works and/or Department of Transportation for bidding and construction - Financing: No cost consideration to the City
[The Economic Development Committee was briefed by memorandum regarding this matter on November 6, 2023.](#)
39. 23-2928 Authorize an amendment to the Chapter 380 Economic Development Grant Agreement with The Golden S.E.E.D.S Foundation, previously authorized on May 22, 2019, by Resolution No. 19-0802, to extend the completion date by twelve months - Financing: No cost consideration to the City
[The Economic Development Committee was briefed by memorandum regarding this matter on November 6, 2023.](#)
45. 23-2885 Authorize **(1)** preliminary adoption of Substantial Amendment No. 1 to the FY 2023-24 Action Plan for HOME Investment Partnerships Program American Rescue Plan Act Grant Funds for Homelessness Assistance and Supportive Services from the U.S. Department of Housing and Urban Development to reallocate funds in the total amount of \$5,148,311.00 in HOME funds from Tenant Based Rental Assistance to Supportive Services in the amount of \$5,116,875.00 and to Administration and Planning in the amount of \$31,436.00, to continue supportive services and administration for the expanded R.E.A.L. Time Rapid Re-Housing Program; and **(2)** a public hearing to be held on January 24, 2024 to receive comments on the proposed use of funds – Financing: No cost consideration to the City
[The Housing and Homelessness Solutions Committee will be briefed by memorandum regarding this matter on December 12, 2023.](#)

46. 23-2842 Authorize **(1)** rescinding Resolution No. 22-1011, previously approved on June 22, 2022 that authorized the execution of an interlocal agreement with Dallas County (“County”) to accept funds in an amount not to exceed \$10,000,000.00; **(2)** the acceptance of a \$2,500,000.00 grant from the County’s allocated American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Grant Funds; and **(3)** execution of a subrecipient agreement using such funds for the redevelopment, renovation, and construction of 4150 Independence Drive, Dallas, Texas 75237 (city-owned real property) to provide supportive housing and services for households at or below the 30 percent Area Median Income for the period December 13, 2023 through September 30, 2026 - Not to exceed \$2,500,000.00 - Financing: FY22 Dallas County ARPA Grant Funds
[The City Council was briefed by memorandum regarding this matter on December 8, 2023.](#)
47. 23-2972 Authorize **(1)** the ratification of the City Manager’s purchase of consulting services provided by Wright Choice Group, LLC from October 1, 2023 through December 12, 2023 relating to the city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for the Office of Homeless Solutions not to exceed \$34,200.00; and **(2)** a contract with Wright Choice Group, LLC for the term of fourteen (14) months for consultant services to include meeting design and facilitation services, plan development, and project recommendations, starting on December 13, 2023, for city-owned property located at 2929 South Hampton Road, Dallas, Texas 75233 for persons experiencing housing instability or homelessness in an amount not to exceed \$110,133.00 - Total not to exceed \$144,333.00 - Financing: General Fund (subject to annual appropriations)
[The Housing and Homelessness Solutions Committee will be briefed by memorandum regarding this matter on December 12, 2023.](#)
48. 23-2835 Authorize the **(1)** acceptance of a grant from the Texas Department of Housing and Community Affairs (“TDHCA”) in the amount of \$164,293.00 to provide services to the homeless through the Homeless Housing and Services Program, for the period September 1, 2023 through May 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; **(3)** receipt and deposit of funds in an amount not to exceed \$164,293.00 in the FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; **(4)** City Manager to enter into, represent the City with respect to, and execute, the contract with TDHCA for FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund; and **(5)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$164,293.00 - Financing: Texas Department of Housing and Community Affairs Grant Funds

[The Housing and Homelessness Solutions Committee will be briefed by memorandum regarding this matter on December 12, 2023.](#)

49. 23-2829 Authorize the City Manager to execute Supplemental Agreement No. 4 to add funding in the amount of \$164,293.00 with Bridge Steps for the management and all operational responsibility of the City's homeless shelter facility for FY 2023-24 for the Office of Homeless Solutions - Not to exceed \$164,293.00, from \$5,669,686.00 to \$5,833,979.00 – Financing: FY 2022 TDHCA-Homeless Housing and Services Program Reallocation Fund (subject to annual appropriations)
[The Housing and Homelessness Solutions Committee will be briefed by memorandum regarding this matter on December 12, 2023.](#)
56. 23-2724 Authorize **(1)** a three-year service contract in the amount of \$4,621,860.00, with two three-year renewal options in a total amount of \$9,949,776.00, as detailed in the Fiscal Information section, for dock master services through the sally port facility at Dallas Love Field for the Department of Aviation – Bradford Airport Logistics, LTD, only proposer; and **(2)** the ratification of \$300,597.09 for the Aviation Department to pay outstanding invoices for dock master services through the sally port facility at Dallas Love Field – Total not to exceed \$14,872,233.09 – Financing: Aviation Fund (subject to annual appropriations)
The City Council was briefed by memorandum regarding this matter on December 8, 2023.
70. 23-3065 Authorize Supplemental Agreement No. 13 to increase the service contract with Workday, Inc. for continued licensing, configuration, hosting, maintenance, and technical support for the City's existing human resource and payroll system and to extend the contract from March 8, 2024 to March 7, 2025 - Not to exceed \$4,952,024.05, from \$19,970,488.21 to \$24,922,512.26 - Financing: Data Services Fund
The City Council was briefed by memorandum regarding this matter on December 8, 2023.
73. 23-2950 Authorize a twenty-four-month annual funding agreement with the Dallas Arboretum and Botanical Society, Inc. to provide services and program support within the City of Dallas in the amount of \$424,393.00 for the period of January 1, 2024, through December 31, 2024; and in the amount of \$424,393.00 for the period of January 1, 2025, through December 31, 2025 - Not to exceed \$848,786.00 - Financing: General Fund
The Government Performance and Financial Management Committee will be briefed by memorandum regarding this matter on December 12, 2023.

78. 23-3166 An ordinance amending Chapter 41A, “Sexually Oriented Businesses,” of the Dallas City Code by amending Section 41A-4; **(1)** providing clarification that the possession of a late hours permit issued under Dallas City Code Section 14-3.1 does not exempt a sexually oriented business from the hours of operation requirement in Section 41-14.3; **(2)** providing a penalty not to exceed \$4,000.00 and confinement in jail not to exceed on year; **(3)** providing a saving clause; **(4)** providing a severability clause; and **(5)** providing an effective date - Financing: No cost consideration to the City
The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.
79. 23-2920 Authorize the **(1)** application for and acceptance of a grant from the U.S. Department of Treasury pass-through the Texas Office of the Governor (“Office of the Governor”) – Criminal Justice Division for the Dallas Police Department (DPD) Victim Services/21 Grant 23-24 (Grant No. 1578121, Federal/State Award ID No. 2021-CS-21027, Assistance Listing No. 21.027) in the amount of \$104,568.96 to adequately respond to victims of violent crime with needed aid for the period October 1, 2023 through September 30, 2024; **(2)** establishment of appropriations in an amount not to exceed \$104,568.96 in the DPD Victim Services Grant/21 Grant 23-24 Fund; **(3)** receipt and deposit of funds in an amount not to exceed \$104,568.96 in the DPD Victim Services/21 Grant 23-24 Fund; and **(4)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$104,568.96 - Financing: U.S. Department of Treasury pass-through the Office of the Governor - Criminal Justice Division Grant Funds
The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.
80. 23-2924 Authorize the **(1)** application for and acceptance of a grant from the U.S. Department of Justice for the FY23 COPS Technology and Equipment Program Grant (Federal Award ID. No. 15JCOPS-23-GG-01668-TECP, Assistance Listing No. 16.710) in the amount of \$935,000.00 for the purpose to upgrading and replacing the current Record Management System for more efficient record keeping for the period December 29, 2022 through December 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$935,000.00 in the COPS Technology and Equipment Fund; **(3)** receipt and deposit of funds in an amount not to exceed \$935,000.00 in the COPS Technology and Equipment Fund; and **(4)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$935,000.00 - Financing: U.S. Department of Justice Grant Funds
The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.

81. 23-2922 Authorize the **(1)** application for and acceptance of the Rifle Resistant Body Armor Grant (Grant No. 4238403) from the Office of the Governor, Criminal Justice Division (CJD) in the amount of \$961,684.00 to provide for the purchase of rifle resistant body armor for the Dallas Police Department for the period September 1, 2023 through August 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$961,684.00 in the CJD-Rifle-Resistant Body Armor Grant Program 2024 Fund; **(3)** receipt and deposit of grant funds in an amount not to exceed \$961,684.00 in the CJD-Rifle-Resistant Body Armor Grant Program 2024 Fund; and **(4)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$961,684.00 - Financing: Office of the Governor, Criminal Justice Division State Grant Funds
The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.
82. 23-2923 Authorize the **(1)** application for and acceptance of a grant from the Office of the Governor, Criminal Justice Division for Sexual Assault Evidence Testing (Grant No. 4293302) in the amount of \$248,500.00 to provide payment of the costs associated with the forensic analysis of physical evidence in relation to sexual assaults kits for the period September 1, 2023 through August 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$248,500.00 in the Sexual Assault Evidence Testing Grant FY24 Fund; **(3)** receipt and deposit of grant funds in an amount not to exceed \$248,500.00 in the State Sexual Assault Evidence Testing Grant FY24 Fund; and **(4)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to exceed \$248,500.00 - Financing: Office of the Governor, Criminal Justice Division State Grant Funds
The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.
83. 23-2921 Authorize the **(1)** application for and acceptance of a grant from the Office of the Governor, Criminal Justice Division for State of Texas Internet Crimes Against Children Grant (Grant No. 2745110) in the amount of \$303,159.40 to provide for one-year funding for the salaries and fringe benefits of two detectives and one police research specialist, to fund training, direct operating expenses and use of overtime to address the growing problem of technology-facilitated child abuse and exploitation for the period September 1, 2023 through August 31, 2024; **(2)** establishment of appropriations in an amount not to exceed \$303,159.40 in the State Internet Crimes Against Children Grant FY24 Fund; **(3)** receipt and deposit of grant funds in an amount not to exceed \$303,159.40 in the State Internet Crimes Against Children Grant FY24 Fund; and **(4)** execution of the grant agreement and all terms, conditions, and documents required by the agreement - Not to

DATE December 8, 2023
SUBJECT **December 13, 2023 City Council FINAL Agenda – Additions/Revisions/Deletions Memorandum**
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exceed \$303,159.40 - Financing: Office of the Governor, Criminal Justice Division State Grant Funds

The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.

84. 23-2926 Authorize an Interlocal Agreement between the District Attorney’s Office of Denton County and the Dallas Police Department for the disposition of proceeds from contraband forfeited pursuant to the provisions of Chapter 59 of the Texas Code of Criminal Procedure - Financing: No cost consideration to the City

The Public Safety Committee will be briefed by memorandum regarding this matter on December 11, 2023.

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
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

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M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **December 13, 2023, Upcoming Agenda Item 23-3065 for Supplemental Agreement with Workday**

This memorandum provides information related to the upcoming December 13, 2023, agenda item 23-3065.

This item provides authorization to execute Supplemental Agreement No. 13 to increase the City's service contract with Workday, Inc. for continued licensing, configuration, hosting, maintenance, and technical support for the City's existing talent management and payroll system. It extends the current contract from March 8, 2024, to March 7, 2025, in an amount not to exceed \$4,952,024.05, increasing the overall contract value from \$19,970,488.21 to \$24,922,512.26.

COST BREAKOUT

The contract against which this Supplemental Agreement would be applied was approved under Council Resolution 18-0372. The breakout of costs against this contract for the period 2018 through March 7, 2023, is as follows:

Contract Cost Category	Contract Amount
License Subscriptions (through Feb. 2024)	\$ 12,740,424.00
Prism Analytics	\$ 999,223.89
Professional Services	\$ 5,632,485.32
Training Credits	\$ 186,355.00
Learn On-Demand + Adoption	\$ 162,000.00
Premium Customer Mgmt	\$ 250,000.00
Total	\$ 19,970,488.21

For this Supplemental Agreement, the majority of the additional \$4,952,024.05 is for hosting and licensing fees for the new period of performance covering March 2024 through March 2025 for the Workday modules in use by or being implemented by the City. These modules include Payroll, Basic Compensation, Recruiting & Onboarding, Learning, Talent & Performance, Benefits, Advanced Compensation, and Prism Analytics. These hosting and licensing fees account for \$2,800,000 of the total increase.

The breakout of costs for this Supplemental Agreement is as follows:

Contract Cost Category	Contract Amount
License Subscriptions (Mar. 2024 – Mar. 2025)	\$ 2,800,000.00
Deployment Tenant	\$ 106,000.00
Training Credits	\$ 125,000.00
Premium Customer Mgmt	\$ 613,000.00
Training Credits, Deployment Tenant, and Professional Services (allocation TBD)	\$ 1,308,024.05
Total	\$ 4,952,024.05

The additional items include a new Workday Support plan, technical training for City of Dallas employees, and additional deployment tenants/environments. The support plan provides the City with an increased level of technical support to assist in measuring and improving the operational performance of our Workday system, technical experts to provide guidance and change management during our upcoming implementation, and targeted training for our staff as we begin to deploy and utilize the new Workday modules. The additional deployment tenants are needed to support the implementation of several new Workday modules scheduled for completion in the next 18 months.

BACKGROUND

The city originally procured the Workday **Human Capital Management (HCM) and Talent Management** subscriptions for implementation in 2018. These subscriptions include several transactional modules which would provide the City end-to-end talent management support when fully implemented. These modules include Payroll, Basic Compensation, Recruiting/Onboarding, Learning, Talent/Performance, Benefits, and Advanced Compensation modules.

During Phase One of the Workday project, the City implemented the Payroll, Basic Compensation, and Prism Analytics modules. However, the additional modules remained unused since the Phase One implementation did not include sufficient budget to configure, test, and complete implementation. Implementation of the additional modules is underway and full implementation is expected by March 2025. The current schedule is as follows:

Workday Module/Talent Management	Current/Legacy System	Implementation Date	Current Legacy System Cost
<i>Payroll</i>	<i>Lawson</i>	<i>July 2020</i>	\$ 391,000.00
<i>Basic Compensation</i>	<i>Manual</i>	<i>July 2020</i>	
<i>Prism Analytics</i>	<i>Manual</i>	<i>November 2023</i>	
Recruitment & Onboarding	NeoGov	Feb-24	\$ 320,000.00
Talent & Performance	NeoGov	Feb-24	\$ 80,000.00
Benefits	EBC	Oct-24	\$ 110,000.00
Advanced Compensation	Manual	Feb-25	
Learning Management	Learning Zen	Feb-25	\$ 24,000.00
			\$ 925,000.00

Note: Workday is a subscription-based service and offers a fixed price regardless of the number of modules implemented or utilized.

Due to the unavailability of the additional Workday functionality, the City has continued to use the existing systems for *Benefits, Recruiting, Talent, and Learning*, incurring an additional cost of over \$500,000 per year during this period. Upon implementation of these final Workday talent management modules, the City will retire and discontinue use of these legacy systems as the full range of talent management functionality will be available through Workday.

Through application of this Supplemental Agreement, the City completes full implementation of Workday and accrues multiple additional benefits:

- Enhanced Security:** Consolidating talent management processes within the Workday platform bolsters data security. Workday employs robust security measures, including encryption and access controls.
- Efficiency Gains:** With a unified platform, redundant data entry and manual processes across disparate systems are minimized or eliminated. This streamlines workflows, reduces administrative overhead, and allows talent management teams to focus on strategic initiatives rather than routine tasks.
- Reduced Managerial Burden:** Workday's user-friendly interface and self-service capabilities empower managers and employees to handle various talent management-related tasks independently. This reduces the burden on talent managers for routine inquiries, approvals, and updates.
- Advanced Talent Management:** Workday's comprehensive talent management modules offer tools for recruiting, onboarding, performance management, and learning and development. These integrated functions provide a holistic view of an employee's journey, enabling better talent nurturing and retention strategies.

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SUBJECT **December 13, 2023, Upcoming Agenda Item 23-3065 for Supplemental Agreement with Workday**
PAGE **2 of 4**

5. **Improved Transparency and Reporting:** Workday offers robust reporting and analytics capabilities. By centralizing data from different talent management functions, it provides real-time insights into workforce trends, allowing for informed decision-making. This transparency fosters better strategic planning and resource allocation.
6. **Scalability and Adaptability:** Workday is designed to scale alongside organizational growth and adapt to changing business needs. As the city evolves, the platform can accommodate new requirements, processes, and regulations without requiring significant reconfiguration or system overhauls.
7. **Regulatory Compliance:** Workday often stays updated with regulatory changes, helping organizations stay compliant with evolving labor laws, industry regulations, and data privacy standards. This reduces the risk of non-compliance penalties.

Please contact HR Director Nina Arias, or Chief Information Officer Bill Zielinski if you have additional questions.



Jack Ireland
Chief Financial Officer

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
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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 December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **December 13, 2023, City Council Agenda Item #56 - Bradford Airport Logistics, LTD**

Dallas Love Field (DAL) has a Sally Port Facility that is utilized for security inspections and delivery of all merchandise, food, and beverage products that will enter the Airport Terminal in accordance with the Transportation Security Administration (TSA). The City Council approved Bradford Airport Logistics, LTD (Bradford) for dock master services at DAL on February 27, 2013. Bradford provides all delivery, scheduling, and security inspections at the Sally Port. Bradford has operated this facility continuously since then for the Department of Aviation under two renewal options approved by the City Council on March 3, 2016, and June 26, 2019. DAL would be unable to efficiently provide merchandise, food, and beverage products to the concessionaires in the terminal without this critical facility and service.

On December 8, 2021, the City Council approved a third extension of the Bradford agreement for a 3- year term. Following the execution of the third extension, Aviation Procurement, the City Attorney's Office, and the Office of Procurement Services determined that the extension term was invalid because only 25% of the original contract term amount could be executed. Therefore, On September 14, 2022, The City Council then approved a replacement agreement that rescinded the third extension and added a supplement agreement that extended contract funding through May 2023, based on the funding being at 25% of the original contract. Under the supplemental agreement, outstanding invoices were paid through August 2023.

Since the last City Council action, Aviation has been working through the procurement process with Bradford for a new agreement. The renewal process has been extensive due to the critical and technical nature of these services. Bradford was the only respondent to the RFP. A ratification for September, October, and November 2023 was added to this agenda for City Council approval to pay invoices that exceeded the 25% of the original contract. This action allowed for the continuation of the Sally Port Facility for the Airport Terminal uninterrupted while the procurement and contract negotiations were finalized.

The Department of Aviation has reviewed this situation and put in internal controls and extended their timelines for new or extended contracts execution. This has also presented an opportunity for to look at procurement and contract negotiation processes within the Department to prevent future ratifications.

DATE December 8, 2023
SUBJECT **December 13, 2023, City Council Agenda Item #56 - Bradford Airport Logistics, LTD**
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Should you have any questions or concerns, feel free to contact 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
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
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Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Code Amendment: Neighborhood Stabilization Overlay**

Summary

On December 13, 2023, City Council will consider the following agenda item: **DCA223-007**: Consideration of amendments to the Dallas Development Code to consider clarifications related to height in Neighborhood Stabilization Overlay regulations.

The proposed code amendments are intended to provide clarity to the Neighborhood Stabilization Overlay ordinance as it relates to height, height plane, and allowable height exceptions, to better reflect the intent and purpose of the overlay.

Background

On November 9, 2005, the Dallas City Council adopted Ordinance No. 26161 which established the Neighborhood Stabilization Overlay (NSO) for single family neighborhoods. Since establishing the ordinance, thirteen neighborhoods have adopted overlays, eight of which include height regulations more restrictive than allowed by the base zoning district. Over the past couple of years, several examples have been brought to the City's attention, primarily in the La Bajada neighborhood, where approved development did not appear to align with NSO intent and regulations. This code amendment was initiated by Planning and Urban Design (P+UD) staff to provide clarity to a section of the code that has resulted in both staff and community confusion about how height is measured and applied in NSOs. On October 19, 2023, the City Plan Commission was briefed, held a public hearing, and recommended approval of the proposed amendments.

Proposed Amendments

- **Issue 1: From where height is measured**

In NSOs, height is measured by utilizing a Height Plane, which the ordinance defines as “a plane projecting upward and toward the subject lot from a point six feet above grade at the center line of the street adjacent to the front property line, and extending to the intersection of a **vertical plane** from the front **building line** with the maximum height established by the neighborhood stabilization overlay and continuing at the same angle to the maximum height of the underlying zoning.”

The standard interpretation of building line has been synonymous with minimum setback line, and the building line and placement of the front building facade have largely been one in the same--- most structures are placed at the minimum front setback line. However, recent new developments demonstrated that if a structure is pushed back far enough from the front building line (minimum front setback), it can be moved out of the height plane completely and not have to comply with the NSO requirements. To address this issue, the proposed minor adjustment to the height plane definition is to clarify that the **vertical plane** is measured from where the **front façade** of the structure (rather than the building line) is placed on the site, making it more difficult to push the building, at least entirely, out of the

NSO height plane measurement. In short, the amendment would set the front façade of the building as the vertical measurement, not the minimum front setback.

- **Issue 2: Exceptions**

When the NSO ordinance was adopted in 2005, nearly 20 years ago, certain building designs, and their popularity, were not anticipated. Specifically, the three- and four-story flat roof homes, many with elevators, currently being built throughout Dallas. As such, some of the default sections, specifically 51A-4.507(e)(5)(C), applicable to the citywide Dallas Development Code were carried forward to application in the NSOs which allows mechanical rooms and elevator penthouses, for example, to project a maximum of 12 feet above the maximum structure height, and parapet walls, up to 4 feet above the maximum structure height. In neighborhoods where the median building height is often under 20 feet, these projections, in addition to the higher heights of a flat roof home, can have a significant impact on the feel and context of an established neighborhood.

To better reflect the original intent of the NSO for established neighborhoods seeking to maintain a certain level of compatibility with existing structures, staff proposes striking the exception language in Section 51A-4.507(e)(5)(C) to require that any such projections, with the exceptions of chimneys, be required to comply with the NSO height plane.

This code amendment would address some of the immediate issues related to height that have surfaced over the past year. A more comprehensive review and potential amendments to the NSO ordinance will begin in the next fiscal year.

Should you have any questions, please contact Andrea Gilles, Director(i) of the Department of Planning and Urban Design, at (469) 918-4026 or andrea.gilles@dallas.gov.



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

- c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
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Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE December 8, 2023

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.

The Broadband & Digital Divide (BQZ23-00023217) RFP was first posted on Thursday, September 28, with a second posting on Thursday, October 5. Two pre-solicitation meetings were held with the first occurring on October 23, and the second occurring on November 14. These meetings were well-attended by potential vendors and provided the opportunity to present the details of the solicitation and to solicit feedback and questions for clarification from interested parties. In addition to these two meetings, interested vendors were provided an opportunity to submit questions in writing to the City by November 17. City staff reviewed submitted questions and formulated responses. Questions and responses were published to the Bonfire system by December 7 to allow all interested parties to view them.

Multiple potential respondents to the solicitation have requested an extension on the original December 15, submission deadline to provide adequate time to review the updated solicitation documentation (including responses to questions submitted) and prepare submissions. As such, the deadline for submissions has been extended to Friday, December 29, 2023, at 1:00 p.m. CST. Further information can be found at the City's website at <https://dallascityhall.bonfirehub.com/opportunities/108119>.

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.



T. C. Broadnax
City Manager

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
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Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Economic Development Committee: Agenda Item C- Development Services Fee Update - Stakeholder Concerns and Request**

On December 4, 2023, the Development Services Department briefed the Economic Development Committee on the proposed Fee Study. Prior to, and during the meeting, several questions were asked by stakeholders and the Committee that required additional staff research and follow-up. As staff has completed the research of the outstanding questions, the purpose of this memorandum is to provide the requested follow-up to all questions.

Below are the responses to questions from the prior activities relating to this item:

Texas Real Estate Council (TREC)

1. Why are fee increases being considered outside of the normal budget cycle? How will this affect your FY24 budget?

Response: The budget cycle is performed annually while the code and fee cycle are triennial. The fee study initially commenced in 2019 but the completion was delayed until late 2023. We planned for the item to be considered during the budget process, but due to the complexity of the study and further requests of the Development Services Department (DSD) to address fees for business areas that have not met their cost recovery model, this caused the item not to be considered as part of the FY 2023-24 budget process. The City has the option to bring the fee as necessary to sustain DSD's operations for the FY2023-24 and ensure the General Fund is not subsidizing the Enterprise Fund.

2. How has the Development Services Department been subsidized or supported budget-wise without assessing fees at the full-cost recovery rate? Was additional money coming from the General Fund or the Enterprise Fund reserves to support the department?

Response: The Development Services Enterprise Fund Reserves have been utilized to support operating expenses that exceeded revenues generated by fees and charges. DSD has not been subsidized by the General Fund. However, at the current revenue and expenditure models, the Enterprise Fund Reserves will be depleted in 2025, and current services will have to be reduced to meet the available revenues.

- 3. Were the inputs used to calculate the shortfall hard costs that the department expended to provide the service, or did it include budgeted but unrealized costs, like carrying vacant positions for a year?**

Response: This report details the full cost of services for time-based DSD activities and presents proposed fees and projected revenues based on 100% cost recovery. This study is comprised of two basic elements: hourly rates of staff providing the service and time spent providing the service, all at the full cost recovery rate.

- 4. What happened to the Enterprise Fund surplus from 2015 (when the study was last done)? At the time, I think the surplus was approximately \$35M.**

Response: The Department has utilized the Enterprise Fund for strategic expenditures such as the purchase of the new Development Services Center at 7800 N. Stemmons, the DallasNow project replacing outdated land use software, hiring and onboarding 54 new DSD positions to keep up with the increased demands, among other key needs to allow the DSD to function fully. The Enterprise Fund is forecasted to be depleted in 2025 if fees are not increased.

- 5. Will the fee increases be phased in over time (i.e., over three years) or increased immediately?**

Response: Proposed fee increases will be effective on February 1, 2024, and will not be phased as there is already a major gap between fees collected and the corresponding expenditure for DSD.

- 6. Why are fee increases being considered outside of the normal budget cycle? How will this affect the department's FY24 budget?**

Response: The budget cycle is performed annually while the codes and fees cycle are typically staggered over multiple years, and do not necessarily follow the budget timelines. The fee increases will allow DSD to sustain the FY2023-24 budget improvements committed in the prior year such as purchasing and maintain the Development Services Center at 7800 N. Stemmons, the POSSE replacement system, equitable pay and compensation for DSD employees in line with other organizations and private companies, and the continuous operational enhancements to add and support resources necessary for successful service delivery by DSD.

- 7. How has the Development Services Department been subsidized or supported budget-wise without assessing fees at the full-cost recovery rate? Was additional money coming from the General Fund or the Enterprise Fund reserves to support the department?**

Response: The Development Services Enterprise Fund Reserves have been utilized to support operating expenses that exceeded revenues generated by fees and charges. DSD has not been subsidized by the General Fund.

- 8. How is the assumed cost affected by certain inefficiencies in the department? Does the cost reflect that it takes longer to review permits when the department has been understaffed? Or that it may still take more staff time to review permits with new, relatively inexperienced staff?**

Response: This report details the full cost of services for time-based DSD activities and presents proposed fees and projected revenues based on 100% cost recovery. This study is comprised of two basic elements: hourly rates of staff providing the service and time spent providing the service.

The study compares services among several cities and accounts for a typical process regardless of staff experience levels. Service delivery challenges can be attributed to many factors including technology issues, permitting review processes, incomplete and inadequate plan submittals by applicants, zoning inconsistencies, and staff turnover due to private sector salaries outpacing City salaries and compensation in the current employment market.

- 9. Does staff anticipate that going to full cost recovery fees will result in an improvement in service times? How so?**

Response: Indirectly yes, as revenue from fee increases will be utilized to train, hire, retain, incentivize, and recruit staff. In addition, ongoing software system upgrades and maintenance will ensure the Department is utilizing resources to timely update its systems that support the permitting processes.

- 10. What happened to the Enterprise Fund surplus from 2015 (when the study was last done)? Was that money used to purchase or refinish the new building?**

Response: The Department has utilized the Enterprise Fund for strategic expenditures such as the purchase of the new Development Services Center at 7800 N. Stemmons, the DallasNow project replacing outdated land use software, hiring and onboarding 54 new DSD positions to keep up with the increased demands, among other key needs. The Department spent approximately \$21 million to acquire and renovate 7800 N. Stemmons.

Dallas Builders Association

- 1. How is the assumed cost for full recovery affected by inefficiencies in the department's process? Has there been full consideration to the issue of permits**

taking longer to be reviewed due to process error? When permits are delayed and certain steps in the process must be resubmitted due to department error or confusion, that adds to department costs.

Response: This report details the full cost of services for time-based DSD activities and presents proposed fees and projected revenues based on 100% cost recovery. This study is comprised of two basic elements: hourly rates of staff providing the service and time spent providing the service.

The study compares services among several cities and accounts for a typical process regardless of staff experience levels. Service delivery challenges can be attributed to many factors including technology issues, permitting review processes, incomplete and inadequate plan submittals by applicants, zoning inconsistencies, and staff turnover due to private sector salaries outpacing City salaries and compensation in the current employment market.

- 2. The department's enterprise fund has traditionally been running a surplus. Has there been a recent evaluation of the state of the enterprise fund and any surplus?**

Response: Yes, through the annual budget process, a comprehensive review of all Funds, including DSD's Enterprise Fund Reserves, is conducted. The most recent review showed that in 2025, the DSD Enterprise Fund reserves will be depleted and the Fund will be in the negative. In addition, the City Auditor conducts frequent audits of the department and its Funds to ensure compliance with regulations, with the latest audit being conducted Spring of 2023.

- 3. Will the proposed fees guarantee that permitting review and service times will improve?**

Response: No. This study was developed to evaluate the cost of services rendered. However, the DSD is committed to providing continuous improvement in permitting times and quality reviews.

- 4. Will the proposed fee increases be implemented over time or be enforced immediately?**

Response: Proposed fee increases will be effective on February 1, 2024 and will not be phased as there is already a major gap between fees collected and the corresponding expenditure for DSD.

- 5. What are the registration fees that will be proposed for contractor registration? This can greatly impact project costs or even the availability of contractors needed for projects.**

Response: Contractor registration fees are not being increased.

- 6. Has there been any economic analysis regarding what this will do to housing affordability?**

Response: This report details the full cost of services for time-based DSD activities and presents proposed fees and projected revenues based on 100% cost recovery. Housing prices have continued to increase despite the City not increasing its fees since 2015. This has been in large part due to increased property prices, increased material costs, and increased consultant fees, none of which is attributed to City operations or services.

Mayor Pro Tem Tennell Atkins

- 1. Identify which stakeholders you met with in person, by email, and by phone? Give a list of this items.**

- Dallas Home Builders Association – Aug 3rd & Oct 17th (In Person)
- Development Advisory Committee – Aug 25th & Oct 20th (In Person)
- Texas Real Estate Council – Oct 5th (In Person)
- Third Party Plan Review Vendors- Oct 23rd (Virtual)
- Construction Contractors Association - Oct 25th (In Person)
- Dallas Independent School District – Nov 1st (Virtual)
- Rescom Fire Contractors – Nov 3rd (In Person)
- Building Owners and Managers Association – Nov 9th (In Person)
- Fire Contractors Association - Nov 13th (In Person)
- Professional Engineering Community – Nov 16th (Virtual)
- Professional Surveying Community – Nov 16th (In Person)
- National Fire Sprinkler Association – Nov 28th (In Person)

DATE December 8, 2023
SUBJECT **Economic Development Committee: Agenda Item C- Development Services Fee Update - Stakeholder Concerns and Request**
PAGE **6 of 6**

Should you have any questions please contact Andrew Espinoza, Director/Chief Building Official of Development Services at (214) 542-1227 or andres.espinoza@dallas.gov



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

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

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Fitch Ratings Affirmed 'AA' Rating and Stable Outlook for City of Dallas General Obligation Bonds – RATING ACTION**

Yesterday, Fitch Ratings (Fitch) assigned its 'AA' credit rating and stable outlook to the anticipated Combination Tax and Revenue Certificates of Obligation, Series 2024A, and affirmed the City's 'AA' credit rating and stable outlook on outstanding general obligation bonds. Fitch previously affirmed the City's rating on April 4, 2023.

According to the Fitch report, the City's affirmed rating continues to reflect, "strong revenue growth prospects, moderate long-term liability burden, and solid reserve levels." In their analysis, Fitch notes that "the fiscal 2022 general fund results were positive as both revenues and expenditures outperformed budget." The report also notes that "elevated debt and retiree benefit outlays will maintain a certain amount of pressure on the city's budget management practices," however, the City's "gap-closing capabilities and healthy reserves position it to maintain the highest financial resilience through future business downturns."

Fitch's affirmed rating is a positive reflection of the City's credit ahead of the issuance of the Combination Tax and Revenue Certificates of Obligation, Series 2024A. The bonds are currently scheduled for pricing on January 11, 2024. Attached is the published rating report provided for your review. Please let me know if you need additional information.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
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RATING ACTION COMMENTARY

Fitch Rates Dallas, TX \$224MM Limited Tax Obligations 'AA'; Outlook Stable

Thu 07 Dec, 2023 - 5:19 PM ET

Fitch Ratings - Austin - 07 Dec 2023: Fitch Ratings has assigned a 'AA' rating to the following city of Dallas, TX limited tax (LT) obligations:

--\$223.6 million combination tax and revenue certificates of obligation (COs), series 2024A.

Fitch also has affirmed the following ratings:

--Issuer Default Rating (IDR) at 'AA';

--\$2.5 billion of outstanding LT debt at 'AA'.

The Rating Outlook is Stable.

RATING ACTIONS

ENTITY / DEBT ↕	RATING ↕			PRIOR ↕
Dallas (TX) [General Government]	LT IDR	AA Rating Outlook Stable	Affirmed	AA Rating Outlook Stable
Dallas (TX) /General Obligation - Limited Tax/1 LT	LT	AA Rating Outlook Stable	Affirmed	AA Rating Outlook Stable

[VIEW ADDITIONAL RATING DETAILS](#)

The series 2024A CO proceeds will finance certain street and transportation-related improvements. The bonds are scheduled for a competitive sale the week of January 11.

SECURITY

The COs and limited tax bonds are payable from an annual property tax levy limited to \$2.50 per \$100 assessed valuation (AV) for operations and debt service. The COs are further backed by a limited pledge (not to exceed \$1,000) of the city's drainage utility system.

ANALYTICAL CONCLUSION

The city's 'AA' IDR,LT bond, and CO ratings reflect strong revenue growth prospects, moderate long-term liability burden, and solid reserve levels. Recent operating performance has been positive despite increased spending on both

pensions and public safety salaries. Budgeting pressure is likely to continue as the city attempts to build up police staffing levels and continues with increasing pension contributions; these pressures are expected to be manageable given the city's high degree of inherent budget flexibility.

Economic Resource Base

Dallas is the anchor of the large and diverse Dallas-Fort Worth regional economy. The city is a center for technology, trade, finance and health care and it also ranks among the top visitor and leisure destinations in the state.

KEY RATING DRIVERS

Revenue Framework: 'aaa'

Strong revenue growth prospects are based on expectations for continued economic expansion. The assessment also reflects the city's high independent legal ability to increase operating revenues.

Expenditure Framework: 'a'

The city's pace of spending is expected to be marginally above revenue growth given ongoing service demands and inflationary pressures. Increased pension contributions will keep carrying costs at an elevated level; a rapid debt amortization rate also contributes to the elevated carrying costs.

Long-Term Liability Burden: 'aa'

The long-term liability burden currently represents a moderate 12% of personal income. Recent pension reforms to both the civilian and uniform plans have reduced the combined total liability and, in conjunction with continued economic growth, are expected to keep the long-term liability burden within the current range.

Operating Performance: 'aaa'

The city of Dallas' gap-closing capabilities and healthy reserves position it to maintain the highest financial resilience through future business downturns. Elevated debt and retiree benefit outlays will maintain a certain amount of pressure on the city's budget management practices.

RATING SENSITIVITIES

Factors that could, individually or collectively, lead to positive rating action/upgrade:

--A sustained reduction in the long-term liability burden below 10% of personal income;

--An improvement in Fitch's assessment of the city's expenditure flexibility, due to moderation in fixed debt service and retiree benefit costs as a percentage of spending.

Factors that could, individually or collectively, lead to negative rating action/downgrade:

--Failure to close the gap between annual pension contributions and the actuarially determined contribution amounts;

--Longer term, poor operating performance and resulting material decline in operating reserves.

CURRENT DEVELOPMENTS

The fiscal 2022 general fund results were positive as both revenues and expenditures outperformed budget. Sales tax receipts totaled \$407 million versus the budgeted \$394 million and were up roughly 15% from the fiscal 2021 total. Property tax revenues totaled \$804 million versus \$775.5 million in fiscal 2021, a 3.7% increase aided by a nearly 5% increase in taxable assessed value (TAV). The general fund recorded a \$41.8 million surplus, increasing the unrestricted fund balance to nearly \$418 million or 27.6% of spending and transfers out.

The biennial fiscal 2023-2024 budget is balanced and highlights include a \$0.0275 reduction in the fiscal 2023 total property tax rate, an increase in the over 65/disabled property tax exemption to \$115,500 from \$107,000, an increase in the minimum hourly wage to \$18 and the hiring of 250 police officers. Management reports fiscal 2023 general fund revenues are trending positively compared to budget, led by an increase in sales tax receipts; the current FYE projection is for sales tax revenues to outperform budget by roughly \$8.3 million or nearly 2%. Total general fund revenues and outlays are expected to outpace the original budget totals, and the fiscal 2023 ending fund balance is projected to increase by roughly \$3.5 million.

The city's roughly \$1.8 billion fiscal 2024 budget projections are balanced with a forecasted ending fund balance of nearly \$320 million, approximately 17% of budgeted general fund spending. The major cost drivers are expected to be public safety spending demands including the police and fire salary increases that were negotiated under the meet and confer agreement. The city plans to increase staffing levels across the police and fire departments to reduce public safety overtime demands.

CREDIT PROFILE

Dallas is located in north central Texas and with a population of 1.3 million ranks among the top 10 U.S. cities by population. The city serves as corporate headquarters for AT&T, Southwest Airlines, Texas Instruments, 7-Eleven, Inc., HollyFrontier Corp., Pizza Hut, Inc. and other large corporate concerns. Large employers in the education, government and health services sectors lend stability to the city's employment base.

The city's role as a wholesale and retail trade center is enabled by a strong transportation network of airports, rail and interstate highways. Dallas Area Rapid Transit provides major employers easy access to a highly skilled work force to support growing technology, finance, business and medical service sectors. Top taxpayers represent utility, air transportation, developers, real estate, manufacturing and retail industries, and the tax base has no significant concentration. Fitch expects the underlying strength, size and diversity of Dallas' economy will support strong operating performances through periodic futures economic downturns.

Revenue Framework

General fund operations are supported by a diverse mix of revenues led by ad valorem tax revenues (53% of the fiscal 2022 total), sales tax revenues (27%), and franchise fees (9%).

The city's revenue growth prospects remain strong due to current and planned economic activity.

The city's fiscal 2024 total tax rate of \$0.7357 per \$100 of TAV is down \$0.0101 from the prior year and is well below the constitutional and city charter cap of \$2.50. Any increase in the operating tax rate which produces an annual operating levy increase of more than 3.5% of reappraised value (the voter approval tax rate) requires a ratification election. The revenue cap does not apply to debt service tax levies; the city's fiscal 2024 debt service tax rate is \$0.204 out of the total rate.

The tax levy limitation excludes new additions to tax rolls and allows for banking of unused margin for up to three years. Dallas' remaining control over property taxes and other local revenues such as fines, fees and charges for services is still sufficient to maintain high revenue-raising flexibility.

Expenditure Framework

As is typical with U.S. cities, public safety is Dallas' largest operating spending category (62% of fiscal 2022 general fund outlays), followed by general government (13%) and culture and recreation (10%). General fund spending growth has generally kept pace with revenue gains in recent years.

Fitch expects the pace of spending growth to trend marginally above what the city's strong revenue growth prospects as future service demands from a relatively mature residential base and increasing public safety and pension outlays should align with increasing operating revenues over the near to medium term.

Fitch expects actual carrying costs to remain elevated (25% to 27% of governmental spending), the result of both increased pension contributions to the police and fire plan and debt service associated with issuances from a 2017 \$1.05 billion GO bond authorization of which \$134.8 million remains. Fitch's supplemental pension metric, which estimates the annual pension cost based on a level dollar payment for 20 years with a 5% interest rate, indicates that carrying costs are vulnerable to future increases.

The current carrying costs also reflect a rapid 72% debt amortization rate over the next 10 years. The city's use of meet and confer agreements for both police and fire provides strong control over headcount and salary costs and expenditure flexibility.

Long-Term Liability Burden

Dallas' long-term liability burden is moderate at roughly 13% of personal income. The city currently has roughly \$2.5 billion in GO debt outstanding (including the current offerings), which accounts for about 20% of the total long-term liability burden. The city will seek voter authorization for an additional \$1 billion in 2024 to be issued over two years. Overlapping debt of \$4.8 billion comprises the remainder of the liability (38% of the total).

Dallas participates in three single employer defined benefit pension plans. The Employee Retirement Plan (ERF) covers non-uniformed employees and the Dallas Police & Fire Pension Plan (DPFP), combined plan, and the smaller Supplemental Police and Fire Pension Plan of the city of Dallas (supplemental plan) cover police and firefighters.

The combined net pension liability (NPL) for all three plans as reported in the city's fiscal 2022 audit totaled \$4.03 billion, with assets covering 61% of liabilities. The NPL increases to \$5.09 billion and the ratio of assets to liabilities declines to 55% when the 6% investment return assumption is used

Recent plan changes to both the ERF and DPFP addressed retirement age and service retirement age, and reduced benefit multipliers. The DPFP plan changes deferred the retirement option program, restricted the COLA benefit to a minimum funding threshold, and increased both city and employee contributions. The reforms are expected to boost the long-term viability of both plans. However, additional reforms will be needed to comply with the Texas Pension Review Board's (TPRB) target of full-funding within 30 years for all three pension plans. The ERF and the DPFPS amortization periods currently exceed this target. An ad hoc committee is exploring potential changes to both benefits and contribution policy and submission of a plan to the TPRB is required by Sept. 1, 2025.

The city's other post-employment benefit liability was recently reduced by more than one-half (to \$221.6 million) through the elimination of the subsidy for retirees' Medicare Advantage plans.

Operating Performance

The 'aaa' resilience assessment reflects Fitch's expectation that the city will make spending cuts and utilize its strong reserve cushion to maintain the highest level of financial resilience through future business cycles.

The city has demonstrated positive budget management practices historically, and the recent positive operating results (that included steadily increasing pension contribution amounts) have continued that trend and enabled the city to maintain a strong financial cushion. However, increased annual pension contributions and public safety salary outlays will maintain a degree of pressure on the city's budget management practices for the foreseeable future.

In addition to the sources of information identified in Fitch's applicable criteria specified below, this action was informed by information from Lumesis.

REFERENCES FOR SUBSTANTIALLY MATERIAL SOURCE CITED AS KEY DRIVER OF RATING

The principal sources of information used in the analysis are described in the Applicable Criteria.

ESG CONSIDERATIONS

The highest level of ESG credit relevance is a score of '3', unless otherwise disclosed in this section. A score of '3' means ESG issues are credit-neutral or have only a minimal credit impact on the entity, either due to their nature or the way in which they are being managed by the entity. Fitch's ESG Relevance Scores are not inputs in the rating process; they are an observation on the relevance and materiality of ESG factors in the rating decision. For more information on Fitch's ESG Relevance Scores, visit <https://www.fitchratings.com/topics/esg/products#esg-relevance-scores>.

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The rated entity (and/or its agents) or, in the case of structured finance, one or more of the transaction parties participated in the rating process except that the following issuer(s), if any, did not participate in the rating process, or provide additional information, beyond the issuer's available public disclosure.

APPLICABLE CRITERIA

[U.S. Public Finance Tax-Supported Rating Criteria \(pub. 04 May 2021\) \(including rating assumption sensitivity\)](#)

APPLICABLE MODELS

Numbers in parentheses accompanying applicable model(s) contain hyperlinks to criteria providing description of model(s).

FAST Econometric API - Fitch Analytical Stress Test Model, v3.0.0 (1)

ADDITIONAL DISCLOSURES

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[Endorsement Policy](#)

ENDORSEMENT STATUS

Dallas (TX)

EU Endorsed, UK Endorsed

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Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Development Programs Update**

The Department of Housing & Neighborhood Revitalization (Housing) briefed the Housing and Homelessness Solutions Committee (HHSC) on November 14, 2023 on development program updates. The presentation highlighted current challenges facing two developer programs administered by Housing, 1) the Single-Family Homeownership Development Requirements Program (SFHDR) and, 2) the Land Transfer Program (LTP). The overall purpose of the introductory briefing was designed to solicit feedback and direction on the ongoing challenges.

Under the SFHDR, gap financing is provided to developers constructing single-family homes in the form of a repayable loan which is repaid on a pro-rata amount as each home is sold from sales proceeds. The current challenge under the SFHDR with the repayable loan creates a financial burden on developers when providing affordable homes to households ranging from 60%-80% Area Median Income (AMI). Under the LTP, City-owned lots are sold at below-market prices to developers to spur additional affordable housing. LTP lots are secured by deed restrictions to ensure long-term affordability of the homes occupied by low-income to moderate-income homebuyers which conflicts with the federal deed restriction requirements once a home is subsequently sold to an income-eligible homebuyer receiving homebuyer assistance through the Dallas Homebuyer Assistance Program (DHAP).

The purpose of this memo is to summarize the feedback received by the Committee and solicit any additional feedback from City Council Members as we determine next steps in this process to remove any barriers to single-family homeownership opportunities for Dallas residents.

During the discussion at the November Committee meeting staff was asked to look into alternative funding sources that are less restrictive than federal sources to assist in the development of single-family housing. Currently, Housing utilizes a plethora of funding sources in the Notice of Funding Available (NOFA) both federal and non-federal. Federal funding sources include Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Community Development Block Grant Disaster Recovery (CDBG-DR), and Coronavirus State and Local Fiscal Recovery Funds through the American Rescue Plan Act (ARPA) to provide acquisition, rehabilitation, and construction of affordable housing projects. CDBG funds cannot be used for new construction but can be used for a variety of uses to include acquisition, rehabilitation, infrastructure improvements, neighborhood development, neighborhood facilities, and to expand economic opportunities for primarily low-income to moderate-income households. Utilizing all federal funds set aside in the NOFA for acquisition costs in development

projects and non-federal sources for other projects would restrict the funds needed by developers as deals are brought forth for gap financing for a variety of uses to include rehabilitation, vertical construction costs, and acquisition. The non-federal sources include the Mixed Income Housing Development Bonus Program Fee-in-lieu fund (MIDHB) and any future allocation of bond funds. These funds are less stringent than federal funds and can be used for a variety of uses to help produce more affordable and mixed-income housing opportunities.

Current non-profit and for-profit developers utilizing the SFHDR or NOFA funds for developer subsidy, to construct and develop single-family housing options, have expressed the financial burden on their proformas when required to repay a pro-rata share of the developer subsidy at the time each home is sold to an eligible homebuyer. Developers have informed us about the current market conditions such as increased costs, interest rates, and lot development costs over the past three years that have created undue hardships on their bottom line resulting in their inability to provide single-family housing options to families at the 60-80% AMI range in addition to the required repayment of City funds at each closing.

Additional discussions centered around the Land Transfer Program (LTP) five-year deed restrictions to ensure long-term affordability which will transfer from the developer to the low-income to moderate-income homebuyer upon closing. Should the eligible homebuyer utilize the DHAP program for homebuyer assistance to purchase the home, a DHAP deed restriction is required pursuant to HUD regulations for a specified period of time due to the amount of direct subsidy provided to the homebuyer. This conflict the with the LTP deed restrictions.

Recommended Solutions

A potential resolution to this challenge as discussed during the meeting included the update to the Dallas Housing Resource Catalog changing terms for the Single-Family Homeownership Development Requirements Program to a forgivable loan rather than a repayable loan to non-profit and for-profit single-family homeownership developers with current development projects underway and future ones. This recommendation would require an amendment to the current program statement.

Currently, the Dallas Housing Resource Catalog LTP program statement is silent on the authority to release the LTP deed restriction when a developer sells a home to an income-eligible homebuyer as a potential resolution. A potential solution to this challenge would require an amendment to the LTP program statement to provide explicit authority for the release of the LTP deed restrictions and right of reverter upon the following conditions: 1) City will release the right of reverter upon build of an affordable unit and sale of property to qualified homebuyer in compliance with developer agreement, 2) for LTP properties that sell to qualified homebuyer participating in the Dallas Homebuyer Assistance Program (DHAP) or other program using federal dollars and having deed restrictions with recapture provisions, LTP deed restrictions will be released upon sale to the qualified

DATE December 8, 2023 **Development**
SUBJECT **Programs Update 3 of 3**
PAGE

homebuyer and DHAP or other program deed restrictions will recapture provisions will be placed on the property instead. The HUD minimum affordability period under the DHAP program is based on the amount of homebuyer assistance provided directly to the homebuyer. For example, less than \$15,000 in assistance requires a five-year deed restriction, \$15,000 to \$40,000 is 10 years, and any assistance more than \$40,000 requires a 15-year deed restriction to ensure long-term affordability. As a result of this recommended solution with replacing the LTP deed restriction with the DHAP recapture deed restriction for eligible homebuyers, the City has the option to enforce additional years on the affordability period to mitigate any risk ensuring any assisted homes remain affordable for a longer period of time under the DHAP recapture provisions.

We will continue to solicit any additional feedback and questions as we work to recommend workable policy solutions to these current challenges for both programs. Housing staff will present updates to any additional feedback at the HHS Committee meeting on January 22, 2024.

Should you have any questions or require any additional information, please contact Cynthia Rogers-Ellickson, Director (I), Department of Housing & Neighborhood Revitalization cynthia.rogersellic@dallas.gov or 214-670-3601.



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

- c:
- | | |
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| Tammy Palomino, City Attorney | Dr. Robert Perez, Assistant City Manager |
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| Kimberly Bizzor Tolbert, Deputy City Manager | Directors and Assistant Directors |
| Jon Fortune, Deputy City Manager | |

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **M/WBE Participation for December 13, 2023 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 December 13, 2023 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 **35** agenda items; **17** items on this agenda include an M/WBE goal. Of those **17** items, **4** exceeded the goal, **5** met the goal, **8** did not reach the goal. This agenda includes **17** items that did not have an applicable M/WBE and **1** item with a DBE 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
2	\$219,859.75	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP
3	\$1,000,000.00	Construction	32.00%	34.78%	35.00%	\$347,791.00	Exceeds Goal
14	\$2,716,713.46	Goods	32.00%	N/A	N/A	N/A	M/WBE N/A CO-OP
15	\$129,000.00	Architecture & Engineering	34.00%	7.75%	7.75%	\$10,000.00	Does not meet Goal
16	\$36,615,221.00	Construction	32.00%	32.00%	32.00%	\$11,716,838.72	Meets Goal
17	\$25,413,945.00	Construction	32.00%	32.00%	32.00%	\$8,132,462.40	Meets Goal
24	\$3,591,641.18	Professional Services	7.00%**	11.20%	11.20%	\$402,100.00	Exceeds DBE Goal
30	\$761,700.00	Architecture & Engineering	34.00%	34.05%	34.05%	\$259,330.00	Exceeds Goal
50	\$252,418.60	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP; Prime is MBE
51	\$5,521,500.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP

DATE December 8, 2023

SUBJECT **M/WBE Participation for December 13, 2023 Council Agenda**

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#	Contract Amount	Procurement Category	M/WBE Goal	M/WBE Subcontracting %	M/WBE Overall Participation %	M/WBE Overall \$	Status
52	\$1,337,688.72	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services; Prime is MBE
53	\$726,473.26	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected
54	\$106,877.46	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected.
55	\$3,577,146.02	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected
56	\$14,872,233.09	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
57	\$4,742,599.61	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
58	\$4,804,936.82	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
59	\$171,800.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services. Item is RFB. Lowest responsible bidder was selected
60	\$734,185.00	Goods	N/A	N/A	N/A	N/A	M/WBE N/A Other Services. Item is RFB. Lowest responsible bidder was selected
61	\$20,648,340.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services. Item is RFB. Lowest responsible bidder was selected
62	\$633,735.00	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected
63	\$1,188,096.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
64	\$5,742,750.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
65	\$568,764.50	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services. Item is RFB. Lowest responsible bidder was selected
66	\$1,703,035.70	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
67	\$500,000.00	Other Services	N/A	N/A	N/A	N/A	M/WBE N/A Other Services
68	\$124,320.00	Goods	32.00%	0.00%	0.00%	\$0.00	Does not meet the Goal. Item is RFB. Lowest responsible bidder was selected
69	\$218,606.30	Goods	N/A	N/A	N/A	N/A	M/WBE N/A CO-OP; Prime is WBE
70	\$4,952,024.05	Other Services	23.80%*	0.00%	0.00%	\$0.00	Does not meet Goal. Previous M/WBE Goal.
76	\$145,00.00	Professional Services	34.00%	34.66%	34.66%	\$50,250.00	Exceeds Goal

77	\$15,000,000.00	Construction	32.00%	32.00%	32.00%	\$4,800,000.00	Meets Goal
87	\$5,995,975.70	Construction	32.00%	32.00%	32.00%	\$1,918,712.23	Meets Goal
90	\$12,423,572.50	Construction	32.00%	32.00%	32.00%	\$3,975,611.42	Meets Goal
91	\$16,790,000.00	Construction	32.00%	4.21%	4.21%	\$707,543.00	Does not meet Goal
92	\$2,491,279.00	Construction	32.00%	41.54%	41.54%	\$1,034,834.20	Exceeds Goal

*This item contains the previous M/WBRE goal.

**This item contains a DBE goal.

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

Agenda Item No. 15 Authorize Supplemental Agreement No. 1 to increase the engineering design fee by \$129,000.00 to provide additional engineering services at Dallas Love Field Love Connection. Three M/WBE firms are included on the contract. This supplemental agreement utilizes one of those M/WBE firms.

Agenda Item No. 53 Authorize a three-year master agreement for the purchase of ductile iron pipe from Consolidated Pipe & Supply, Inc. and Core & Main LP. Award amount will not exceed \$726,473.26. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 54 Authorize a three-year master agreement for the purchase of construction project signs from Dallas Lite & Barricade. Award amount will not exceed \$106,877.46. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 55 Authorize a three-year service price agreement with Refrigerated Logistics, Inc. for the purchase of bagged ice with storage containers for citywide use. Award amount will be \$633,735.00. The awarded vendor is the manufacturer and distributor of the bagged ice being purchased. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 62 Authorize a five-year master agreement for the purchase of batteries for vehicles and heavy equipment for citywide use. Award amount will not exceed \$3,577,146.02. The awarded vendors are manufacturers and distributors of the equipment being purchased. The Request for Bid method of procurement resulted in the 3 lowest responsive bidders being selected.

Agenda Item No. 68 Authorize the purchase of 960 tons of bunker white premium golf course sand from Turf Aggregates, LLC dba Turf Materials. Award amount will not exceed \$124,320. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

Agenda Item No. 70 Authorize Supplemental Agreement No. 13 to increase the service contract with Workday, Inc. for continued licensing, configuration, hosting, maintenance, and technical support for the City’s existing human resource and payroll system and to extend the contract from March 8, 2024 to March 7, 2025. Award amount will not exceed \$4,952,024.05. The awarded vendor is the manufacturer of the Workday software being licensed.

Agenda Item No. 91 Authorize a construction services contract for the installation of a 2.0-million-gallon elevated water storage tank from Landmark Structures, I LP. The Request for Bid method of procurement resulted in the lowest responsive bidder being selected.

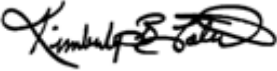
Local Businesses

The table below provides the count of businesses by location for prime contractors and M/WBE subcontractors. There are a total of 46 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	21	44.68%	26	55.32%	47
M/WBE Sub	16	64.00%	9	36.00%	25

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
- Mark Swann, City Auditor
- Biliera Johnson, City Secretary
- Preston Robinson, Administrative Judge
- 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
- Jack Ireland, Chief Financial Officer
- Genesis D. Gavino, Chief of Staff to the City Manager
- Directors and Assistant Directors



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2538 2	\$219,859.75	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize an increase to the contract with Schneider Electric Buildings Americas, Inc. for on-site and remote monitoring, analysis, and support of building operating systems to improve and reduce operating costs at City facilities - Not to exceed \$219,859.75, from \$879,439.00 to \$1,099,298.75 - Financing: General Fund (\$100,000.00) and Capital Construction Fund (\$119,859.75) subject to annual appropriations		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Schneider Electric Buildings Americas, Inc – Local; Workforce – 4.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2444 3	\$1,000,000.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	34.78%	This Item 34.78% HM Overall Item 35.00% HM	\$347,791.00
Subject:	Authorize Supplemental Agreement No. 1 to the construction services contract with Chamberlin Dallas LLC to (1) initiate the first of two one-year renewal options; and (2) increase the construction services contract for job order contracting for waterproofing and roofing repairs, replacements, alterations, and improvements at City facilities - Not to exceed \$1,000,000.00, from \$4,000,000.00 to \$5,000,000.00 - Financing: Capital Construction Fund (subject to annual appropriations)		
This contract exceeds the M/WBE goal.			
Supplemental Agreement No 1 – 35.00% Overall M/WBE Participation			
Canalco, Non-Local, HM, 35.00% - Supplier			
This Item – 34.78% M/WBE Participation			
Canalco, Non-Local, HM, 34.78%% - Supplier			
Chamberlin Dallas LLC – Local; Workforce – 34.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2810 14	\$2,716,713.46	Goods	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize the purchase of (1) Multihog MX130 in the amount not to exceed \$558,858.40 with Reliance Truck and Equipment; (2) purchase of Brucher A9000 Airport Service Vehicle and Mack Terrapro 42R, Cabover Chasis with Modifications in the amount not to exceed \$1,155,066.00 with Bucher Munciple North America, Inc.; and (3) purchase of MB4 Highspeed Rotary Blower with 20-inch broom and blower unit in the amount not to exceed \$1,002,789.06 with M-B Companies, Inc. for the Department of Aviation with Reliance Truck and Equipment, Bucher Munciple North America, Inc. and M-B Companies, Inc. through the Sourcewell cooperative agreement - Not to exceed \$2,716,713.46 - Financing: Airport Revenue Fund		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Bucher Municipal North America, Inc – Non-local; Workforce – 0.00% Local Reliance Environmental Truck Sales, LLC – Non-local; Workforce – 0.00% M B Companies Inc – Non-local; Workforce – 0.00%			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2710 15	\$129,000.00	Architecture & Engineering	34.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	7.75%	This Item 7.75% IM Overall Item 47.98% IM, WF	\$10,000.00
Subject:	Authorize Supplemental Agreement No. 1 to the engineering service contract with Urban Engineers, Inc. dba Urban Services, Inc. to (1) provide additional engineering services for perimeter fence, gates design, light poles, surveillance utility, contingency, and additional construction administration services at Dallas Love Field Love Connection; and (2) an increase to the engineering design fee for this project - Not to exceed \$129,000.00, from \$248,921.00 to \$377,921.00 - Financing: Aviation Fund		
This contract does not meet the M/WBE goal.			
Supplemental Agreement No. 1 – 47.98% Overall M/WBE participation			
HVJ North Texas – Chelliah Consultants, Inc – Local, IM, 8.30% -Project Mgmt and Civil Engineering IEA, Inc – Local, IM, 30.00% - Geotechnical Engineering Lina T Ramey & Associates, Inc – Local, WF, 9.68% - Drainage Design, Permitting			
This Item – 7.75% MWBE participation			
IEA, Inc – Local, IM, 7.75% - Geotechnical Engineering			
Urban Engineers, Inc. dba Urban Services - Local/ Workforce – 100.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3043 16	\$36,615,121.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00%	\$11,716,838.72
Subject:	Authorize an increase in the development loan agreement with Cypress Creek Montfort Drive, LP, or its affiliate (Applicant), for the development of Cypress Creek Apartment Homes at Montfort (Project), a 168-unit mixed income multifamily complex located at 14119 Montfort Drive, Dallas, Texas 75254 - Not to exceed \$7,646,555.00, from \$4,100,000.00 to \$11,746,555.00 - Financing: Community Development Block Grant Funds Disaster Recovery (CDBG-DR)		
This contract meets the M/WBE goal.			
Cypress Creek Montfort Drive, LP – Local; Workforce - 100.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3200 17	\$25,413,945.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00%	\$8,132,462.40
Subject:	<p>Authorize an amendment to Resolution No. 23-0689, which previously authorized \$4,618,487.00 in HOME Investment Partnership Funds (HOME) in a development loan agreement and security documents with TX Ferguson 2022, Ltd., or affiliate(s) thereof (Applicant) and \$3,965,000.00 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR) in a development loan agreement and security documents with the City of Dallas Housing Finance Corporation or affiliate(s) thereof for the development of Estates at Ferguson, a 164-unit mixed-income affordable 2023 Non-Competitive 4% Housing Tax Credit (4% HTC) multi-family development for seniors to: (1) substitute the funding sources and amounts with Mixed Income Housing Development Bonus Fund (MIHDB), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund, and 2012 General Obligation Bond Fund Joppa Neighbor Project. SD Fund; (2) substitute codes for notes receivables and interest payments for MIHDB Fund; and (3) substitute the funding source for the development loan agreement with the Dallas Housing Finance Corporation (DHFC), or an affiliate(s) thereof in an amount an amount not to exceed \$3,965,000.00 with Mixed Income Housing Development Bonus Fund - Not to exceed \$8,236,511.64, from \$8,583,487.00 to \$8,236,511.64 - Financing: Mixed Income Housing Development Bonus Fund (\$7,584,165.54), 2012 General Obligation Bond Fund Housing Demand Driven Projects Fund (\$612,346.10), and 2012 General Obligation Bond Fund Joppa Neighbor Project SD Fund (\$40,000.00)</p>		
This contract meets the M/WBE goal.			
Generation Housing Partners, LLC. - Local; Workforce - 66.66% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	<u>DBE</u> Goal
23-2946 24	\$3,591,641.18	Professional Services	7.00%
	DBE Subcontracting %	DBE Overall %	DBE Overall Participation \$
	11.20%	11.20% HM, WF, BM, HF, IM	\$402,100.00
Subject:	Authorize a professional services contract with Kimley-Horn & Associates, Inc. to provide engineering design services for the McKinney Ave/Cole Two-way Conversion (also known as the Uptown McKinney Avenue/Cole Avenue Couplet) in an amount not to exceed - \$3,591,641.18 - Financing: Street and Transportation (A) Fund (2017 General Obligation Bond Funds) (\$3,591,641.18)		
This contract exceeds the DBE goal.			
Alliance Geotechnical Group, Inc, Local, BM, 1.11% - Geotechnical Integrated Environmental Solutions LLC, Non Local, 2.05% - Environmental Iconic Consulting Group, Inc, Local, 2.78% - Roadway/Transit CCA Landscape Architects, Inc, Local, WF, 1.81% - Landscape Design The Rios Group, Local, HF, 1.39% - SUE Lim & Associates, Inc, Local, IM, 1.81% - Survey GRAM Traffic North Texas, Non Local, WF, 0.25% - Traffic Counts Kimley-Horn and Associates, Inc– Local; Workforce – 38.50% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2827 30	\$761,700.00	Architecture & Engineering	34.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	34.05%	34.05% BF, HM, WF	\$259,330.00
Subject:	Authorize a professional engineering services contract with Kimley-Horn and Associates, Inc. to provide three traffic corridor studies at the following locations: Haskell Avenue/Peak Street two-way conversion (Haskell Avenue from Blackburn Street to Stonewall Street, Stonewall Street from Haskell Avenue to Peak Street, Peak Street from Stonewall Street to Lemmon Avenue, and Lemmon Avenue from Peak Street to Haskell Avenue); Webb Chapel Road and Lombardy Lane (Webb Chapel Road from Shorecrest Drive to Lombardy Lane and Lombardy Lane from Webb Chapel Road to Harry Hines Boulevard); and Jupiter Road from Garland Road to Interstate Highway 635 - Not to exceed \$761,700.00 - Financing: General Fund (\$561,200.00) and Equity Revitalization Capital Fund (\$200,500.00)		
This contract exceeds the M/WBE goal.			
Simon Engineering & Consulting, Inc, Local, BM, 14.02% - One-Way to Two-Way Capacity Analysis			
OTHON, Inc., Local, HM, 11.89% - Capacity Analysis and Intersection Analysis			
GRAM Traffic North Texas, Inc., Local, WF, 8.14% - Traffic Counts			
Kimley-Horn and Associates, Inc. - Local; Workforce - 38.76% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2988 50	\$252,418.60	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 a design, deployment, and licensing module of the existing citywide Human Capital Management application for the Department of Information and Technology Services with SHI Government Solutions, Inc. through the OMNIA Partners cooperative agreement - Not to exceed \$252,418.60 - Financing: Data Services Fund (subject to annual appropriations)		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements, however, the prime contractor is a certified MBE.			
SHI Government Solutions, Inc, Non-Local, AF, 100.00 - supplier			
SHI Government Solutions, Inc – Non-local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2986 51	\$5,521,500.00	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 cooperative purchasing agreement for the purchase of original equipment manufacturer apparatus parts and associated services for the Fire Rescue Department with Siddons Martin Emergency Group, LLC through the Local Government Purchasing Cooperative (BuyBoard) agreement - Estimated amount of \$5,521,500 - Financing: General Fund		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements.			
Siddons Martin Emergency Group, LLC - Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2989 52	\$1,337,688.72	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 cooperative purchasing agreement for software defined wide-area network technology solution for the Department of Information and Technology Services with 22nd Century Technologies, Inc. through the General Services Administration cooperative agreement - Not to exceed \$1,337,685.72 - Financing: Data Services Fund (subject to annual appropriations)		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements, however, the prime contractor is a certified MBE.			
22nd Century Technologies, Inc., Non-Local, AM, 100.00% – Supplier			
22nd Century Technologies, Inc. – Non-local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2964 53	\$726,473.26	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a three-year master agreement for the purchase of ductile iron pipe for the Water Utilities Department - Consolidated Pipe & Supply, Inc. in the estimated amount of \$497,649.00 and Core & Main LP in the estimated amount of \$228,824.26, lowest responsible bidders of three - Total estimated amount of \$726,473.26 - Financing: Dallas Water Utilities Fund		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Consolidated Pipe & Supply, Inc. – Non-local; Workforce – 0.00% Core & Main LP – Local; Workforce – 0.00%			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2987 54	\$106,877.46	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a three-year master agreement for the purchase of construction project signs for citywide use - Dallas Lite & Barricade, lowest responsible bidder of three - Estimated amount of \$106,877.46 - Financing: Water Construction Fund		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Dallas Lite & Barricade – Local; Workforce – 100.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2962 55	\$3,577,146.02	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a five-year master agreement for the purchase of batteries for vehicles and heavy equipment for citywide use - Texas Kenworth Company LLC dba MHC Kenworth Dallas in the estimated amount of \$2,146,065.01, Haastech dba Advanced Starter Service in the estimated amount of \$1,079,469.50, and Parts Authority LLC in the estimated amount of \$351,611.51, lowest responsible bidders of nine - Total estimated amount of \$3,577,146.02 - Financing: General Fund (\$535,068.79), Equipment and Fleet Management Fund (\$2,785,716.42), Dallas Water Utilities Fund (\$202,222.48), Aviation Fund (\$37,206.33), Stormwater Drainage Management Operation Fund (\$15,000.00), and Confiscated Monies State 411 Fund (\$1,932.00)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Texas Kenworth Company LLC dba MHC Kenworth Dallas – Local; Workforce -- 1.59% Haastech dba Advanced Starter Service — Local; Workforce – 68.42% Parts Authority LLC – Local; Workforce – 41.94%			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2724 56	\$14,872,233.09	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize (1) a three-year service contract in the amount of \$4,621,860.00, with two three-year renewal options in a total amount of \$9,949,776.00, as detailed in the Fiscal Information section, for dock master services through the sally port facility at Dallas Love Field for the Department of Aviation - Bradford Airport Logistics, LTD, only proposer; and (2) the ratification of \$300,597.09 for the Aviation Department to pay outstanding invoices for dock master services through the sally port facility at Dallas Love Field - Total not to exceed \$14,872,233.09 - Financing: Aviation Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
Bradford Airport Logistics, LTD – Non-local; Workforce – 100.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3041 57	\$4,742,599.61	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 contract in the amount of \$2,013,408, with two three-year renewal options in the total amount of \$2,729,191.91, as detailed in the Fiscal Information section, for technology and physical maintenance and support for a large-scale hazardous waste and deicing control system at Dallas Love Field and Dallas Executive airports for the Department of Aviation - CP&Y, Inc. dba STV Infrastructure, only proposer - Not to exceed \$4,742,599.91 - Financing: Aviation Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
CP&Y, Inc. dba STV Infrastructure –Non- Local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3038 58	\$4,804,936.82	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 contract in the amount of \$2,424,581.01, with four one-year renewal options in a total amount of \$2,380,355.82, as detailed in the fiscal information section, for continued licenses, maintenance, hosting, and support of an integrated library system - Innovative Interfaces, Inc., sole source - Not to exceed \$4,804,936.82 - Financing: General Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
Innovative Interfaces, Inc. – Non-Local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2961 59	\$171,800.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize (1) a three-year service price agreement for animal identification microchips and associated database services for the Department of Dallas Animal Services - Pethealth Services USA, Inc. in the estimated amount of \$136,000, and (2) a three-year master agreement for the purchase of animal identification microchip scanners for the Department of Dallas Animal Services - Datamars, Inc. in the estimated amount of \$35,800, lowest responsible bidders of five - Total estimated amount of \$171,800 - Financing: General Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders selected.			
Pethealth Services USA, Inc. –Non-local; Workforce – 0.00%			
Datamars, Inc. –Non-local; Workforce – 0.00%			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2970 60	\$734,185.00	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 citywide emergency generator maintenance and repairs - Genserve LLC dba. LJ Power, Inc., lowest responsible bidder of two - Estimated amount of \$734,185 - Financing: General Fund (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders selected.			
Genserve LLC dba. LJ Power, Inc., - Non-local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2973 61	\$20,648,340.00	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 maintenance, repair, and parts of electrical switchgears - National Electrical Services, Inc. dba National Field Services, lowest responsible bidder of three - Estimated amount of \$20,648,340 - Financing: General Fund (\$14,431,950), Dallas Water Utilities Fund (\$4,420,000), Aviation Fund (\$1,093,750), and Stormwater Drainage Management Fund (\$702,640) (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders selected.			
National Electrical Services dba National Field Services – Local; Workforce – 100.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2965 62	\$633,735.00	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize a three-year service price agreement for the purchase of bagged ice with storage containers for citywide use - Refrigerated Logistics, Inc., only bidder - Estimated amount of \$633,735.00 - Financing: General Fund (\$114,232.50), Sanitation Operation Fund (\$279,000.00), Dallas Water Utilities Fund (\$223,956.50), and Stormwater Drainage Management Operations Fund (\$16,546.00) (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Refrigerated Logistics, Inc. – Local; Workforce – 23.81% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2984 63	\$1,188,096.00	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 with one, two-year renewal option, for on-site alteration services for civilian and uniformed personnel - CG Wholesale LLC, most advantageous proposer of two - Estimated amount of \$1,188,096 - Financing: General Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
CG Wholesale LLC. – Local; Workforce – 44.44% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2971 64	\$5,742,750.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a (1) five-year service price agreement for the operating system software maintenance and support of the automated local evaluation in real time system for monitoring of flood incidents for the Water Utilities Department in the estimated amount of \$528,750 - TriLynx Systems, LLC; (2) a five-year service price agreement for parts and repair of hardware for the automated local evaluation in real time system for monitoring of flood incidents for the Water Utilities Department in the estimated amount of \$2,018,000 - HydroLynx Systems, Inc.; and (3) a five-year service price agreement for maintenance and support, equipment and parts of the supervisory control and data acquisition stormwater systems for the Water Utilities Department in the estimated amount of \$3,196,000 - HSQ Tech, Inc., most advantageous proposers of three - Total estimated amount \$5,742,750 - Financing: Stormwater Operations Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
TriLynx Systems, LLC – Non-local; Workforce – 0.00% Local HydroLynx Systems, Inc – Non-local; Workforce – 0.00% Local HSQ Tech, Inc. – Non-local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2967 65	\$568,764.50	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 for the purchase of automotive glass and services to replace various automotive glass and window tinting for city vehicles for citywide use - Terrick Prince dba Abstract Auto Glass, only bidder - Estimated amount of \$568,764.50 - Financing: General Fund (\$85,300.00), Equipment and Fleet Management Fund (\$432,339.50), Confiscated Fund (\$34,125.00), and Sanitation Operations Fund (\$17,000.00) (subject to annual appropriations)		
The Request for Bid method of procurement resulted in the lowest responsive bidders selected.			
Terrick Prince dba Abstract Auto Glass – Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2981 66	\$1,703,035.70	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a six-year service price agreement for helicopter parts, maintenance, and repairs for the Police Department's Helicopter Unit - CNC Technologies LLC, most advantageous proposer of two - Estimated amount of \$1,703,035.70 - Financing: General Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
CNC Technologies LLC - Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3039 67	\$500,000.00	Other Services	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize a subrecipient contract in the amount of \$250,000 with a one-year renewal option in the amount of \$250,000 subrecipient contract for Youth Navigation services that Navigation Services for Opportunity Youth to low and moderate-income youth in Dallas. The propose of this program is for a local, backbone service entity to align outreach and service delivery among youth navigation services providers for Office of Community Care - Texas Initiative Programs, only proposer - Not to exceed \$500,000 - Financing: Coronavirus State and Local Fiscal Recovery Fund (subject to annual appropriations)		
This item is Other Services which does not have an availability and disparity participation goal.			
Texas Initiative Programs – Local; Workforce – 100.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2963 68	\$124,320.00	Goods	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize the purchase of 960 tons of bunker white premium golf course sand for the Park & Recreation Department - Turf Aggregates, LLC dba Turf Materials, lowest responsible bidder of two - Not to exceed \$124,320 - Financing: General Fund		
The Request for Bid method of procurement resulted in the lowest responsive bidders being selected.			
Turf Aggregates, LLC dba Turf Materials – Non-local; Workforce – 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2990 69	\$218,606.30	Goods	N/A
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	N/A	N/A	N/A
Subject:	Authorize the purchase of water wall barriers to serve as barricades prohibiting vehicles from exiting Garland Road and crossing into White Rock Lake Trail for the Park & Recreation Department with Buyers Barricades, Inc. through The Local Government Purchasing Cooperative (BuyBoard) agreement - Not to exceed \$218,606.30 - Financing: General Fund		
The Business Inclusion and Development Policy does not apply to Cooperative Purchasing Agreements, however, the prime contractor is a certified WBE.			
Buyers Barricades, Inc., Non-Local, WF, 100.00% - Supplier			
Buyers Barricades, Inc. – Non-local; Workforce – 0.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3065 70	\$4,952,024.05	Other Services	23.80%*
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	0.00%	0.00%	\$0.00
Subject:	Authorize Supplemental Agreement No. 13 to increase the service contract with Workday, Inc. for continued licensing, configuration, hosting, maintenance, and technical support for the City's existing human resource and payroll system and to extend the contract from March 8, 2024 to March 7, 2025 - Not to exceed \$4,952,024.05, from \$19,970,488.21 to \$24,922,512.26 - Financing: Data Services Fund		
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.			
This contract does not meet the M/WBE goal.			
Workday, Inc.- Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-3096 76	\$145,000.00	Professional Services	34.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	34.66%	34.66%	\$50,250.00
Subject:	Authorize a Construction Manager at Risk Agreement for pre-construction and construction services for the Cotton Bowl Renovation, Rehabilitation and Addition Project, located at 3750 The Midway, for (1) preconstruction services for the Cotton Bowl Project for a fee in the amount of \$145,000.00; (2) construction management services at a rate of two and ninety-five hundredths percent (2.95%) of the cost of work included as part of the guaranteed maximum price within the total project construction budget of \$110,000,000.00; and (3) commencement of material and equipment acquisition for a portion of the anticipated work under Part One of the Project, as long as it does not exceed the appropriated amount of \$32,000,000.00 - JE Dunn-Russell, a joint venture, best value proposer of two - Financing: Fair Park Facilities Venue Project Fund		
This contract exceeds the M/WBE goal.			
HJ Russel & Company Inc., Local, BM, 25.00% - Construction Management JBJ Management., Local, BM, 9.66% - DE&I Services Compliance and Outreach			
JE Dunn + Russel, a joint venture – Local; Workforce – 3.84% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2795 77	\$15,000,000.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00% TBD	\$4,800,000.00
Subject:	Authorize two-year construction services contracts, with two one-year renewal options, for job order contracting services at City facilities with Brown & Root Industrial Services, LLC, Phoenix I Restoration and Construction, LLC, METCO Engineering dba METCO, Gilbert May Inc. dba Phillips/May Corp., and York Builders Inc., most advantageous proposers of sixteen - Not to exceed \$15,000,000.00 with renewable options in an amount of \$1,375,000.00 for each additional year subject to appropriations - Financing: Park and Recreation Facilities (B) (2017 General Obligation Bond Funds) (\$4,377,000.00); Fair Park Improvements (C) Fund - (2017 General Obligation Bond Funds) (\$1,873,000.00); Flood Protection and Storm Drainage Facilities Fund (2006 General Obligation Bond Funds) (\$500,000.00); Capital Gifts, Donations, and Development Fund (\$3,750,000.00), Golf Improvement Trust Fund (\$500,000.00); and General Fund (\$3,000,000.00) (subject to annual appropriations)		
Job Order Contracting Services at City Facilities have a 32.00% M/WBE goal.			
Gilbert May Inc. dba Phillips May Corporation, Local, HM, TBD – General Contractor			
Brown & Root Industrial Services, LLC - Local; Workforce - 0.00% Local ·			
METCO Engineering dba METCO - Local; Workforce - 0.00% Local ·			
Phoenix I Restoration and Construction, LLC -Non-local; Workforce - 0.00% Local ·			
Gilbert May Inc. dba Phillips May Corporation - Local; Workforce - 0.00 % Local ·			
York Builders Inc. -Non-local; Workforce - 0.00% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2772 87	\$5,995,975.70	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00% WF	\$1,918,712.23
Subject:	Authorize a construction services contract for dredging at five locations to restore stormwater storage capacity and basin functionality within the City of Dallas (list attached to the Agenda Information Sheet) - Merrell Brothers, Inc., lowest responsible bidder of three - Not to exceed \$5,995,975.70 - Financing: Storm Drainage Management Capital Construction Fund		
This contract meets the M/WBE goal.			
G.L. Morris Enterprises, Inc, Non Local, WF, 30.75% - Trucking & Disposal			
Champion Fuel, Non Local, WF, 1.25% - Fuel			
Merrell Brothers, Inc– Non-local; Workforce – 13.00% Local			

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2838 90	\$12,423,572.50	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	32.00%	32.00% WF, HM	\$3,975,611.42
Subject:	Authorize a construction services contract for the installation of water and wastewater main improvements and extension of water and wastewater mains to unserved areas at 18 locations (list attached to the Agenda Information Sheet) - SYB Construction Company, Inc., lowest responsible bidder of seven - Not to exceed \$12,423,572.50 - Financing: Coronavirus State and Local Fiscal Recovery Fund (\$9,471,850.00) and Water Capital Improvement F Fund (\$2,951,722.50)		
This contract meets the M/WBE goal.			
LKT & Associates, Non Local, WF, 17.27% - PVC Pipe & WWMH Supplier			
JT's Asphalt & Concrete, Local, HM, 7.89% - Concrete & Asphalt Paving			
Ricochet Fuel Distributors, Inc, Non Local, WF, 6.84% - Fuel supplier			
SYB Construction Company, Inc – Local; Workforce – 30.71% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2849 91	\$16,790,000.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	4.21%	4.21% WF, HM	\$707,543.00
Subject:	Authorize a construction services contract for the installation of a 2.0-million-gallon elevated water storage tank, 20-inch diameter electrically operated butterfly valve and vault, and a 30-inch diameter electrically operated butterfly valve and vault - Landmark Structures, I LP, lowest responsible bidder of two - Not to exceed \$16,790,000.00 - Financing: Water Capital Improvement F Fund		
This contract does not meet the M/WBE goal.			
Gulf States Protective Coatings Inc, Non Local, WF, 3.43% - Coatings			
GJ Seeding LLC, Non Local, HM, 0.78% - Landscaping			
Landmark Structures, I LP – Non-local; Workforce – 0.6% Local			



M/WBE Agenda Item Matrix
December 13, 2023 City Council Agenda

Agenda Item #	Contract Amount	Procurement Category	M/WBE Goal
23-2726 92	\$2,491,279.00	Construction	32.00%
	M/WBE Subcontracting %	M/WBE Overall %	M/WBE Overall Participation \$
	41.54%	This Item 41.54% HF, HM, OF Overall Item 37.04% HM, OF, HF	\$1,034,834.20
Subject:	Authorize an increase in the construction services contract for the replacement of approximately 8,041 linear feet of additional wastewater mains (list attached to the Agenda Information Sheet) - Douglas Dailey Construction, LLC - Not to exceed \$2,491,279.00, from \$10,985,770.00 to \$13,477,049.00 Financing: Water Utilities Capital Wastewater (Clean Water) TWDB 2022 Fund (\$801,521.00) and Water Utilities Capital Improvement G Fund (\$1,689,758.00)		
This contract exceeds the M/WBE goal.			
Supplemental Agreement No. 1 – 37.04% Overall participation RSC Construction Ltd, Local, HM, 22.00% - Paving Stone Demolition LLC, Local, HM, 14.90% - Utilities Water and Sewer Texas SWPPP Services, Local, OF, 0.04% - SWPPP Erosion Partnering For Success, Local, HF, 0.10% - Partnering This Item 41.54% - MWBE Participation Partnering For Success, Local, HF, 0.52% - Partnering RSC Construction Ltd, Local, HM, 35.49% - Paving Stone Demolition LLC, Local, HM, 5.32% - Utilities Water and Sewer Texas SWPPP Services, Local, OF, 0.21% - SWPPP Erosion Douglas Dailey Construction, LLC – Non-local; Workforce – 22.85% Local			

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Sales Tax Receipts**

The October 2023 sales tax receipts from the State Comptroller's Office are \$36.4 million and represents a 8.4 percent increase in total collections compared to the same reporting period last year.

- October 2022 actual \$33,546,824
- October 2023 budget \$36,062,647
- October 2023 actual \$36,363,830

The FY 2023-24 Sales Tax budget is \$451.7 million. October's receipts represent the first month of FY 2023-24 collections. Over the most recent 12 months, sales tax receipts have increased by 4.4 percent. We will continue to monitor our sales tax forecast closely and keep you informed.

Thank you for your support. Please contact me with any questions.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

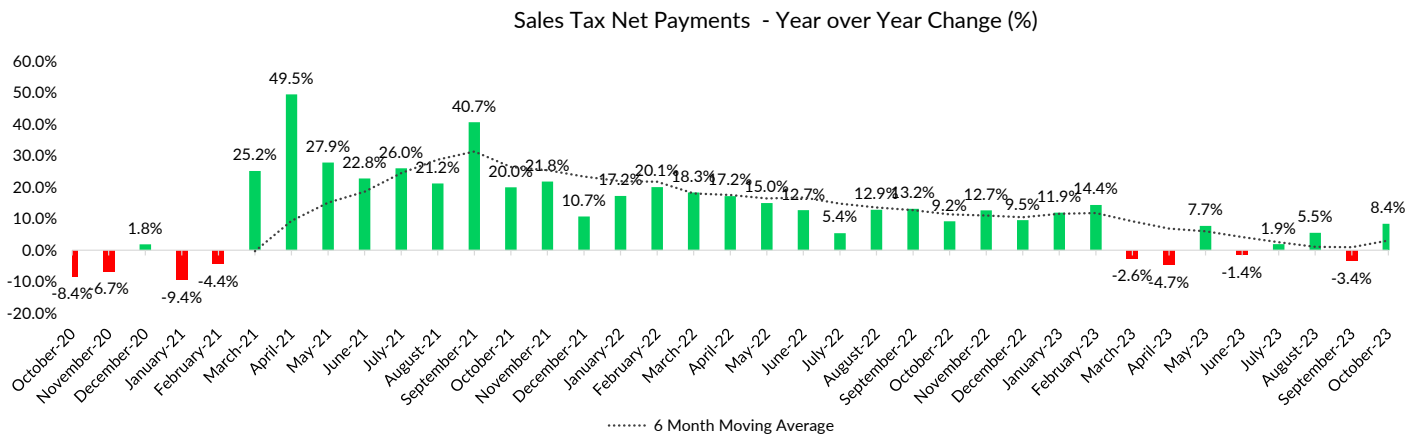
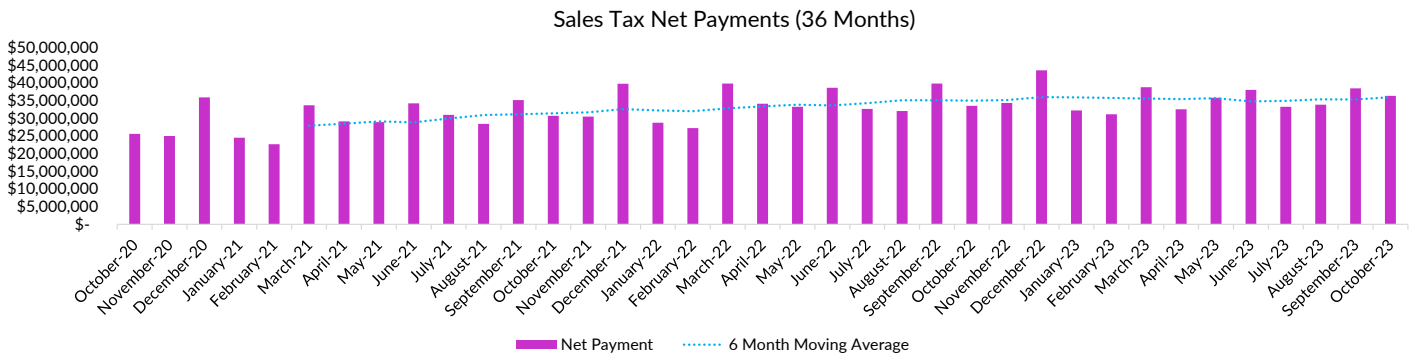
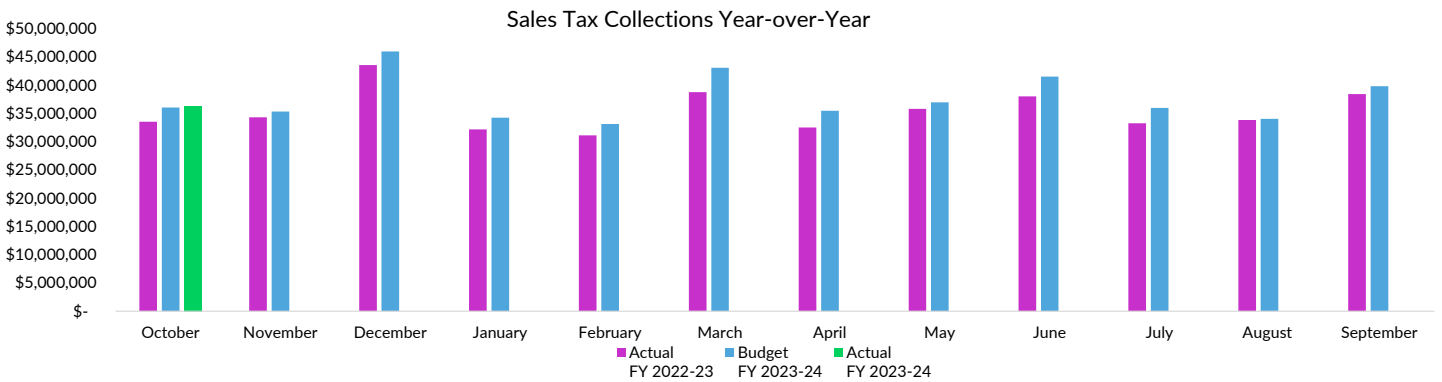
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- | | |
|---|--|
| T.C. Broadnax, City Manager | Majed A. Al-Ghafry, Assistant City Manager |
| Tammy Palomino, City Attorney | M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager |
| Mark Swann, City Auditor | Dr. Robert Perez, Assistant City Manager |
| Biliera Johnson, City Secretary | Carl Simpson, Assistant City Manager |
| Preston Robinson, Administrative Judge | Genesis D. Gavino, Chief of Staff to the City Manager |
| Kimberly Bizer Tolbert, Deputy City Manager | Directors and Assistant Directors |
| Jon Fortune, Deputy City Manager | |

Sales Tax

as of October 2022

Month	Actual FY 2022-23	Budget FY 2023-24	Actual FY 2023-24	YTD Variance FY 2023-	YTD Variance FY 2023-	FY 2023-24	FY 2023-24
				24 Actuals versus FY 2022-23 Actuals (\$)	24 Actuals versus FY 2022-23 Actuals (%)	Actuals versus Budget (\$)	Actuals versus Budget (%)
October	\$ 33,546,824	\$ 36,062,647	\$ 36,363,830	\$ 2,817,006	8.4%	\$ 301,183	0.8%
November	34,320,398	\$ 35,341,548					
December	43,576,728	\$ 45,970,014					
January	32,196,210	\$ 34,273,569					
February	31,149,534	\$ 33,134,657					
March	38,794,242	\$ 43,097,556					
April	32,534,853	\$ 35,467,490					
May	35,825,917	\$ 36,988,998					
June	38,045,795	\$ 41,544,065					
July	33,267,422	\$ 35,982,243					
August	33,838,141	\$ 34,045,495					
September	\$ 38,444,167	\$ 39,837,556					
Total	\$ 425,540,231	\$ 451,745,839	\$ 36,363,830	\$ 2,817,006	8.4%	\$ 301,183	0.8%



Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Racial Equity Plan Hubsite Presented to Workforce, Education, & Equity Committee on December 11, 2023**

Data Analytics and Business Intelligence (DBI), in partnership with the Office of Equity and Inclusion (OEI), has created the Racial Equity Plan Hubsite and plans to share it at the Workforce, Education & Equity (WEE) Committee on December 11, 2023. The site will provide insight into the status of Racial Equity Plan progress measures for each city department and city-wide. Data for the site will be updated regularly as provided by departments.

The hubsite will be published for public viewing following final feedback from the WEE Committee on December 11, 2023.

Please contact Dr. Brita Andercheck, Chief Data Officer or Dr. Lindsey Wilson, Director of Office of Equity and Inclusion, if you have questions.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

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

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

Memorandum



CITY OF DALLAS

DATE December 08, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – December 07, 2023**

In this week's issue of Taking Care of Business are the following topics:

New Information

- Dallas Love Field Earns Top Honors at ACI-NA's 2023 MARCOMCX Awards
- Dallas Aviation Director Patrick Carreno Recognized in D CEO's Dallas 500
- City of Dallas Welcomes Northaven Trail Bridge
- Roland G. Parrish Park Will Host Inaugural Cricket Tournament Next Year
- Certificate of Achievement for Excellence in Financial Reporting
- 23rd Annual Digital Cities Survey Award
- Keep Dallas Beautiful works with Dallas ISD students
- Training session for tire shop owners
- Office of Homeless Solutions Friends Group Honorary Chair and Membership Drive
- Save the Date! Grand Opening of The Bridge Travel Essentials Store at DFW Airport
- 2024 Homeless Point-In-Time (PIT) Count
- BMW Dallas Marathon
- Future Oak Cliff Park Named For Dallas Businessman and Philanthropist

Weekly Updates

- Convention and Event Services Weekly Event Report
- Office of Procurement Services New Opportunities
- Office of Homeless Solutions Update
 - R.E.A.L. Time Rehousing
 - OHS Street Outreach Update
 - Give Responsibly Campaign Outreach Update
 - H.A.R.T/eam Update
- Media Inquiries

NEW INFORMATION

Dallas Love Field Earns Top Honors at ACI-NA's 2023 MARCOMCX Awards

The Department of Aviation is excited to announce that Dallas Love Field (DAL) proudly walked away with two prestigious awards at the 2023 Marketing and Communications Conference in Atlanta, GA, hosted by ACI-NA. Of four submissions that reached the

DATE December 08, 2023
SUBJECT **Taking Care of Business – December 07, 2023**
PAGES **Page 2 of 10**

finalist round, DAL emerged victorious in the Special Events and Customer Experience Programs - Medium Airports categories.

The MARCOMCX Awards, part of ACI-NA's Excellence in Airport Marketing, Communications, and Customer Experience program, recognized DAL's commitment to creativity, inclusivity, and excellence. Last year, DAL won in two categories: Social Media Campaigns and Customer Experience Programs - Medium Airports. These accolades underscore DAL's dedication to providing passengers with a memorable and enjoyable experience, setting a benchmark for the industry. For more information, please visit the following link: <https://www.dallas-lovefield.com/Home/Components/News/News/289/90> Should you have any questions, please contact Patrick Carreno, Director of Aviation at patrick.carreno@dallas.gov or 214-670-6149.

Dallas Aviation Director Patrick Carreno Recognized in D CEO's Dallas 500

Patrick Carreno, Director of Aviation, has been honored by D CEO in its prestigious [Dallas 500](#), a biographical database showcasing the influential leaders shaping the Dallas-Fort Worth business landscape. The Dallas 500, now in its ninth edition, is a comprehensive compilation highlighting leaders from diverse industry categories who play pivotal roles in the regional economy. Patrick Carreno's inclusion in this select group is a testament to his impactful contributions and leadership in the aviation sector.

D CEO, a prominent business publication, conducts thorough research and personal interviews over several months to curate the Dallas 500 list, ensuring that it reflects the dynamic and diverse leadership that defines North Texas. The 2024 edition offers readers insights into the human side of the area's most powerful leaders, ranging from well-known figures to emerging and behind-the-scenes influencers. For more information, please visit the following link:

<https://www.dallas-lovefield.com/Home/Components/News/News/291/90>

Should you have any questions, please contact Patrick Carreno, Director of Aviation at patrick.carreno@dallas.gov or (214) 670-6149.

Northaven Trail Bridge Opening

The City of Dallas officially opened the newly constructed Northaven Trail Bridge with a ribbon-cutting at 9 a.m. December 2 at the bridge, 11222 N. Central Expressway Dallas 75243. The pedestrian bridge is a collaboration between the City of Dallas, Dallas County, North Central Texas Council of Governments, Texas Department of Transportation, and Friends of Northaven Trail. The bridge is in Dallas City Council Districts 10 and 11 and County Commissioner Districts 1 and 2. Should you have questions, contact Assistant Director Chris Turner-Noteware at christina.turner@dallas.gov.

Roland G. Parrish Park Will Host Inaugural Cricket Tournament Next Year

Dallas Park and Recreation and the [National Cricket League](#) (NCL) recently gathered at the newly named Roland G. Parrish Park to announce that the league’s inaugural nine-day nonstop tournament that will be held in May 2024 at the park. Headquartered in Dallas, the NCL unveiled its new team names including Dallas’ newest sports team – Dallas Wolves. Temporary cricket fields will be constructed at the park for the event. The tournament will be the first for the NCL Dallas team and will feature international players, and coaches from around the world. Should you have questions, contact Assistant Director Chris Turner-Noteware at christina.turner@dallas.gov.



Certificate of Achievement for Excellence in Financial Reporting

On November 28, 2023, the City Controller’s Office was notified by the Government Finance Officers Association (GFOA) that the City of Dallas was awarded the Certificate of Achievement for Excellence in Financial Reporting for its annual comprehensive financial report for the fiscal year ended September 30, 2022. The report has been judged by an impartial panel to ensure it meets the high standards of the program, which includes demonstrating a constructive “spirit of full disclosure” to clearly communicate its financial story and motivate potential users to read the report. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The City Controller’s Office first received this award for fiscal year 1981 and has received it for 17 consecutive years since fiscal year 2006. Should you have any questions, please contact Sheri Kowalski, City Controller at Sheri.Kowalski@Dallas.gov or Lance Sehorn, Assistant City Controller at Lance.Sehorn@Dallas.gov.

23rd Annual Digital Cities Survey Award

Information and Technology Services is excited to announce that the City of Dallas has

“Our Product is Service”
Empathy | Ethics | Excellence | Engagement | Equity

received recognition from *The Center for Digital Government!* The City placed **#5 in the 500,000 or more population category for the Top-Ten Digital Cities in 2023.** You may recall that in 2022, the City of Dallas ranked #10 but within a year's time, we are now #5 and continue to strive for excellence!

The Center for Digital Government (CDG) places Dallas among a distinguished group of cities that have worked hard to improve its digital, citizen, and government experience through technology and leadership. I commend our elected leadership, City Manager, and ITS organization, as we celebrate being ranked amongst other remarkable cities. The top five ranking cities with a population of 500,000 or more include: 1st - City of Los Angeles, CA; 2nd - City of San Diego, CA; 2nd - City of San Jose, CA; 3rd - Louisville Metro Government, KY; 4th - City of Albuquerque, NM; 4th - City of El Paso, TX; 5th - City of Dallas, TX.

Assistant Director, Christopher Strickler attended the Awards Dinner in Atlanta, GA, on November 16th to accept this prestigious award on behalf of the City of Dallas.

Click [HERE](#) to read the formal announcement and view the full list of top ten ranking cities made by Government Technology | Center for Digital Government. Should you have any questions, please contact William Zielinski, Chief Information Officer for Information and Technology Services at william.zielinski@dallas.gov.

Keep Dallas Beautiful and Dallas ISD students

Code Compliance through the Keep Dallas Beautiful Program worked with over 20 DISD students from Career Institute South last Friday to beautify their campus with the help of tools from the City. Through our partnership, students are gaining an understanding of the importance of volunteerism, by taking time out of their day to clean their communities. For more information contact, Eric Onyechefule, CCS Public Information Coordinator II, eric.onyechefule@dallas.gov.



Training session for tire shop owners

With changes to the tire ordinance, Code Compliance Services found it imperative to help local tire shop owners and businesses get up to speed on the adjustments. Over the last week, staff with the Consumer Protection division in Code hosted virtual and in-person training with local scrap tire businesses. The forums allowed the owners to ask questions and get detailed answers about the ordinance. Code will continue to schedule more sessions over the coming days and allow more businesses to attend. For more information contact Eric Onyechefule, CCS Public Information Coordinator II, eric.onyechefule@dallas.gov.



Office of Homeless Solutions Friends Group Honorary Chair and Membership Drive

The Office of Homeless Solutions is pleased to announce that Councilmember Paula Blackmon has agreed to serve as the Honorary Chair of the newly formed OHS Friends Group. Councilmember Blackmon will host a membership and coat drive on Monday, December 11, 2023, at 6:00 p.m. at Smoky Rose, 8602 Garland Rd. The event is open to individuals and organizations interested in serving Dallas' unsheltered neighbors. Bring a new and gently used adult-sized coat for donation to individuals experiencing homelessness. Attendees must RSVP by email to ohsvolunteer@dallas.gov. If you have any questions or need additional information, please contact Gloria Sandoval, Office of Homeless Solutions Program Administrator at gloria.sandoval@dallas.gov or Christine Crossley at christine.crossley@dallas.gov.

Save the Date! Grand Opening of The Bridge Travel Essentials Store at DFW Airport

In October 2022, The Bridge Homeless Recovery Center announced a partnership with R.S. Harris LLC, Gideon Toal Management and Presbyterian Night Shelter's Upspire in Fort Worth to establish The Bridge News and Convenience, an airport concession concept to create jobs and fund services for local nonprofit homelessness service providers and their clients.

DATE December 08, 2023
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Construction of the store in Terminal A at DFW Airport is nearing completion. Councilmembers are invited to attend the store's grand opening at 9 a.m. on Friday, January 5, 2024. For security purposes, Council members must confirm their attendance. Additional information including security requirements and instructions will be provided prior to the city council's holiday recess. Should you have any questions, contact Gloria Sandoval, Office of Homeless Solutions Program Administrator, at gloria.sandoval@dallas.gov or Christine Crossley, Director, Office of Homeless Solutions, at christine.crossley@dallas.gov.

2024 Homeless Point-In-Time (PIT) Count

Housing Forward's annual Homeless Point-In-Time (PIT) count will be conducted in Dallas and Collin Counties on the evening of January 25, 2024. Required by the U.S. Department of Housing and Urban Development (HUD), the PIT Count is the count of sheltered and unsheltered individuals experiencing homelessness and is traditionally done on one night in January across the country per HUD guidelines. Locally, data gathered from the count is used for policy development and program planning for homeless residents. The PIT count would not be possible without hundreds of volunteers. If you would like to volunteer, please contact Gloria Sandoval, Program Administrator, in the Office of Homeless Solutions. All volunteers must register in advance as no walk-in teams will be accepted on the night of the count. OHS will work with Housing Forward to assign councilmembers and their teams are assigned to the team's requested location. Housing Forward is also collecting gender-neutral care packages to distribute during the count. If you would like to donate or volunteer, contact Gloria Sandoval, Community Services Program Administrator at gloria.sandoval@dallas.gov or Christine Crossley, Director of the Office of Homeless Solutions at Christine.crossley@dallas.gov.

BMW Dallas Marathon

Please be aware that the BMW Dallas Marathon is happening on Sunday, December 10 from 8 a.m. until 3 p.m. and will utilize a 26.2-mile route through Dallas - the second half of the route has changed from past years. To help mitigate impact to businesses and residents, there is a traffic advisory on <https://www.dallasspecialevents.com/>. During the event, the Office of Special Events will be fielding calls and responding in real time. Please call the main line at 214-939-2701 for assistance. Please help us spread this message to your constituents. For more information, please contact Jacquelin Justice, Assistant Director in Convention and Event Services, at jacquelin.justice@dallas.gov or 214-939-2955.

Future Oak Cliff Park Named For Dallas Businessman and Philanthropist

Dallas Park and Recreation joined city officials and community leaders to break ground for a new green space in east Oak Cliff that will bring diverse recreational options to Cadillac Heights communities. Although the project is still in the design phase, it already has a name: Roland G. Parrish Park. Construction on the \$6 million recreational area is expected to begin summer 2024. Amenities at the 25-acre park will include an athletic field, running track, playground, basketball pavilion, lighted loop trail, disc golf, and picnic

areas. Parrish - CEO of Parrish Restaurants, Ltd. - is recognized worldwide for his business insight and philanthropy. Should you have questions, contact Assistant Director Chris Turner-Noteware at christina.turner@dallas.gov.



WEEKLY UPDATES

Convention and Event Services Weekly Event Report

Each week, Convention and Event Services will provide a report featuring two weeks of upcoming events that are either coordinated with the Office of Special Events or hosted at the Kay Bailey Hutchison Convention Center Dallas. The report highlights the dates, location, and Council District for each event, and is attached for your convenience. Should you have any questions or concerns, please contact Rosa Fleming, Director of Convention and Event Services at rosa.fleming@dallas.gov.

Office of Procurement Services New Opportunities

The Office of Procurement Services (OPS) is excited to announce the following new contract opportunities. More information can be found on the City’s [electronic bid portal](#):

Opportunity No.	Opportunity Name
CIZ23-AVI-3055	Dallas Love Field Aircraft Rescue and Firefighting (ARFF) Station 21
CIZ23-DWU-23 149	Storm Drainage Improvements at Various Locations, Phase H, Contract 23-149
CIZ23-PBW-3058	Streetscape/Urban Design Street Group 17-7006
CIZ23-PBW-3057	Five Mile Infrastructure Improvement Package A Paving and Draining Improvements
CIZ23-PKR-3059	Magnolia Lounge Building Facility Improvements
CIZ23-TRN-3051	Pedestrian Improvements to Pine Street from US 175 to 2nd Avenue Professional Engineering Services (CSJ 0918-47-372)
BBZ24-00023578	OCIP/ROCIP Broker of Record Service
BD24- 00023526	Sports Officiating Services
BEZ23-00022040	Dr. Martin Luther King Jr. Parade Planning and Production
BF24-00023525	Concession Kitchen Equipment Maintenance & Repair Services

BF24-00023528	Crane Rental with Operator
BHZ24-00023531	Promotional Examination services
BM24-00023567	Saw Blades, Concrete and Asphalt
BRZ24-00023568	Lead Free Brass Fittings

We are also pleased to share the latest, [Procurement Quarterly](#) listing citywide opportunities for the current quarter (of the fiscal year) and published on the OPS [website](#). The City of Dallas Office of Procurement Services will host in-person and virtual meetings to engage business and non-profit vendors with technical assistance regarding "Doing Business with the City of Dallas". For more information about the City of Dallas Office of Procurement Services or to schedule an appointment, please contact Angela Akins, at Angela.akers@dallas.gov or call 972.243.2127

Please be advised that once an opportunity is advertised, it is considered an open procurement until the City Council awards the contract. The Code of Ethics prohibits communication between councilmembers and vendors/ suppliers on open procurements. Should you have any questions, please contact Danielle Thompson, Director of Procurement Services at Danielle.thompson@dallas.gov.

Office of Homeless Solutions Updates

R.E.A.L. Time Rehousing

The R.E.A.L. Time Rehousing (RTR) team of homeless service providers, co-led by the Office of Homeless Solutions (OHS) and Housing Forward [has successfully rehoused 2,700 \(and counting\) unique individuals as of October 17, 2023](#). The City and its partners now have a new goal of housing 6,000 unique individuals by 2025 across the expanse of the metroplex.

OHS Street Outreach Update

Outreach is currently targeting several encampments, which will result in closure through the housing of those unsheltered individuals throughout the year via RTR. The team will outreach to these sites and meet with various persons experiencing homelessness to assess their needs in preparation for site closure via housing. During this time, the OHS Street Outreach Team will continue to engage with unsheltered residents through normal street outreach, connecting people with the needed resources, such as: getting IDs, working with Community Courts on expunging eligible tickets and offenses from their records, identifying medical needs, and getting them access to the Coordinated Access System (CAS). The RTR Community Dashboard is live and may be found [here](#).

Please see the attached schedule for homeless encampment cleaning the week of December 4 through December 8, 2023. Please note that these will be for debris removal and outreach only. All encampment cleaning requests are being resolved as time and

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weather allows and are subject to modification in response to special requests by City leadership.

Give Responsibly Campaign Outreach Update

The Office of Homeless Solutions and Code Compliance work together to promote the Give Responsibly Campaign (GRC). This initiative aims to prevent street charity and illegal solicitation in the community through education and engagement. While providing alternative solutions for our residents experiencing homelessness.

The Office of Homeless Solutions Community Liaison and Code Compliance Neighborhood Code Representatives are partnering to visit businesses in hot spots across all districts. This joint effort aims to address issues related to homelessness and the adverse effects street charity and illegal solicitation have on the community. It will provide education on sustainably supporting those in need while ensuring a safer and more comfortable environment for businesses and their patrons. For more information on the GRC, to request GRC materials, or to request event/meeting presence, please reach out to the OHS Community Liaison, Marci Jackson, at Marci.Jackson@dallas.gov.

H.A.R.T/eam Update

The Homeless Action Response Team (H.A.R.T/eam) is led by the Office of Homeless Solutions (OHS) and encompasses four teams comprised of a core team of the following: Crisis Intervention Team (CIT), Dallas Animal Services (DAS), Dallas Marshals, and Code Compliance (Code). This team is supplemented by Parks and Recreation, Dallas Fire & Rescue, and Public Works as needed. The purpose of H.A.R.T/eam. is to provide a quick response to immediate safety concerns around homeless encampments and hot spots. To report a critical issue regarding an encampment or panhandling, please submit a service request to 311 or the OurDallas smartphone app. For any questions or concerns please reach out to the H.A.R.T. Supervisor, Anthony Virgil, at Anthony.Virgil@dallas.gov.

The teams are assigned and respond to time-sensitive, critical issues received via 311 and via email which are defined as:

- Issues raised by City Leadership and members of City Council requests
- Issues presenting an immediate safety concern (the presence of firearms, uncontrolled fires, reports of threatening behavior)
- Any issues which would derail the normal street outreach service resolution process
- Panhandling

Please see the attached the H.A.R.T/eam's performance measures for the week of November 27 through December 2, 2023, and the H.A.R.T/eam's encampment resolution schedule for December 4 through December 9, 2023. OHS staff will also send individual

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H.A.R.T. encampment resolution reports bi-weekly to applicable Districts for a more comprehensive report out on the data outside of the TCB.

OHS continues to urge people who see an encampment to report it via 311 or 311's OurDallas smartphone app to ensure strategic alignment with comprehensive OHS outreach. The OHS Service Request dashboard can be utilized to track the progress of encampment resolution efforts. Please visit the [dashboard](#) and feel free to share this tool with residents. If you have any questions please reach out to Christine Crossley, Director of the Office of Homeless Solutions, at Christine.Crossley@dallas.gov.

Media Inquiries


As of Dec. 4, 2023, the Communications, Outreach, and Marketing (COM) Department has received various media inquiries available to view [here](#). For more information, contact Catherine Cuellar, catherine.cuellar@dallas.gov.

Dallas Fire-Rescue Media Inquiries

The following storylines reference the major media inquiries addressed by Dallas Fire-Rescue (DFR) during the period dating from November 28th – December 4th, A more detailed account of the department's responses to those inquiries, and others, can be viewed at [this link](#). Should you have any questions or concerns, please contact Fire Chief, Dominique Artis, at dominique.artis@dallasfire.gov.

- Nine Displaced Following Southwest Dallas Apartment Fire
- DFR Advises Safe Use of Ladders While Installing Christmas Lights
- Fire Prevention Officer Returns to Work After Recovery from Stroke
- Off-Duty DFR Member Critically Injured in Motorcycle Accident
- DFR USAR Technicians Rescue Driver from Truck Hanging Off Bridge

Should you have any questions or concerns, please contact Genesis D. Gavino, Chief of Staff.



T.C. Broadnax
City Manager

c: Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera 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
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors

**Encampment Resolution (Cleaning) Schedule
December 4 – December 8, 2023**

Location	District
4800 Columbia Ave	2
Harry Hines Blvd & Inwood Rd	2
Henry St & Taylor St	2
635 & Coit Rd	11
Medical District	6

**H.A.R.T. Outreach and Advocacy
November 27 – December 2, 2023**

Performance Measure	Total
Number of Service Request Closed within 10 days	11
Number of Service Request still open (pending closure)	11
Number of MCC's received for the week	8
Number of Locations Visited	50
Number of Individuals Engaged	82
Number of HMIS Entered	0
Number of Panhandlers Engaged	6

**H.A.R.T. Encampment Resolution (Cleaning) Schedule
December 4 – December 9, 2023**

Location	District
635 & Coit Rd	11
635 & Josey	6
635 & Midway	13
635 & Webb Chapel	6



City of Dallas

**Convention and Event Services
Weekly Events Report
December 8, 2023**

Event Type	Name	Dates	Location	District
Special Event	BMW Dallas Marathon Friday Night Lights 1-Mile Run 2023	12/8/2023	1500 Marilla St.	2
Special Event	Pleasant Grove Better Block #2 & #3	12/8/2023	2019 N. Masters Dr.	5
Special Event	PMG Holiday Dinner 2023	12/8/2023	109 Continental Ave.	6
Special Event	Night Market	12/9/2023	5580 Peterson Ln.	11
Special Event	Re:Imagine Vacancy - Congo Street	12/9/2023	1022 Congo St.	2
Special Event	BMW Dallas Marathon Festival - Saturday Events	12/9/2023	1500 Marilla St.	2, 6
Special Event	Autumn Moon - Merry & Bright Market	12/9/2023	421 N. Tyler St.	1
Special Event	PMG Holiday Main Event	12/9/2023	1225 N. Riverfront Blvd.	6
Special Event	Peregrinacion de la Virgin of Guadalupe	12/10/2023	7617 Cortland Ave.	2
Special Event	BMW Dallas Marathon Festival 2023	12/10/2023	1500 Marilla St.	Multiple
Special Event	Sam's Club Merry Express	12/10/2023	2900 W. Wheatland Rd.	8
Special Event	Moonfire Outdoor Market (Celestial Theme)	12/10/2023	714 W. Davis St.	1
Special Event	Our Lady of Guadalupe Novena	12/11/2023	2215 Ross Ave.	14
Special Event	DPD Children's Parade	12/12/2023	1935 Medical District Dr.	2
Special Event	CenterWell NW Dallas Grand Opening	12/12/2023	3701 W. Northwest Hwy.	6
Special Event	Salvation Army Christmas Distribution - Angel Tree 2023	12/12/2023	9216 Harry Hines Blvd.	2
Special Event	Dream Center Dallas - Christmas Outreach	12/16/2023	1900 S. Ewing Ave.	4
Special Event	Deep Ellum Outdoor Market #24	12/16/2023	100 - 199 N. Crowdus St.	2
Special Event	OLH Jingle and Mingle - OLH Holiday Event	12/16/2023	407 Parkhurst Dr.	9
Special Event	Charlie Brown Christmas 5k/10k	12/16/2023	109 Continental Ave.	6
Special Event	Melting Pot Market - Trees Deep Ellum	12/16/2023	2709 Elm St.	2
Special Event	Posada	12/17/2023	2600 Live Oak St.	14
Special Event	Dallas Jingle Bell Run	12/21/2023	2200 N. Stemmons Fwy.	6

KBHCCD Schedule of Events

KBHCC	BMW Dallas Marathon Health & Fitness Expo	12/8/2023	650 S. Akard St.	2
KBHCC	NCA Holiday	12/9/2023	650 S. Akard St.	2
KBHCC	Holiday Party	12/15/2023	650 S. Akard St.	2
KBHCC	End of the Year Annual Achievement Luncheon	12/15/2023	650 S. Akard St.	2
KBHCC	Operation Care Christmas Gift	12/16/2023	650 S. Akard St.	2
KBHCC	Host Chapters Planning Meeting	12/17/2023	650 S. Akard St.	2

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Technology Accountability Report – November 2023**

Please find attached the Technology Accountability Report (TAR) based on information through November 30, 2023. The TAR is a progress report reflecting the performance and operational status of the city in purchasing, implementing, operating, and securing technology to achieve the city's priorities and service objectives.

If you have any questions, please contact William (Bill) Zielinski, Chief Information Officer and Director of Information & Technology Services.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

c: TC Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera 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

Technology Accountability Report (TAR)



City of Dallas

As of November 30, 2023

Prepared by Information & Technology Services

**1500 Marilla Street, 4DS
Dallas, TX 75201**

214-671-9868

Executive Summary

The highlights of the November 2023 Technology Accountability Report (TAR) include:

- Section 1: IT Programs & Projects – Since the October 2023 TAR report, three major projects were completed and removed from the report:
 - The **Mobile Surveillance Platform** (Formerly known as Bait Car) project is utilized by the Dallas Police Department to operate a fleet of 25 Mobile Surveillance Vehicles. The vehicles are deployed throughout the city and serve as “bait cars”. The vehicles are outfitted with covert cameras, microphones, GPS, and other capabilities. (Previously project #28 on the October 2023 TAR)
 - The **Visualization Engineering Services** project provides an authoritative visualization of our Current State and Future States – an effort critical to information data center improvements. This engagement will be crucial to the success of planned improvements to Application Portfolio Management in addition to the stated necessity regarding data center improvements. (Previously project #41 on the October 2023 TAR)
 - The **Implement Workday Prism** project will aggregate historical data from the City’s prior payroll system and make it available with new payroll data in Workday. (Previously project #58 on the October 2023 TAR)

- Section 1: IT Programs & Projects – Since the October 2023 TAR report, three new major projects have been approved:
 - The **Upgrade of DMZ and Security Switch Stacks** project replaces critical city network equipment. (Project #45 on this month’s report)
 - The **Document and Automate COD Worker On/Offboarding Process(es)** project will document and improve city onboarding and offboarding processes and system interactions. (Project #58 on this month’s report)
 - The **Asset Inventory, Amenity, and Maintenance Management System** project will implement an integrated park asset, work order, operations and maintenance, and resource management for the Park and Recreation Department. (Project #62 on this month’s report)

Executive Summary *(Continued)*

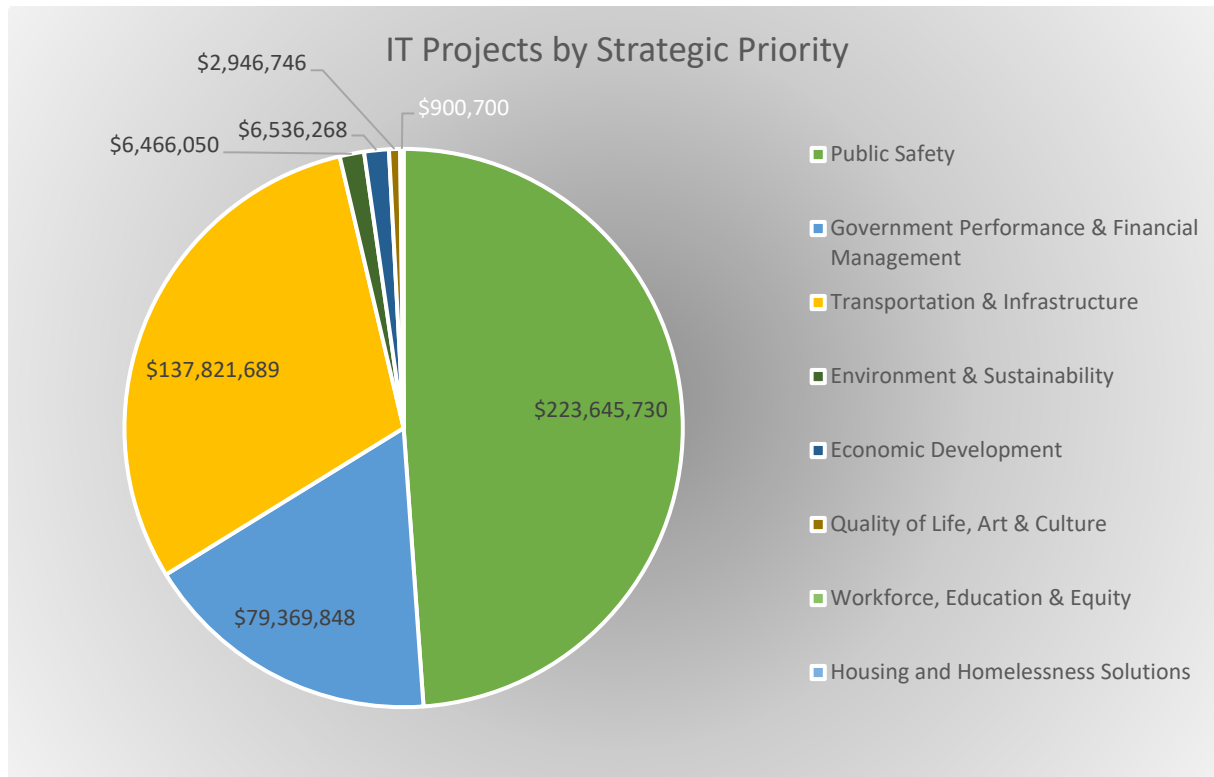
- On November 9, 2023, the Center for Digital Government (CDG) announced the winners of their 23rd annual Digital Cities Survey, recognizing cities utilizing technology to strengthen cybersecurity, enhance transparency, digital privacy rights, and digital equity, and those finding innovative ways to support solutions for social challenges facing cities today. The City of Dallas was recognized as 5th place in the category of large cities with a population of more than 500,000 for the 2023 survey. This is up from 10th place in the 2022 Survey. In recognizing the City of Dallas, CDG cited the creation and publication of the Technology Accountability Report (TAR) in enhancing transparency into the City's IT operations. Additionally, CDG acknowledged the DallasSecure mobile security application it provides city residents, the public dashboards developed and published by the Data Analytics and Business Intelligence (DBI), and the projects across the city to address digital equity. More information can be found here: <https://bit.ly/CDG-DigitalCities2023>

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Section 1: IT Programs & Projects

A. Project Pipeline

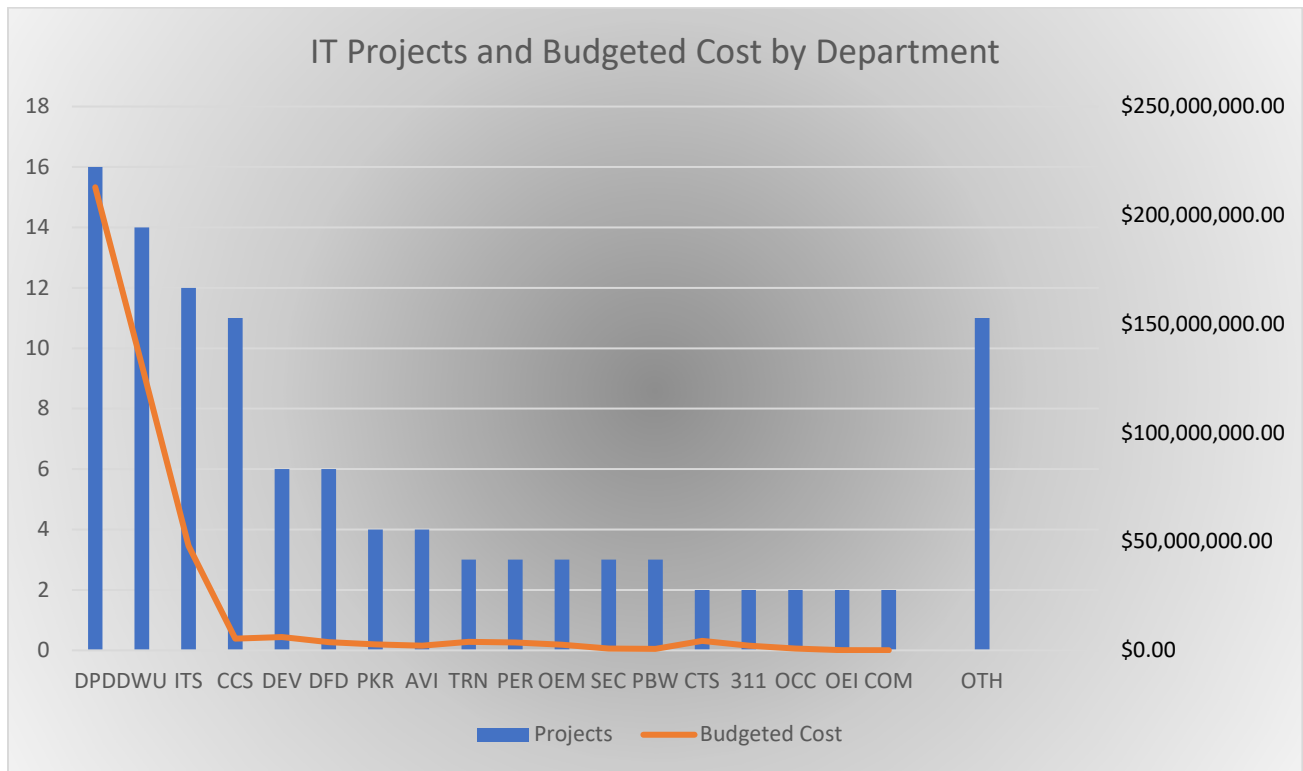
1. IT Projects by Strategic Priority



NOTES:

1. As of 11/30/2023, ITS has 109 approved IT projects in the pipeline.
2. The total budgeted costs for the 109 projects are \$457,687,031.
3. Project pipeline includes at least one project in 7 of the identified 8 strategic priorities.
4. The highest number of active IT projects are aligned to the Public Safety Strategic Priority with a total of 27 projects at a total budgeted cost of \$223.6M, followed by Government Performance & Financial Management with a total of 27 projects at a total budgeted cost of \$79.4M, Transportation & Infrastructure with a total of 24 projects at a total budgeted cost of \$137.8M, and Environment & Sustainability with 14 projects at a total budgeted cost of \$6.4M.

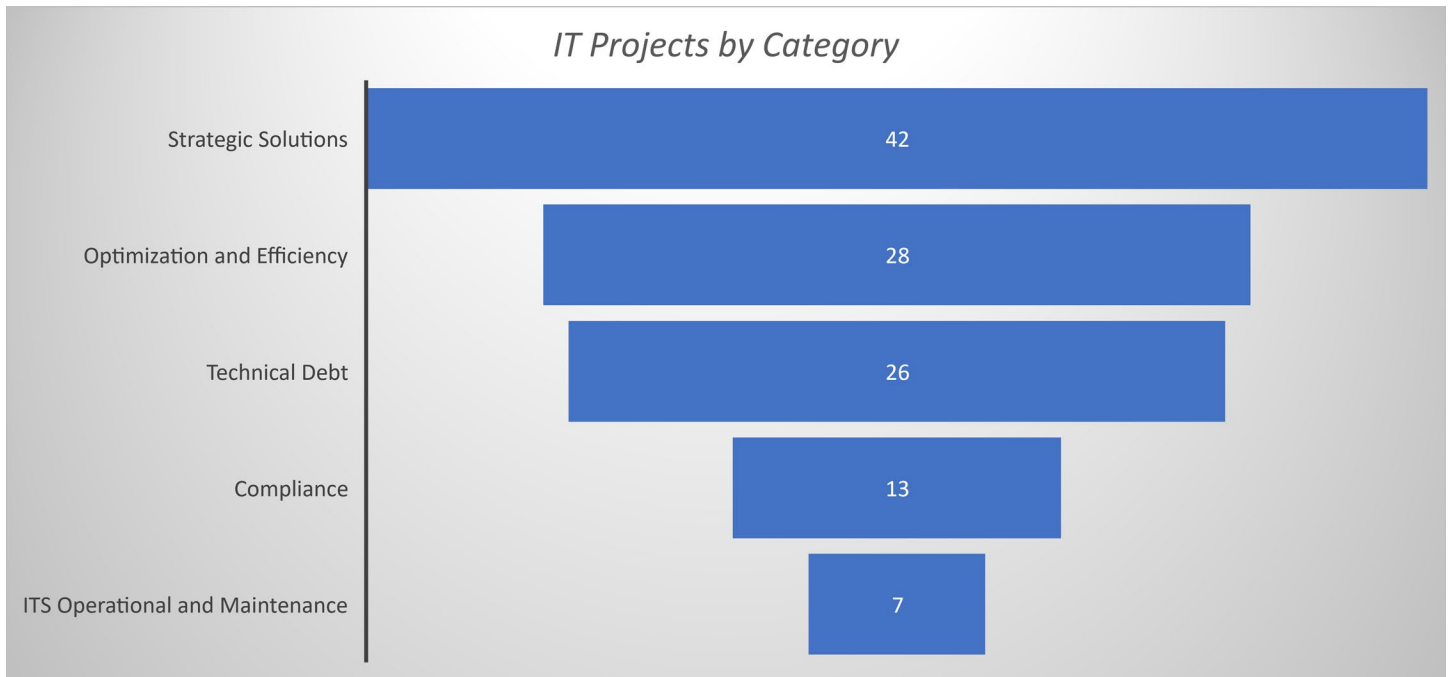
2. IT Projects and Budgeted Cost by City Department



NOTES:

1. Twenty-nine City Departments are represented across the 109 approved IT projects in the pipeline.
2. Dallas Police Department has 16 active projects at a total budgeted cost of \$212.8 million, followed by Dallas Water Utilities with 14 active projects at a total budgeted cost of \$131.1 million, Information & Technology Services with 12 projects at a total budgeted cost of \$48M, Code Compliance with 11 projects at a total budgeted cost of \$5.4M, and Development Services with 6 active projects at a total budgeted cost of \$6.1M and Dallas Fire and Rescue with 6 active projects at a total budgeted cost of \$3.9M.
3. Eleven Departments have 1 active project each, making up the Other (OTH) group in figure 2 above.

3. IT Projects and Budgeted Cost by Category



NOTES:


1. Forty-two projects implement Strategic Solutions of new products or services with a budgeted cost of \$69.39M.
2. Twenty-eight projects aim to increase Optimization and Efficiency of City processes and systems with a budgeted cost of \$273.9M.
3. Twenty-six projects focus on reducing Technical Debt with a budgeted cost of \$109.9M.
4. Thirteen projects address Compliance Standards to meet industry regulations, government policies, or security frameworks with a budgeted cost of \$98.9M.
5. Seven projects are internal Operations and Maintenance projects with a budgeted cost of \$1.06M.


***The number of projects spread among these categories total to more than 109 due to some projects falling into more than one category.**

B. Major Project Status

****LEGEND:**

- **Cancelled:** The project has not finished, and work on the project will not continue.
- **Completed:** Work on the project has finished, and all deliverables/tasks have been completed.
- **Delayed:** The project is still active, but we have passed the initial estimated completion date.
- **In Process:** The project is currently being worked on by the project team.
- **On Hold:** The project has not finished, and work on the project has been suspended.
- **Ongoing:** The project consists of multiple phases or is an operational project. Some portions have been completed, but the project has not fully reached fruition.

-  : Addresses Technical Debt
-  : PCI project

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
1.	Enterprise Contact Center (ECC) Solution	The Enterprise Contact Center application within the City of Dallas is a secure, reliable, and scalable call platform to meet the needs of city residents. The ECC includes Natural Language Processing (NLP), Knowledge Base, Workforce Management, Interactive Voice Response (IVR), Courtesy Call Back, and other core call center capabilities to support multiple departments across the city. (\$2,134,245)	GPFM	311	TBD	In Process	
2.	Ethics Point Salesforce Integration	The purpose of this system is to promote and support ethical financial compliance. (\$63,164)	GPFM	ATT	Dec-29	On Hold	
3.	Department of Aviation INDMEX AirBOSS Vehicle Tracking	This system provides the airport staff with a user friendly, browser-based means to track vehicle, aircraft movements, increase operational safety, and create a common operational picture. The Vehicle Tracking technology in this system allows the airport staff to track ground vehicles, driver positions while the Runway Incursion Warning System (RIWS) will alert vehicle operators in advance of a possible incident on runways. (TBD)	Transport & Infra	AVI	Mar-24	In Process	
4.	Veoci Dallas Airport System Phase 2 Implementation	This system provides the airport staff with a multifunctional platform providing emergency, safety management systems. This system allows to create, share, and manage all information related to unlimited number of emergencies, incidents, events and facilitates emergency mass communications to internal and external stakeholders of Dallas Lovefield Airport. (TBD)	Transport & Infra	AVI	Jun-24	In Process	

As of 11/30/23




#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
5.	ADVANTAGE Dallas Financial Upgrade	The CG Advantage 3 system is utilized by all departments within the city for processing and recording of all budget, procurement and financial accounting transactions, and interfaces with many enterprise business applications. This major upgrade will move the City's core financial system to a cloud-based solution providing advanced capabilities and incorporating modern technologies such as robotic process automation (RPA) and machine learning (ML) to improve the quality and speed of financial transactions. (\$22,095,745)	GPFM	CCO	Oct-24	In Process	
6.	Asset Management System	The Code Compliance office is seeking an asset management system to manage several different of assets to include Ballistic vests, uniform items (pants, belts, reflective vests, shirts, jackets) that they issue officers, and other equipment deployed to their staff to perform their duties. This effort gathers requirements to conduct market research and identify potential solutions to meet the business need. (\$76,000)	Environment & Sustain	CCS	TBD	In Process	
7.	Consumer Protection online Salesforce Application/ permitting system	This system will allow department to implement online permit process for seven applications (wood vendor, motor vehicle repairs, Credit access, electronic repairs, home repair, scrap tire). Will Allow business owners to access, complete, submit, and track their business permit applications online. (\$318,050)	Environment & Sustain	CCS	Dec-23	In Process	
8.	Envision Connect Replacement Project	This project will replace the current Restaurant Inspection System - Envision Connect. Envision Connect is at the end of life for support. The vendor is requesting to move to their newer application for restaurant inspections. (\$482,611)	Environment & Sustain	CCS	Dec-23	In Process	
9.	Body Worn Cameras for Code Personnel (CCS)	Code Compliance is implementing body-worn cameras to enhance citizen interactions, officer safety, and provide investigatory evidence for field inspections. The department has completed a pilot with limited staff and will move forward with a phased rollout. (TBD)	Environment & Sustain	CCS	Feb-24	In Process	
10.	Safety Tracking, and Hazardous Identification and Inspections	This electronic system monitors training records and certifications. It permits the sharing of policies and procedures with a confirmation acknowledgement, conducts hazard identification inspections, audits, and checklists, and conducts job safety hazard analysis. (TBD)	Environment & Sustain	CCS	Feb-24	In Process	
11.	Short Term Rental Enforcement Database	This solution facilitates compliance enforcement of new zoning and registration ordinances for STRs. It will enable CCS to identify and locate Short-term rentals, monitor activity on host platforms, track code violations and issue notices and other administrative documents. (\$167,768)	Environment & Sustain	CCS	Dec-23	In Process	

As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
12.	Cameras at 7901 Goforth	This project replaces an old analog camera system with high resolution cameras. The camera system will provide 360-degree coverage around the building at 7901 Goforth. Cameras will extend into the common areas of the building and the front counter area. (TBD)	Environment & Sustain	CCS	Aug-24	In Process	
13.	Electronic Citation (eCitation) system	This project will implement an electronic citation system to support the Code Compliance department's operations. The department issues over 69,000 Notices of Violation and over 10,000 citations annually. This system will improve operational efficiency by reducing the amount of time officers spend on-site, reducing paper waste and reducing data entry mistakes from hand-written citations. (TBD)	Environment & Sustain	CCS	Aug-24	In Process	
14.	Vacant Property Registration Salesforce Platform	This project will develop a registration platform and process for identifying and tracking vacant properties. This city-wide process will be managed by Code Compliance Department. It will also enable citizens to access an online platform to register and pay for vacant properties they own. (TBD)	Environment & Sustain	CCS	TBD	On Hold	
15.	Convention and Event Services - Office of Special Events - Cust Relation Management System	Convention and Event Services Customer Relation Management System is currently operational but is not currently accepting Credit Card payments. This project implements PCI requirements to allow the system to eventually accept credit card payments. (TBD)	ECO	CCT	TBD	In Process	
16.	Enterprise Community and Employee Engagement Solution	This solution streamlines the city's ability to inform the public, solicit opinions, and conduct surveys to better support the citizens. It facilitates city authorities' active communication with residents and will help to better inform residents about service changes. (TBD)	GPFM	CMO	Sep-24	In Process	
17.	RFCSP for Court Case Management System	The current Court Case Management System (Tyler Technologies) contract will expire June 2024. CTS wishes to conduct market research and conduct a competitive procurement to ensure the best solution is selected to upgrade and improve court case management. (\$4,371,720)	Public Safety	CTS	TBD	In Process	
18.	DAS Inventory Management Tool	Dallas Animal Services manages a large inventory of drugs, supplies and business equipment needed to perform their functions. Currently inventory management is done through a legacy system database (animal software) or on spreadsheets but are inadequate to provide appropriate controls and functionality. (\$14,062)	Environment & Sustain	DAS	Mar-24	In Process	
19.	Development Services Training Simulator	The building permitting and inspection process involves several different components operating independently on separate software platforms. The purpose of this project is to develop a training simulator that allows for cross-collaboration across city divisions to improve quality and efficiency of processes. (\$50,000)	ECO	DEV	TBD	On Hold	

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
20.	Customer Queueing software	Customers currently walking into the permit center need to be able to "sign in" and set appointments remotely. DEV needs to be able to offer this service to their customers to better track the data associated with their customers' experiences; volume, wait times, types of service...etc. This project will identify, procure, and implement a customer queue management solution for Development Services. (\$60,000)	ECO	DEV	Mar-24	In Process	
21.	Expand OnBase to the entire SDC Department	The OnBase content management system was originally implemented only for the Building Inspection division within the Development Services Department (DEV). Purpose of this project is to implement the content management system to all divisions within DEV. (\$180,712)	ECO	DEV	TBD	On Hold	
22.	DallasNow	The city's current permitting system has reached end of life, cannot interact with the new geospatial technology standards, and is difficult to change to support new business requirements, and workflows. This project will deploy a new system to replace the existing system and to add efficiencies in the permitting process. (\$9,746,780)	ECO	DEV	Sep-25	In Process	
23.	Smart Device/Technology Behavioral Health App for DFR members	This project will provide a Peer Support Contact App for Dallas Fire-Rescue (DFR) personnel. At Dallas Fire-Rescue (DFR), the city is promoting whole-person wellness. This new application will supplement existing mental health support services available to the City's DFR members. (\$170,000)	Public Safety	DFD	TBD	In Process	
24.	Telestaff-Workday Integration Phase 2	Telestaff automated scheduling and staffing system for City of Dallas Fire Department 24-hr employees' integration with Workday Payroll System. (\$731,238)	Public Safety	DFD	Dec-23	In Process	
25.	Dispatch/Communications - Video Wall	This video system will be a "video wall" solution to display relevant information regarding Fire and EMS dispatches. It will include Traffic Camera inputs, weather information, and other information to enhance DFR's dispatchers as they work Fire and EMS teams in real-time. (TBD)	Public Safety	DFD	Sep-24	In Process	
26.	Fire Station Alerting System	Dallas Fire Rescue dispatches resources from 58 fire stations strategically deployed throughout the city. To avoid response delays, DFR relies on a station Alerting System that integrates with our Computer Aided Dispatch (CAD) system to advise firefighter/paramedics of assistance calls. The current station alerting system is end of life, difficult to maintain, and lacks the full range of functionality more modern solutions provide. This project will conduct market research into, procure, and implement a new, modern station alerting system for Dallas Fire Rescue. (\$1,860,000)	Public Safety	DFD	Oct-24	In Process	

As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
27.	IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59	Total of 8 new and rebuild Dallas Fire Stations are being constructed in scope Sta. 46, 36, 59, 41 Temp, 41 Replacement, 19, 58 and 21 FS/AVI Center. All new IT infrastructures including cabling, network, workstations, printers, radio Alerting system equipment, etc., will be activated in line with facility openings. (\$131,688)	Public Safety	DFD	May-25	In Process	
28.	DPD Gun Range Software	This system supports the Firearms Training Center (FTC). It will provide tracking of weapons training and weapons qualifications for rifle, pistol and shotgun training. It will also need to keep track of weapons maintenance and other information related to officer's firearm training. (TBD)	Public Safety	DPD	TBD	In Process	
29.	County CAD Collaboration	Upgrade and expand the city's Computer-Aided Dispatch (CAD), extending it to the County to improve collaborate on emergency 911 call center responses. This project is also required to fully implement the upgrade of the 911 call center's telecommunications infrastructure. (\$0)	Public Safety	DPD	TBD	In Process	
30.	WEB-RMS	This project will migrate DPD's current law enforcement Records Management System (RMS) case management system from the current onsite solution to an upgraded Web-based system. The upgraded RMS will give the department needed functionality that is not available to the department currently in the on-premise solution. Current limitations require process workarounds creating potential errors and inefficiencies which will be resolved with the upgrade. (\$1,010,000)	Public Safety	DPD	TBD	In Process	
31.	COBWEBS	This project will implement social media investigative software for the Police Department (DPD). This software will provide an efficient tool for investigating social media post from potential suspects to aid in investigations. (\$93,353)	Public Safety	DPD	TBD	In Process	
32.	Ricoh-Fortis Document Management System Replacement	The DPD Fortis document management system is at end of life and no longer supported. This project will replace and upgrade the DPD document management system. (\$217,633)	Public Safety	DPD	TBD	In Process	
33.	P25 Compliant Radio Project	The city's current public safety radio network is 40 years old and not compliant with new standards (P25) for these networks. This project installs all-new infrastructure for a fully P25 compliant radio communications system that will be used by multiple departments within the City and County of Dallas. This system is intended and designed to host external governmental agencies throughout the region. (\$54,898,873)	Public Safety	DPD	Dec-23	In Process	

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
34.	Fusus Devices Implementation for DPD	The Fūsus product suite will provide a video and data collaboration platform to expedite intelligence gathering and efficiency of response to situations as they unfold throughout the community. Further, providing a tool for identifying the location of cameras in proximity that may provide valuable information to aid in the response and/or subsequent investigation. (\$478,589)	Public Safety	DPD	Dec-23	In Process	
35.	CAD & RMS Universal Replacement	This project will replace the current Computer Aided Dispatch (CAD) system and the Records Management System (RMS) with a holistic, universal solution to support Dallas Police Department, Dallas Fire-Rescue, and the Dallas Marshal's office. The goal of this project is a solution utilizing industry best practices, while also providing uniformity across both platforms. This will support better tracking of incidents from initiation through investigations to final resolution. (TBD)	Public Safety	DPD	TBD	In Process	
36.	Off-Duty Job Application	This system will manage all elements of off duty jobs for DPD employees including tracking of personnel off-duty jobs, and number of hours worked. It will handle payments to employees for off-duty work and payments to the city for the use of any City assets. (TBD)	Public Safety	DPD	TBD	In Process	
37.	Surveillance Cameras and Real Time Crime Center	This project will provide a “Real Time Crime Center” capability within Jack Evans police station. It will include 1) building a new command center video room (Real Time Crime Center), 2) building camera installations, 3) video camera software, video storage and surveillance camera installations at intersections, and 4) Trailer camera installations. (\$16,261,454)	Public Safety	DPD	Dec-24	In Process	
38.	In Car Video - Body Worn Camera - Interview Room	There is a Federal Requirement to video record public safety stops. In car systems involve video in patrol cars. Body Worn Cameras involve wearable video cameras systems for officers. Interview Rooms involves replacement of video equipment in Public Safety interview rooms. (\$134,756,801)	Public Safety	DPD	Dec-24	In Process	
39.	Use of Force - Police Strategies LLC	This project will provide a data analytics platform which produces analytic dashboards which provides comparative analyses by extracting data from incident reports & officer narratives, analyzes the data using established algorithms, and produces written summary reports used by DPD leadership in focusing resources. (\$1,383,800)	Public Safety	DPD	Jul-26	Ongoing	
40.	Unsupported Software Remediation	Identify Servers running unsupported Software, DBs running unsupported versions of software, and Applications that will require modifications to bring up to supported software levels. Develop a plan to upgrade, in a sequenced fashion. (\$0)	GPFM	ITS	TBD	Ongoing	







As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
41.	Relocate Development Services to New Facility	In September 2022, the City of Dallas purchased a new facility at 7800 N. Stemmons Freeway which will serve as the offices and storefront for the Development Services Department (DEV). This project will provide all new IT infrastructure including cabling, network, workstations, printers, radio equipment, etc. in line with the facility opening. (\$5,000,000)	GPFM	ITS	Jan-24	In Process	
42.	ServiceNow Phase 2	ServiceNow Phase 2 comprises 4 major tasks or subprojects - "IT Software and Hardware Asset Management", "ServiceNow Stabilization and Workflow Improvement", "ServiceNow Fedramp Cloud Migration", and "ServiceNow Version Upgrade to San Diego Q1 2022". (\$1,305,890)	GPFM	ITS	Dec-23	In Process	
43.	Apptio IT Financial Transparency SaaS	This project is for a cloud-based solution for the Department of Information and Technology Services (ITS) to gain detailed insight into information technology (IT) expenses, cloud infrastructure / software usage and other IT related costs. (\$1,353,866)	GPFM	ITS	Feb-24	In Process	
44.	PCI DSS Requirements Validation Project	This project focuses on protecting Cardholder Data (CHD) and the Cardholder Data Environment (CDE) by utilizing PCI Data Security Standards. The goal of Payment Card Information Data Security Standards (PCI DSS) is to ensure the protection (privacy) of cardholder data and sensitive authentication data wherever it is processed, stored or transmitted. This project initially focuses on currently active projects with PCI components and will expand to cover other projects and systems, as necessary. (TBD)	GPFM	ITS	Oct-24	In Process	
45.	Upgrade of DMZ and Security Switch Stacks	This project replaces critical city network equipment. (TBD)	GPFM	ITS	Nov-24	In Process	
46.	IT Project and Portfolio Management Tool	This project will implement a new Project and Portfolio Platform (PPM) tool suite to provide a centralized and automated project management portfolio, assist with project intake, and improve the tracking and management of IT projects. (\$300,134)	GPFM	ITS	Nov-24	In Process	
47.	Network Unified Communications Upgrade	The City's current collaboration suite is at end of life and requires an update to maintain functionality and reduce risk. This project will upgrade the Unified Communications Management (UCM) to the latest version available. (\$618,180)	GPFM	ITS	Jun-25	In Process	
48.	Digital Equity Infrastructure	This project seeks to meet the City's vision of ensuring that all Dallas households will have high-speed, reliable internet and access to devices in their homes by seeking commercial telecommunication service providers to develop and implement digital equity infrastructure which addresses established gaps in targeted communities. (\$40,000,000)	GPFM	ITS	Dec-32	In Process	

As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
49.	Enterprise Capital Project Management System (ECPMS) Phase 2	Phase 2 Implementation of the Enterprise Capital Project Management System (ECPMS), IBM Tririga, to support the DWU Capital Projects division. Also, includes the delivery of reporting enhancements and efficiencies to the Phase 1 implementation. (\$2,169,090)	Transport & Infra	DWU	TBD	In Process	
50.	LIMS Acquisition and Implementation Phase 3	DWU is implementing a Laboratory Information Management System (LIMS) for one Analytical Lab, five treatment plants, the Water Quality Division and the Watershed-Reservoir Division to increase regulatory compliance, productivity, efficiency and effectiveness. (TBD)	Transport & Infra	DWU	May-24	In Process	
51.	Enterprise Work Order and Asset Management (EWAMS) Phase 2	Implementation of an Enterprise Work Order and Asset Management System (EWAMS), that can be utilized as the standard for the City of Dallas. The Phase 2 effort of this Enterprise platform implementation will manage Work Orders and Maintenance. (\$4,901,864)	Transport & Infra	DWU	Sep-25	In Process	
52.	Enterprise Work Order and Asset Management (EWAMS) Phase 3	This professional service contract allows for continuous consultant services for the expansion of the Enterprise Work Order and Asset Management System (EWAMS). Phase 3 will oversee the implementation of Dallas Water Utilities (DWU) Meter Services division. (\$12,989,751)	Transport & Infra	DWU	May-28	In Process	
53.	Library Website update	The library's website needs to be updated to meet the current and future needs of the library including being able to support additional online content and online programs and education. (TBD)	QOL	LIB	TBD	In Process	
54.	Neighborly Expansion - Fair Housing	The purpose of the software is to complete the Fair Housing assessment of housing projects. This ensures we affirmatively further fair housing in the city as required by the Fair Housing Act and HUD. (\$25,700)	WEE	OEI	TBD	Delayed	
55.	Stormwater Compliance Information Management System	OEQ staff currently manage mission-critical and legally sensitive environmental management consent decree (EMCD) /permit-required tasks through a 20-year-old "homemade" information system built on MS Access 2002 and InfoPath. This project will procure and implement a new, modern system which provides timely information through dashboards and reports. (\$49,900)	Environment & Sustain	OEQ	TBD	In Process	
56.	Real Estate Case Management System	This project will streamline the leasing of properties and the utilization of right-of-way by introducing an online application process. It will also give applicants the ability to track progress of their application in real time. (TBD)	Transport & Infra	PBW	TBD	In Process	

As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
57.	Snow & Ice Response	This project supports emergency response during snow and ice events. It will streamline the City's emergency response capability and will allow the Public Works department to quickly provide updated sanding information to other departments, to include Public Affairs Outreach Dept., Office of Emergency Management, Dallas Fire and Rescue, and Dallas Water Utilities. (TBD)	Transport & Infra	PBW	Oct-24	In Process	
58.	Document and Automate COD Worker On- Offboarding Process(es)	This project will document and improve city Onboarding and Offboarding processes and system interactions. (TBD)	GPFM	PER	Nov-24	In Process	
59.	Replace Human Capital Management System Ph 2	This initiative involves the strategic implementation of HR modules for Performance and Talent Management, Recruiting and Onboarding, Learning Management System, Benefits Administration, and Advanced Compensation. In addition, we are orchestrating a meticulous Data Migration process, ensuring a seamless transition from legacy applications. (\$3,016,700)	GPFM	PER	Dec-24	In Process	
60.	Historical Data Repository solution for select HR system data	This project will provide an approved data warehouse solution for HR data being migrated from offboarding applications. This project will define data governance rules and enable compliant retention of City data from numerous current Human Resources (HR) systems. It will provide for an approved Data Warehouse for operational support, reporting and regulatory (data retention) compliance. The final solution will integrate with the HR Workday (WD) system. (\$1,961,406)	GPFM	PER	Feb-25	In Process	
61.	Installation of lighting and security cameras on the Runyon Creek Trail	This project will install cameras and lighting along the Runyon Creek Trail. It will enhance safety for the 2.7-mile Runyon Creek Trail in southern Dallas. (\$186,464)	QOL	PKR	Feb-24	In Process	
62.	PKR Asset Inventory, Amenity, and Maintenance Management System	This project will implement an integrated park asset, work order, operations and maintenance and resource management for the Park and Recreation Department. (TBD)	QOL	PKR	Nov-24	In Process	
63.	PKR Recreational Management System	Dallas Park and Recreation Department is looking for a recreation management system to manage recreation activities and programs of its 43 recreation centers, 107 pavilions, 19 aquatic facilities and over 200 athletic fields. (\$0)	QOL	PKR	TBD	In Process	
64.	Payment Vendor (SAP Users - DWU)	This project is to migrate DWU and other user departments of online (Bill Direct) and IVR payments to a new payment platform which provides real-time information for payments and reconciliation. (\$15,000,000)	Transport & Infra	DWU	Apr-24	In Process	
65.	DWU Billing CIS and Customer Portal Replacement	DWU's current CIS system, SAP, will reach its end of life in 2025. DWU must replace SAP by 2025 to ensure continuity of our billing. (\$0)	Transport & Infra	DWU	TBD	In Process	

As of 11/30/23

#	Project Name	Description	Strategic Priority	Dept.	Estimated Completion Date	Project Status	Value Adds
66.	Build an Ethics Financial Reporting Solution	The purpose of this system is to promote and support ethical financial compliance. (\$15,000)	GPFM	SEC	TBD	On Hold	
67.	SEC Records Inventory Management Solution	Replace the current obsolete unsupported FoxPro database with a state-of-the-art software application (preferably SaaS) that provides full functionality for operating a records center. Replacing this application will improve the management of the 70,000+ (\$231,440)	GPFM	SEC	TBD	In Process	
68.	Electronic Document Management - EDMS	Project Provides Electronic Document Management and Document Archive System for City Secretary's Office. (\$336,562)	GPFM	SEC	TBD	On Hold	

NOTES

1. **Enterprise Contact Center (ECC) Solution.** Project is still in process. Anticipate approximately 3 – 6 months' work to implement Single Sign On. The final phase of procurement was finalized 11/20/2023. Estimated Completion Date will be updated after phase planning is complete.
2. **Ethics Point Salesforce Integration.** Project anticipated to begin in Dec 2023.
3. **Department of Aviation INDMEX AirBOSS Vehicle Tracking.** This project is in the initiation phase. End date will be adjusted once planning phase is complete.
4. **Veoci Dallas Airport System Phase 2 Implementation.** This project is in the planning stage. Completion date will be updated, as necessary, upon completion of planning phase.
5. **ADVANTAGE Dallas Financial Upgrade.** This project has been renamed from "Core Financial Systems Upgrade" to "ADVANTAGE Dallas Financial Upgrade".
18. **DAS Inventory Management Tool.** The New system will allow the DAS department to perform inventory management and other functions as needed.
19. **Development Services Training Simulator.** This project is on hold by the DSD department.
23. **Smart Device/Technology Behavioral Health App for DFR members.** Project has moved to procurement phase.
24. **Telestaff-Workday Integration Phase 2.** Telestaff Prod to Workday COD3 integration Parallel Payroll variance testing on hold due to end-of-year activities. Project anticipated re-start January 2024.
27. **IT Infrastructures for New Fire Stations 19, 21, 36, 41, 46, 58 & 59.** Project is being implemented in an agile fashion. Next phase is expected to complete January 2024. Number of Fire Stations complete to date include Stations 46, 36, 41 Temp, 58, 59 and 19. Remaining 41 Main and FS 21/AVI Center.

- 28. DPD Gun Range Software.** This project is beginning the procurement process. Completion date will be provided when available.
- 30. WEB-RMS.** This project is still in the procurement process. Purchase request has been submitted. New date will be provided when available.
- 32. Ricoh-Fortis Document Management System Replacement.** This project is in the planning stages. New timeline is being developed. New date will be provided when available.
- 33. P25 Compliant Radio Project.** The new P25 Public Safety Radio system is now live, operational, and performing as designed. Final migration of all City of Dallas Departments is complete. Team is now working on the decommissioning of old systems and equipment.
- 36. Off-Duty Job Application.** This project is beginning the procurement process. Completion date will be provided when available.
- 39. Use of Force - Police Strategies LLC.** All initial project tasks have been completed. End date of project is 2026 because Dallas will continue to provide data on a quarterly basis until the end of the contract.
- 47. Network Unified Communications Upgrade.** Project is being implemented in an agile fashion. Unity Voice Mail portion is now complete. The next phase, "Call Manager" has an estimated completion date of December 2023.
- 49. Enterprise Capital Project Management System (ECPMS) Phase 2.** Additional GIS enhancements are being documented for review and approval by the Business Unit and vendor before adding additional scope to the project.
- 59. Replace Human Capital Management System Ph 2.** The Workday Modules Implementation will be done in three phases. The estimated timeline for Recruiting-Onboarding and Talent-Performance Go-Live is Jan 2024. Benefits Go-Live is Oct 2024. Advanced Compensation and LMS (Learning Management System) is Feb 2025.
- 66. Build an Ethics Financial Reporting Solution.** Project date will be updated after this project has completed the procurement process.
- 67. SEC Records Inventory Management Solution.** Requirements have been developed and awaiting Council approval.
- 68. Electronic Document Management - EDMS.** The EDMS project is part of a group of projects relying on the Hyland Software System, which are being developed serially. We are currently re-validating project budget, scope, and participating department and will then re-work the schedule.

C. Changes to Major Project Status List

1. Major Projects Implemented or Closed Since Last Report
 - a. Mobile Surveillance Platform Vehicles (Formerly known as Bait Car) – #28 on October 2023 TAR.
 - b. Visualization Engineering Services - #41 on October 2023 TAR.
 - c. Implement Workday Prism - #58 on October 2023 TAR.

2. New Projects approved by IT Governance Board
 - a. Upgrade of DMZ and Security Switch Stack - #45 on this month's TAR.
 - b. Document and Automate COD Worker On- Offboarding Process(es) – #58 on this month's TAR.
 - c. PKR Asset Inventory, Amenity, and Maintenance Management System – #62 on this month's TAR.

Section 2: IT Operations

A. Outage Report

1. Monthly Service Desk Report

The IT Service Desk functions as the single point of contact (SPOC) between the City’s IT organization and its end users. The Service Desk handles a variety of requests that include distribution to support, setting user passwords, and troubleshooting issues. It assists customers with incident resolution and service request management. The Monthly Service Desk Report provides metrics and trends of the IT service desk performance.

Service Desk Call Metrics

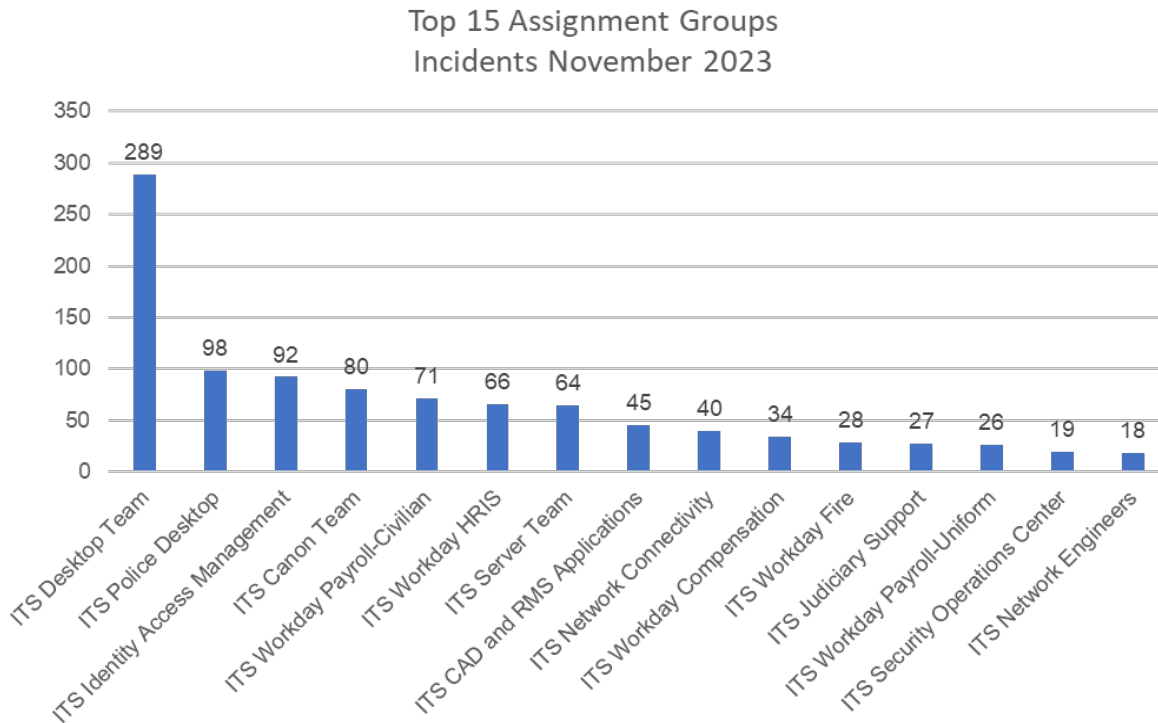
Category	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov
Total Calls	7222	9694	6969	8230	7319	11740	5528	5698	8195	6344	6228	5836
Answered	6222	7117	6778	8048	7171	7977	5005	5513	7941	6056	6143	5759
Abandoned	1000	1000	1084	182	148	523	523	185	254	288	85	77
Abandoned (<10sec)	408	380	1493	81	65	1398	175	166	172	172	93	273
Abandoned %(<10sec)	6	5	8	1	1	17.53	3.5	3.0	2.2	2.8	1.5	3.9

Metric	Metric	Current Month	Trend
Average Speed to Answer – Voice	Average Speed to Answer - Voice	00:07	
Password Related Incidents	Password Related Incidents	20%	
First Contact Resolution - Incident	First Contact Resolution - Incident	91.27%	
Average Duration – Service Desk	Average Duration - Service Desk	0.20 Days* 282 Minutes	
Average Duration – Field Services	Average Duration - Field Services	3.11 Days 4484 Minutes	
Average Duration - PD Field Services	Average Duration - PD Field Services	2.6 Days 3714 Minutes	

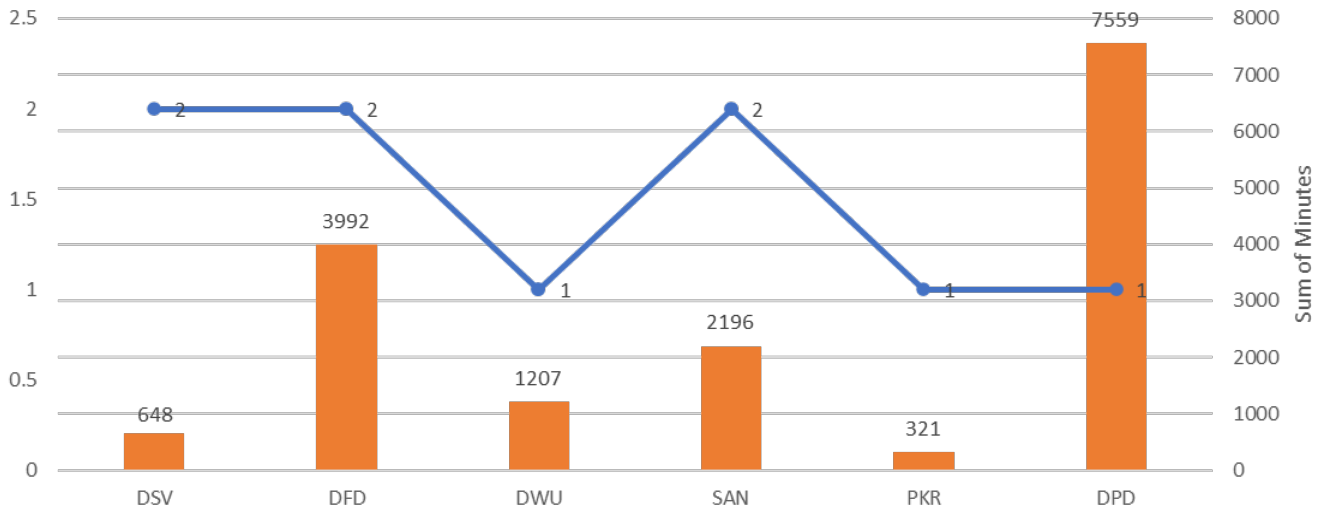
NOTES:

1. In November 2023, the IT Helpdesk received 5836 calls for support. This is a slight decrease over October which saw 6288 calls, and below the yearly average of ~7700 per month (excluding May and the impact of ransomware related calls).
2. First Contact Resolution (Incidents) for November improved significantly over October at 91% compared to 74% respectively.
3. Field Services (excluding DPD) average service duration of 3.11 days in November is in line with prior months, excluding September. Indicating that September was an anomaly most likely impacted by ransomware deployments.
4. Field Services for DPD average service duration decreased by almost half to 2.6 days in November compared to 4.8 days in October.

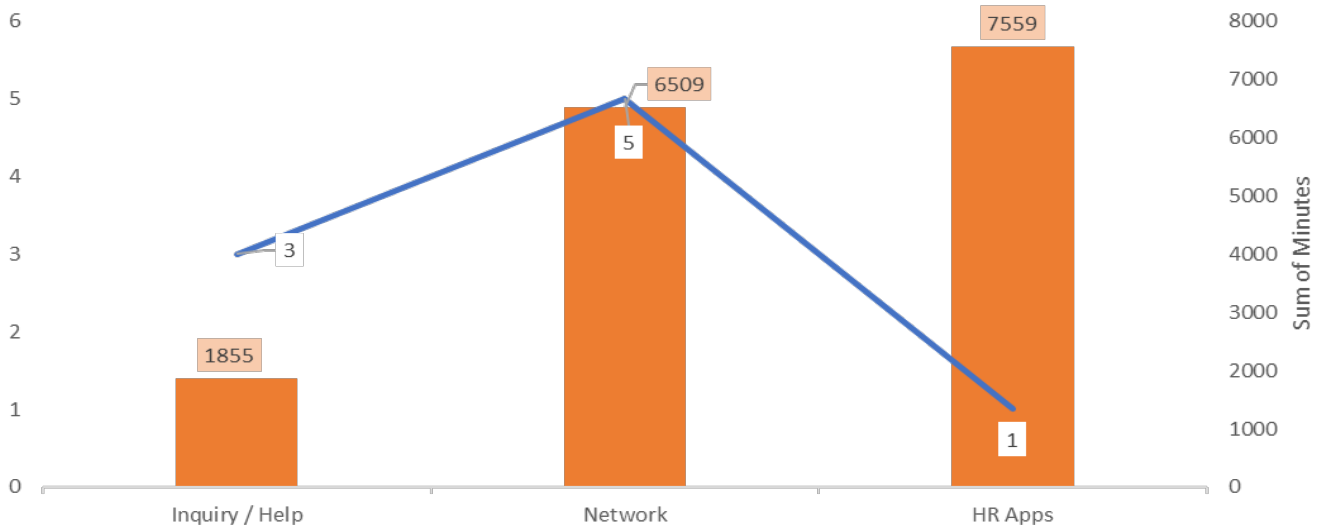
2. *Monthly Incident Report (Break/Fix “My Computer Doesn’t Work”)*



Impact Minutes by Department
Severity 1 and Severity 2

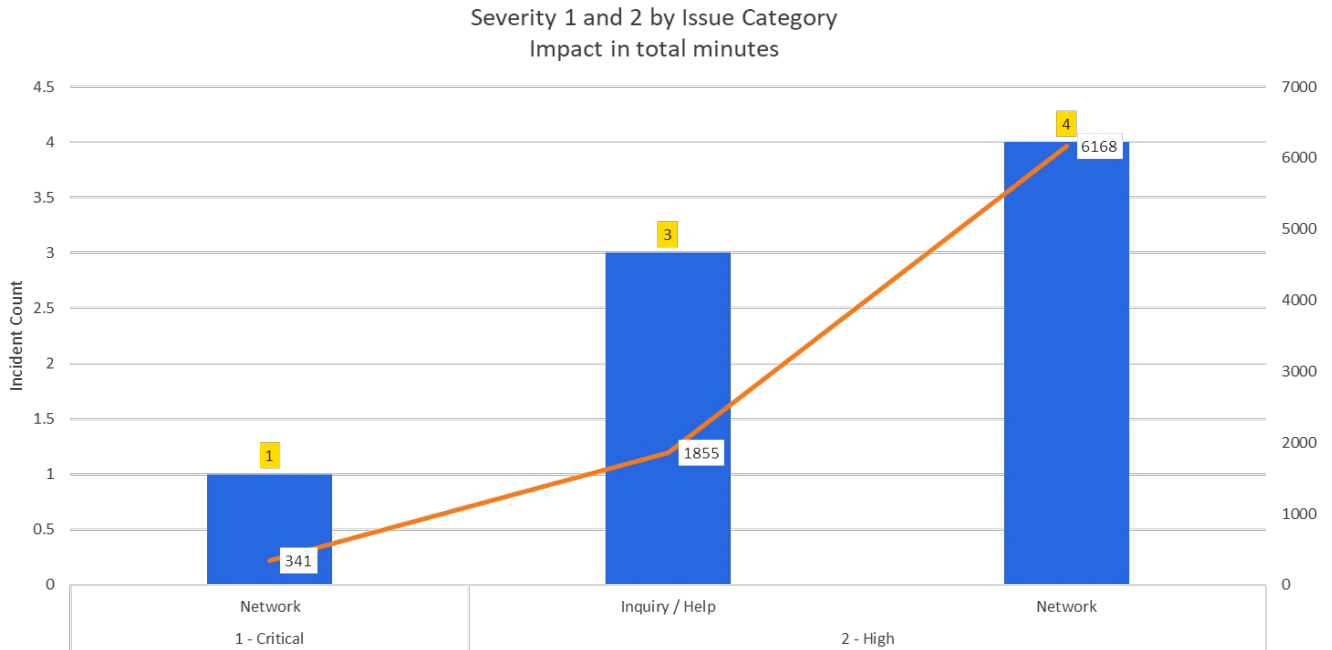


Impact Minutes by Issue Category
Severity 1 and Severity 2



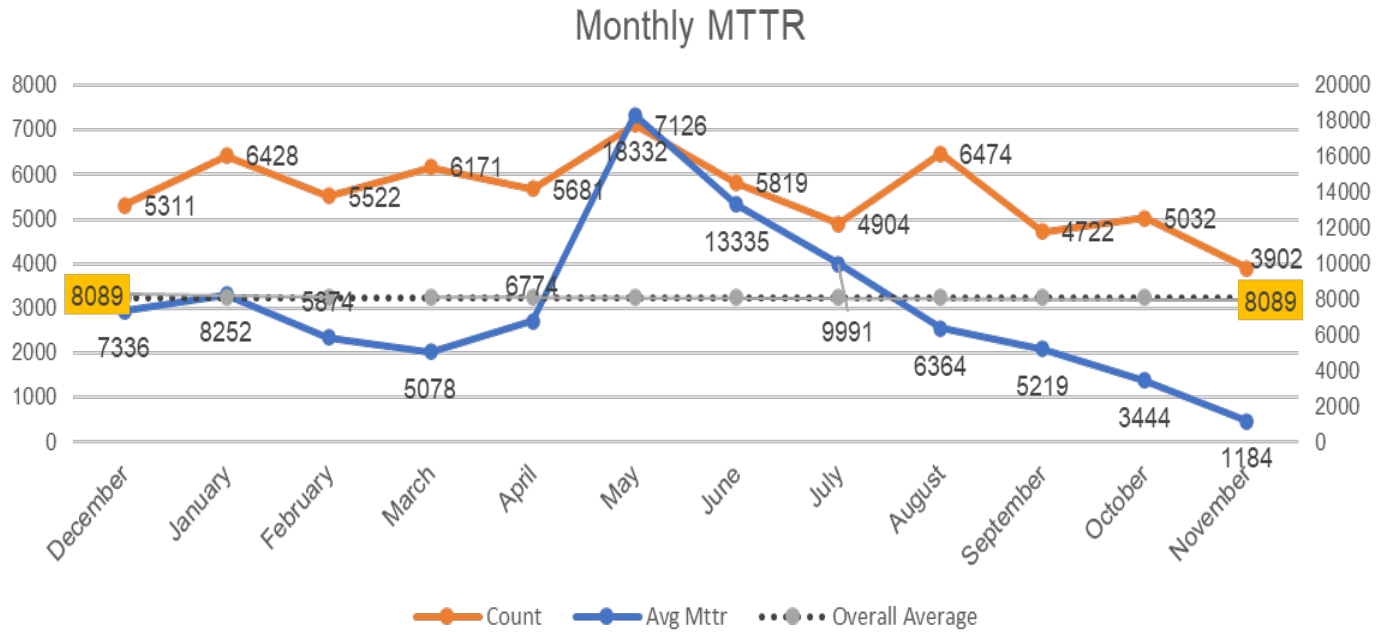
NOTES:

- Severity 1 and Severity 2 incidents are the most severe and most likely result in degraded services or outages that impact the ability of City departments to fulfill their missions.
- This chart tracks the number of reported incidents by department, along with the total number of minutes the incident(s) potentially impacted them.



NOTES:

1. This chart provides the distribution of major incidents and impact minutes over specific services and delineated by Critical and High severity.



NOTES:

1. This chart provides the trendline for the average mean time to repair (MTTR), an industry standard for tracking the timeliness of resolution on reported incidents.
2. Diligence by the technicians to document and resolve tickets in a timely manner is the primary driver of the reduction in MTTR.
3. The MTTR reduction post ransomware continues, reaching levels not previously observed.
4. October MTTR updated to reflect post month closure validation. November numbers will be updated in December reporting cycle to reflect tickets closed post data compilation.

*Open incidents may impact November MTTR in December report

3. Monthly Major Outage Report

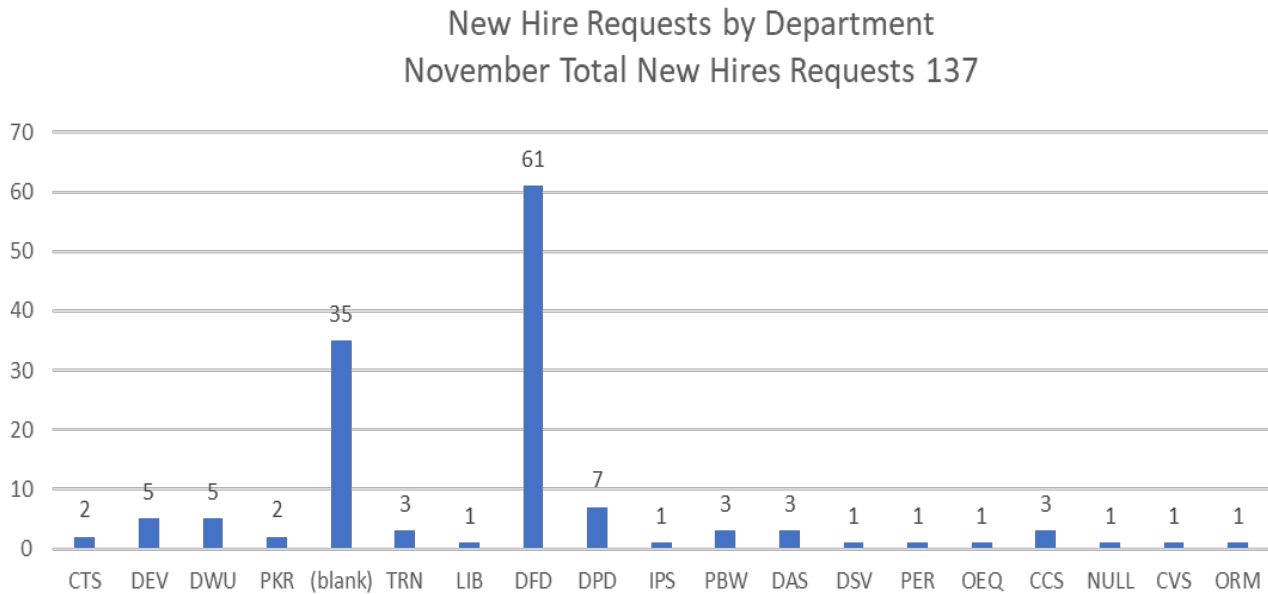
Priority	Description	Department	Primary	Assignment Group	Hours
1 - Critical	Network Users unable to connect to internal networks	DFD	Network	ITS Network Engineers	5.7
1 - Critical	Workday The Electronic DL Notification is NOT working AGAIN in Work Day for us to be able to notify that an	DPD	HR Apps	ITS Workday HR Apps	126.0
2 - High	Maximo - Enterprise Asset Management System SaaS unable to run reorder due to corrupt records	DWU	Inquiry / Help	ITS Capital Asset Applications	20.1
2 - High	Network Phone outage Station nn	DFD	Network	ITS Network Engineers	60.9
2 - High	Network Network Outage Simpson Stuart Rd.	SAN	Network	ITS Network Connectivity	32.1
2 - High	PC Support PayMetric application is not responding. Server needs to be restarted APDxxxPM0nnn	DSV	Inquiry / Help	ITS DWU SAP Applications	5.3
2 - High	Network Phones and Network in and out. Network has been on and off all day. YOUNGBLOOD	SAN	Network	ITS Network Connectivity	4.5
2 - High	Commvault Backups failing on FSDWUxx0nn	DSV	Inquiry / Help	ITS Server Team	5.5
2 - High	Network no internet or phones CUMMINGS	PKR	Network	ITS Network Engineers	5.4

NOTES:

1. Major outages are identified as Severity1 and Severity2 that have significant impact to City services or Department’s ability to perform critical functions and last over 4 hours in duration. As we mature the process this definition will be better scoped around impact and less around duration.
2. Outages with #value are incidents that had over 4 hours of impact, however, are incomplete of details, at the time the report was generated, to identify full impact to departments.
3. November saw an increase in the average time to repair and an increase in total outage time for Major Incidents compared to October. November average MTTR of 29.5 hours compared to October of 17.4 hours. November total outage 265.4 hours compared to October which had 139.4 hours.
4. November and October have almost identical outage times when the one long running Workday issue is excluded as an outlier.
5. Nine Major incidents in the month of November, 2 critical and 7 high, an increase of 1 over October of 8, 1 critical and 7 high.

B. Service Requests (including new employee onboarding)

1. New Hire Report

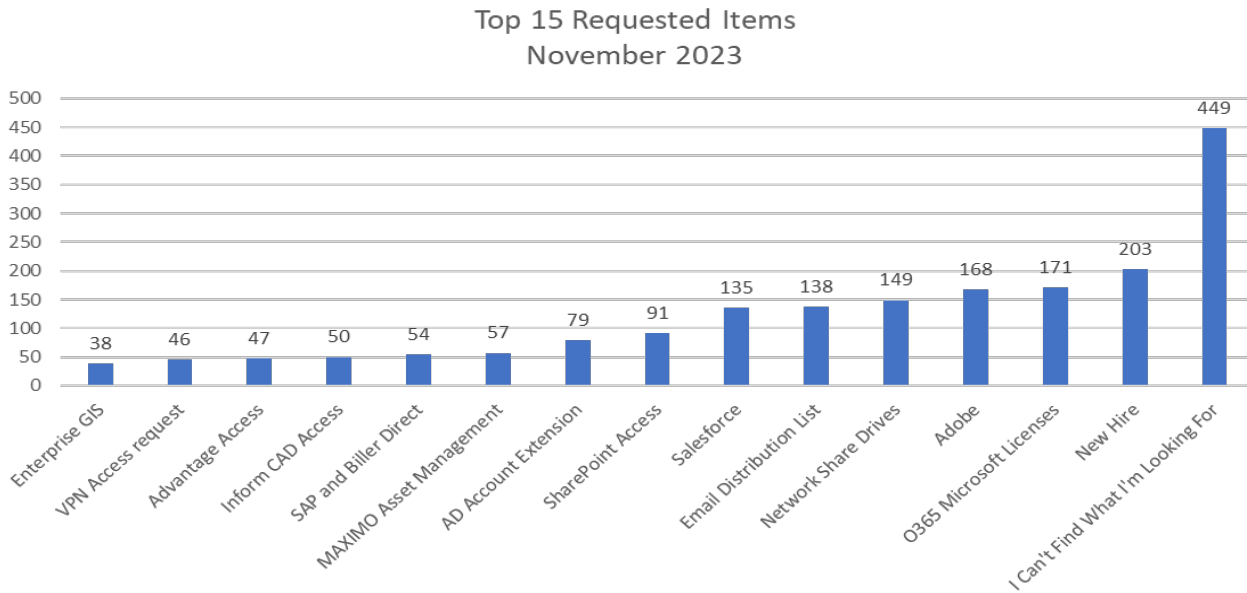


NOTES:

In the month of October, a total of 137 requests tickets were generated for new employees.

1. DFD, DPD, and DWU being the top 3 hiring departments. DWU has had 14 consecutive months in the top 3.
2. Blank indicates no department match was available for the requested onboarding at the time the report was generated.

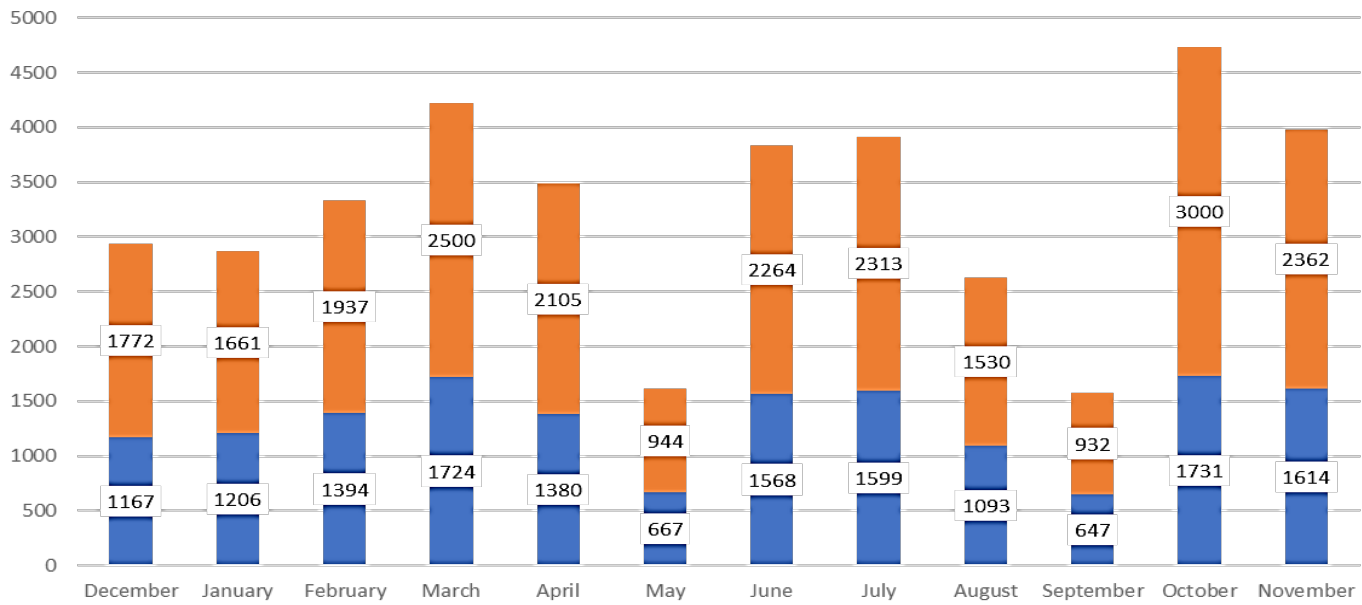
2. Service Request Report (An ask for service – “I Need Software Installed”)



NOTES:

1. October Service Request actions totaled 1875 an increase of 17+ over October which totaled 1858. This report depicts the top 15 Request by type that were selected.
2. “I Can’t Find What I’m Looking For” is a category used when a service catalog item does not exist for what the user is asking.

Request Action by Month



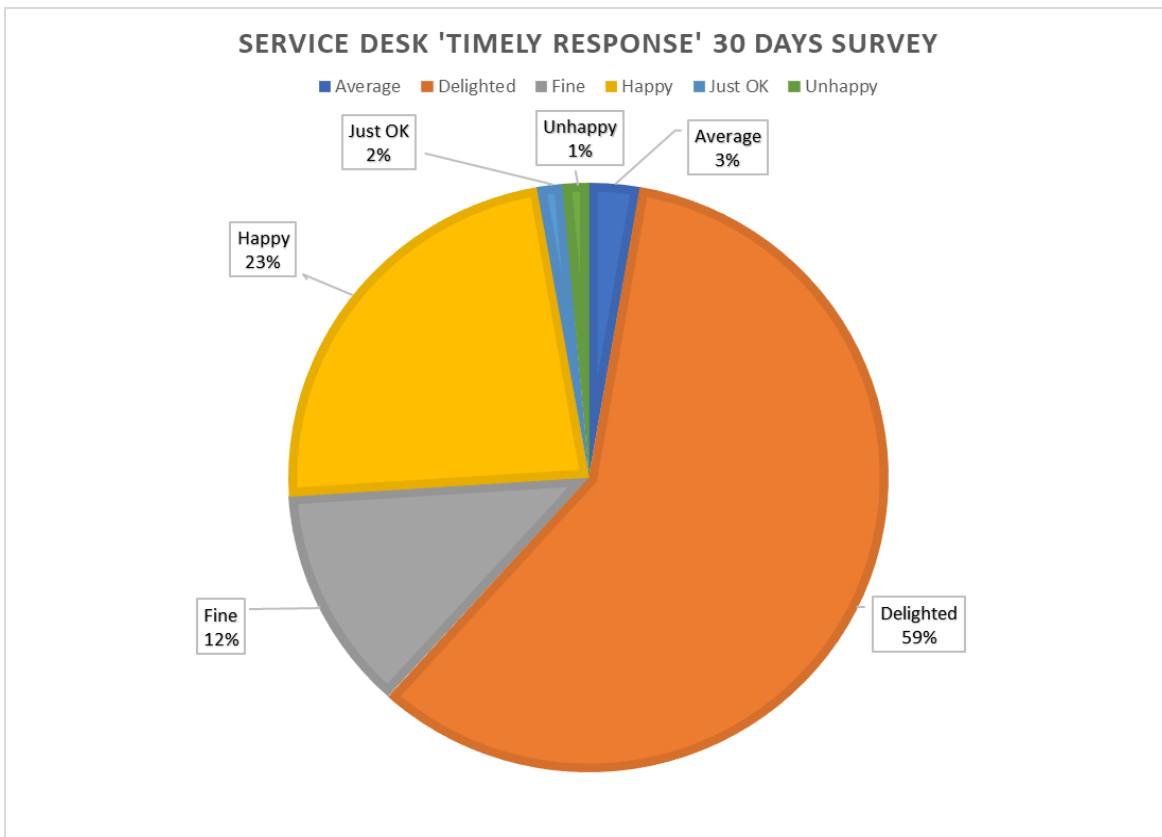
NOTES:

1. This chart illustrates that 1614 Request Tickets generated 2362 Request Actions. Frequently one request generates multiple actions to be completed by one or more teams to fulfill the ask.

C. IT Service Desk Satisfaction Surveys

The City’s IT Service Desk conducts surveys of employees that have submitted incident reports and service requests. These surveys are performed through the ServiceNow platform in the form of email requests directly to the individuals who submitted the request to the IT Service Desk either by calling or submitting through the online ServiceNow platform. Submitters are asked to provide feedback on the timeliness of the disposition of their request and their rating of the overall Service Desk experience. Along with the rating, submitters are asked to provide other feedback which can be used to address specific issues and to improve the overall timeliness and experience.

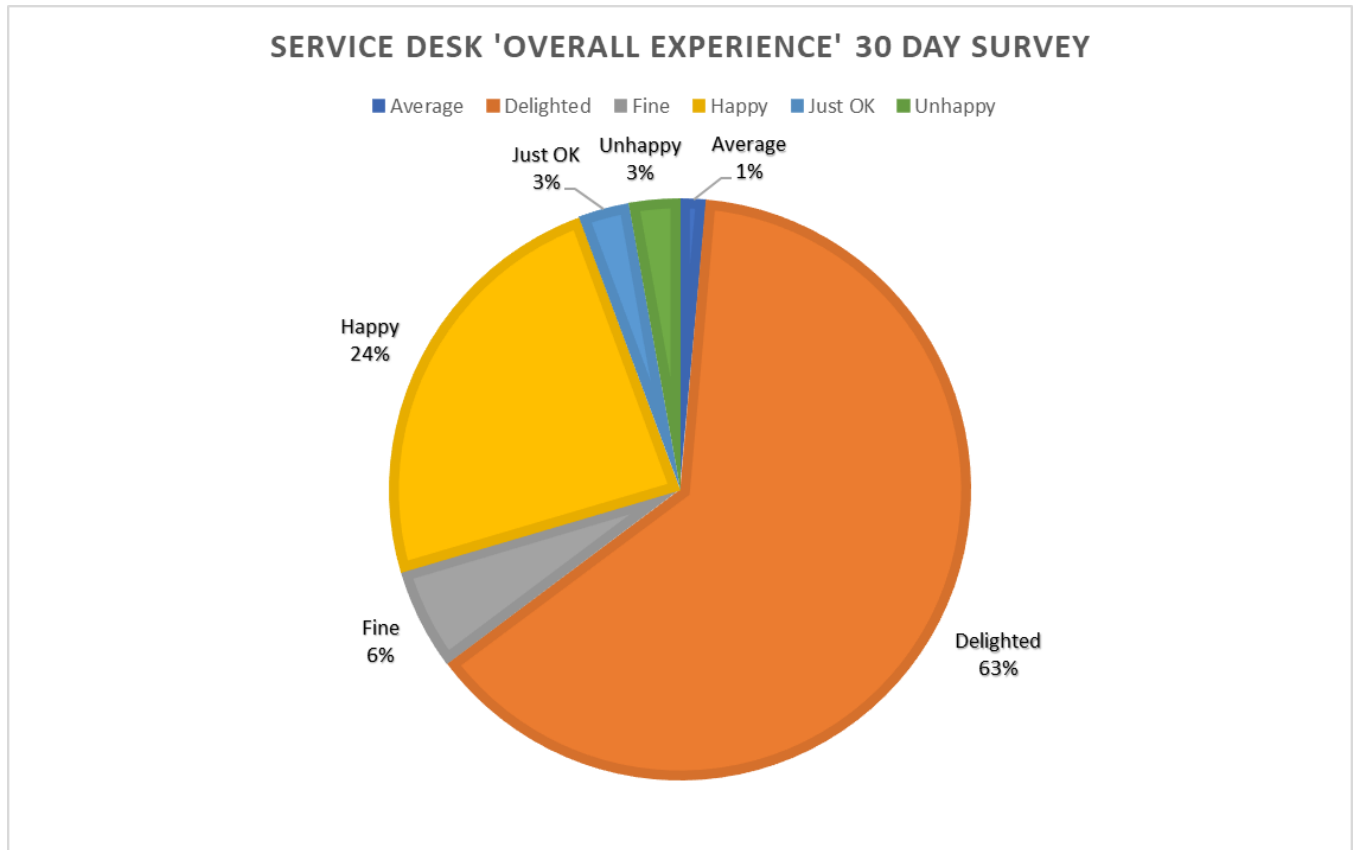
1. IT Service Desk Timeliness Report



NOTES:

1. This chart illustrates the overall survey responses to the question of Service Desk timeliness for requests submitted in November 2023.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate the timeliness of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the November 2023 survey, 94% of respondents rated their perception of timeliness of the service to be either Fine, Happy, or Delighted.

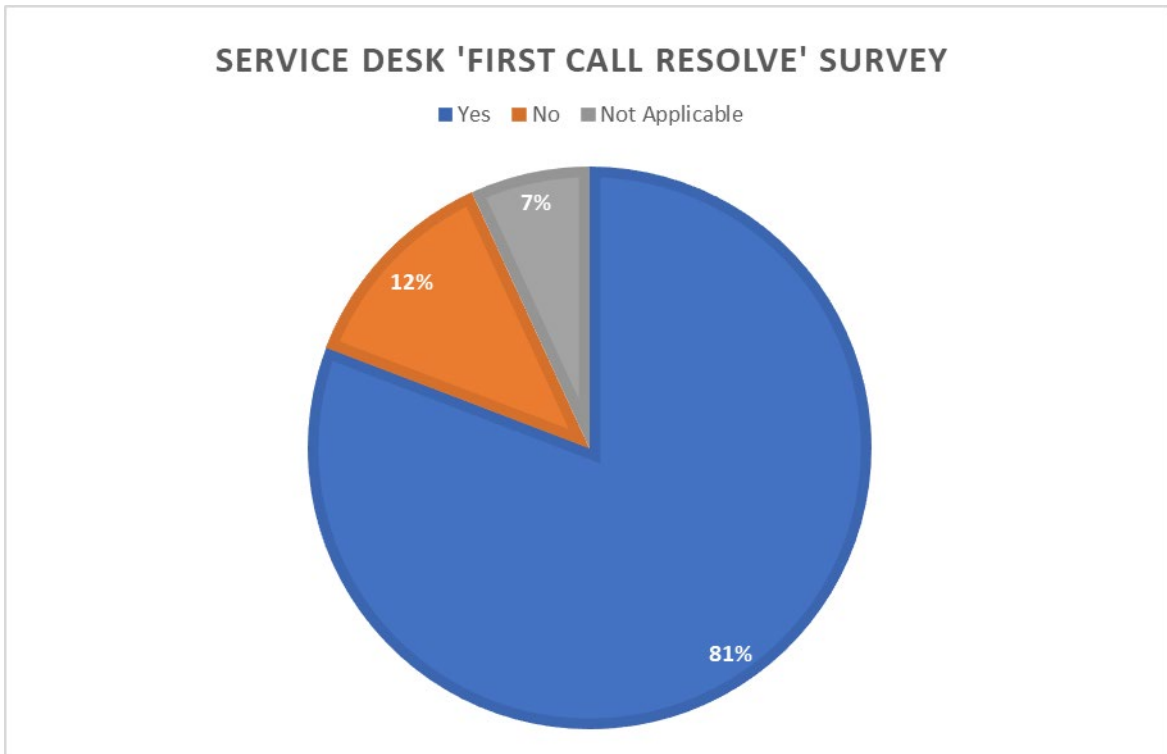
2. IT Service Desk Overall Experience Report



NOTES:

1. This chart illustrates the overall survey responses to the question of Service Desk experience for requests submitted in November 2023.
2. While each IT Service Desk ticket submitted results in a survey request to the submitter, not all survey requests receive a response, and these data represent the results from those responding to the survey.
3. The survey requests employees that have submitted an incident report or service request to the IT Service Desk to rate their overall experience of the service delivery on a scale along five points; Unhappy, Just OK, Average, Fine, Happy, and Delighted.
4. For the November 2023 survey, 93% of respondents rated their overall experience with the IT Service Desk to be either Fine, Happy, or Delighted.

3. IT Service Desk First Call Resolution Report



NOTES:

1. This chart illustrates the overall survey responses to the question of whether the issue was resolved on the first call to the Service Desk for requests in November 2023.
2. The survey requests employees that have submitted an incident report or service request to the IT Service Desk on whether the issue was resolved with the first call (Yes or No).
3. For the November 2023 survey, 93% of respondents responded that their issue or request was resolved on the first call.

Section 3: IT Budget Execution

IT Budget Execution provides information on the execution of the IT budget, the management of technology procurements, and the management of IT Human Capital. Unless otherwise noted, information in this section is effective through September 2023.

A. Contract/Procurement Management

Upcoming/Recent Contracts Requiring Council Approval

Items Approved on November 8 Agenda:

Netsync Network Solutions – 3-year purchasing agreement for cloud-based security software as a service.

- Contract amount \$510,311.97
- Software as a service that will secure online communication, protect websites, and ensure the authenticity and integrity of digital transactions.

Cellco Partnership dba Verizon Wireless – 2-year purchasing agreement for commercial wireless communication services and equipment.

- Contract amount \$6,803,614.56
- Agreement for wireless cell phone services, smart devices, data and internet services.

Netsync Network Solutions, Inc. – 4-year agreement for purchase of hardware, software, maintenance, and support for a network security management monitoring and response system.

- Contract amount \$2,167,522.05
- Services include network monitoring, software patches, upgrades, on-site technical support, and 24/7 system support.
- This technology will assist in detection, prevention of network security breaches, and destruction from malicious traffic.

Items on December 13 Agenda:

SHI Government Solutions, Inc. – Two-year cooperative purchasing agreement for a governance, risk, and compliance software solution through OMNIA Partners cooperative agreement.

- Contract amount \$252,418
- This tool will be used to track compliance with various regulatory requirements such as Payment Card Industry, Health Insurance Portability and Accountability Act (HIPAA), and National Institute of Standards and Technology – 173.
- The module will also be used to create and deploy compliance assessments, assign remediation tasks and ensure policy management workflows are in place.

22nd Century Technologies, Inc. – Five-year cooperative purchasing agreement for software defined wide-area network (SDWAN) solution through General Services Administration cooperative agreement.

- Contract amount \$1,337,685
- Routers, firewalls, and software to ensure the City’s network will remain operable in case of a major outage at the primary data center
- Circuits and firewalls will provide security and software management for secondary internet connectivity to function as a backup, disaster recovery, business continuity, or supplemental circuit.
- SDWAN manages how internet circuits are used to deliver network traffic in the event of a disaster.

SHI Government Solutions, Inc. – Increase and extend the service contract, through March 7, 2025, with Workday, Inc for continued licensing, hosting, maintenance and technical support for the City’s existing human resource and payroll system.

- Contract amount \$4,952,024
- System used to manage time, benefits, performance, career and pay management.
- Subscriptions will include:
 - Human Capital Management
 - Benefits
 - Payroll
 - Time Tracking
 - Learning / Training
 - Recruiting

Open Solicitations

Network Cabling

- Five-year contract with two, two-year renewal options for the design, installation, maintenance, and repair of network cabling.
- Open Date – September 7
- Close Date – October 20 (evaluations are in process)

Electronic Lien Filing

- Web-based system capable of electronically processing, submitting, recording, and filling real property lien documents for both receiving and transmitting with Dallas County
- Open Date – November 2
- Close Date – Extended to December 15

Broadband and Digital Divide

- Eight-year initial contract with four three-year renewal options for Digital Equity Infrastructure and Last Mile Connectivity. The City is looking to select one or multiple solution/service providers qualified to design, build, deliver, and manage scalable fiber infrastructure to connect City facilities and high-priority unserved Census Tracts.
- Open/Advertised Dates – September 28 and October 5
- Pre-Solicitation Conference Dates – October 23 and November 14 (At 2:00 p.m.)
- Close Date – December 15
- Solicitation Evaluations – January 3 to February 14

Upcoming Solicitations

Software Master Agreement – Service contract to purchase various enterprise commercial off the shelf (COTS) software products including perpetual, fixed term, subscription, and software as a service with their related software maintenance, support, training, and implementation, and other related services that will be used by the City in support of existing business operations.

Network Managed Services – Managed services for voice and data services, as well as the network support help desk.

Court Case Management System – System to automate and optimize daily work processes for Dallas Municipal Courts; replacement for the current system.

EMS Inventory Management System – System to manage and track acquisitions, distribution of DFR inventory, which include operation/emergency medical supplies, and personnel gear.

B. Budget Performance & Execution – October 2023

**Fund 0191 – 9-1-1 System Operations
October 2023**

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	643,798	643,798	46,635	643,798	-
Pension	95,983	95,983	6,732	95,983	-
Health Benefits	81,276	81,276	2,361	81,276	-
Worker's Compensation	1,712	1,712	-	1,712	-
Other Personnel Services	18,399	18,399	658	18,399	-
Total Personnel Services	841,168	841,168	56,386	841,168	-
Supplies	201,464	201,464	-	201,464	-
Contractual Services	11,824,129	11,824,129	1,856,603	11,824,129	-
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	12,866,761	12,866,761	1,912,989	12,866,761	-

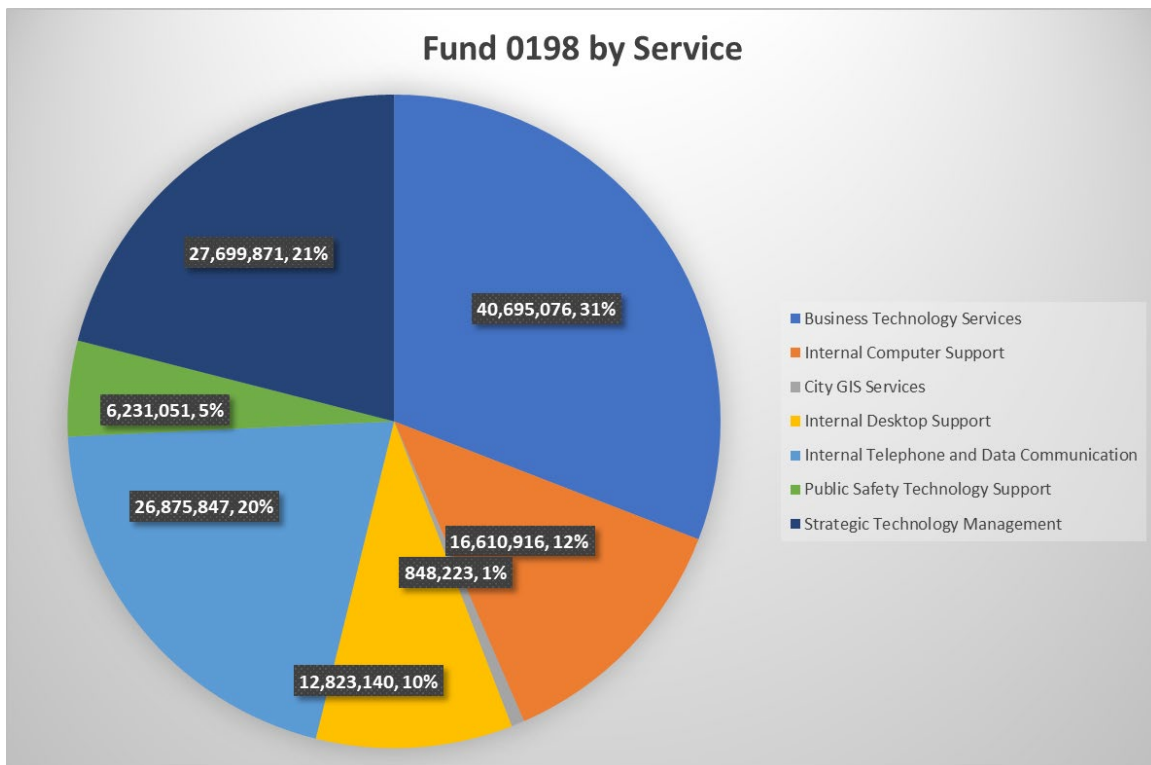
**Fund 0197 – Communication Services (Radio Network)
October 2023**

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	1,995,239	1,995,239	148,671	1,995,239	-
Overtime Pay	96,632	96,632	22,525	96,632	-
Pension	303,582	303,582	24,715	303,582	-
Health Benefits	271,600	271,600	8,618	271,600	-
Worker's Compensation	8,059	8,059	-	8,059	-
Other Personnel Services	53,096	53,096	2,414	53,096	-
Total Personnel Services	2,728,208	2,728,208	206,944	2,728,208	-
Supplies	1,433,876	1,433,876	410	1,433,876	-
Contractual Services	14,711,697	14,711,697	2,786,974	14,711,697	-
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	18,873,781	18,873,781	2,994,328	18,873,781	-

C. Budget Performance & Execution (continued)

Fund 0198 – Data Services October 2023

Expenditure Category	FY 2032-24 Adopted Budget	FY 2032-24 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	20,914,938	20,914,938	1,348,635	20,914,938	-
Overtime Pay	31,612	31,612	878	31,612	-
Pension	3,027,737	3,027,737	196,601	3,027,737	-
Health Benefits	1,930,650	1,930,650	57,564	1,930,650	-
Worker's Compensation	53,893	53,893	-	53,893	-
Other Personnel Services	1,134,254	1,134,254	61,497	1,134,254	-
Total Personnel Services	27,093,084	27,093,084	1,665,175	27,093,084	-
Supplies	764,420	764,420	11,332	764,420	-
Contractual Services	103,926,620	103,926,620	12,521,190	103,926,620	-
Capital Outlay	-	-	-	-	-
Reimbursements	-	-	-	-	-
Total Expenditures	131,784,124	131,784,124	14,197,697	131,784,124	-



D. ITS Staffing & Hiring Report

1. ITS Funded Staffing Levels

IT Fund	FY 21	FY 22	FY 23	FY 24	FY 25 Plan
Fund 0191 - 9-1-1 Technology Support	7.0	7.0	7.0	7.0	7.0
Fund 0197 - Radio Communications	28.0	30.0	30.0	30.0	30.0
Fund 0198 - Data Services	190.0	204.0	223.0	225.0	230.0
Total	225.0	241.0	260.0	262.0	267.0

2. Vacancies and Hiring Activities

- As of November 30, 2023, ITS had 54 vacancies out of the available 260 positions.
- As of November 30, 2023, of the 54 vacancies, the disposition was:
 - Twenty-five are in draft posting
 - Four are undergoing reclassification to re-align within the ITS department
 - Nineteen are awaiting posting
 - Two are actively posted
 - Six were previously posted
 - Two are under review
 - 0 are at a second round of interviews
 - Four have pending offers with candidates

Section 4: Cybersecurity Programs

A. Awareness Training

Security Awareness training is measured on an annual basis. Over the last several years ITS has observed a generally positive trend in risk scoring associated with annual employee training. Beginning with each new fiscal year the City will conduct a new set of security awareness courses to meet not only the best practices, but State of Texas House Bill 3834 requirements for all government employees.

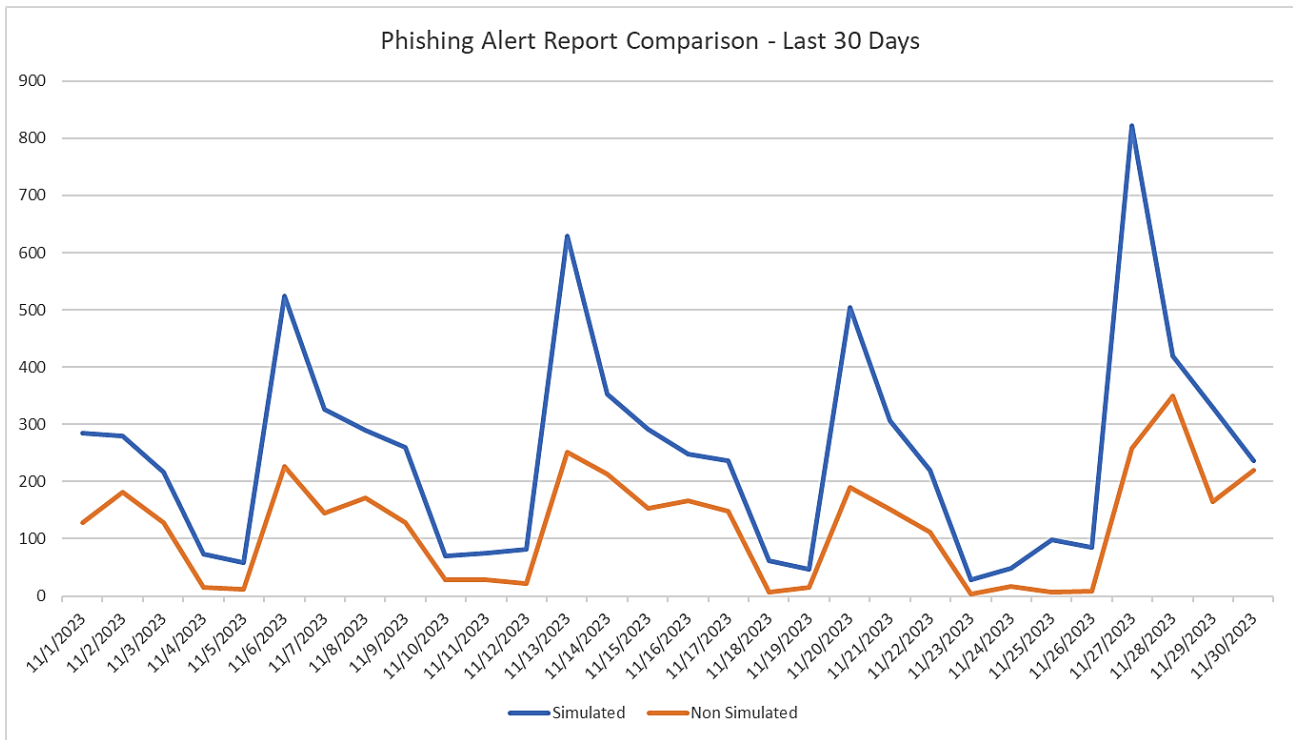
However, each year we see new or enhanced requirements from the Texas State Legislature as the risk environment evolves and becomes increasingly more threatening. As such, our security awareness training program must evolve to reflect the latest requirements and latest threats and it is critical that the security awareness training is completed each year. The information below illustrates the enrollment and completion efforts of employee training over the course of the year. For FY 2021-22 the City completed 99% of 18 training campaigns covering HIPAA, PCI, and Cybersecurity. The FY 2022-23 security awareness training campaign on January 25, 2023, and ITS is tracking its progress and working with City employees to ensure completion.

- Note employees with less than 25% of job function on technology are not required to complete Cybersecurity Training.



In addition, ITS continuously applies best practices to the employees around phishing and their ability to recognize and appropriately handle phishing incidents. Campaigns designed given real world scenarios, typically taken from recent events are sent out to the employee population to test their ability to distinguish and act. This provides feedback to the employees as well has increased the actual amount of true phishing reported. As well, a “Report phishing” button added to user’s Outlook has increased both the numbers of test phish and actual phishing emails.





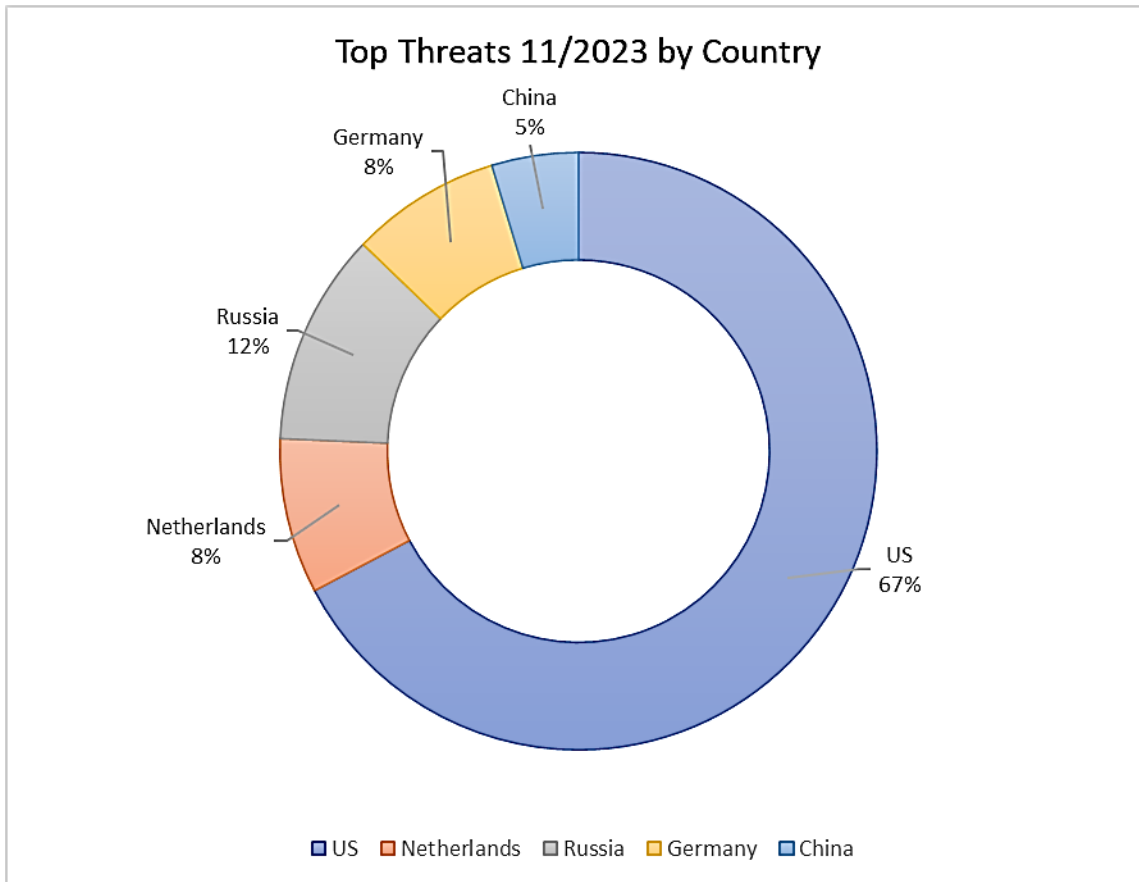
B. Situational Awareness

Annually ITS assess the overall Security posture of the organization based upon the NIST Cybersecurity Framework (CSF). Each category within the NIST CSF is evaluated for the current level of maturity and expectant maturity level. This process uses current and projected technologies and documented standards and procedures to complete the process. ITS utilizes both internal and external resources to conduct assessments. The results of the assessments are used by ITS to develop security strategy for cybersecurity and privacy. The below figure outlines the maturity model for the CSF. While the TAR does not provide our scores from our self-assessment, ITS can provide this information to Council members and discuss the assessments in depth as requested.

Capability Maturity Model Levels

		Level 1 Initial	Level 2 Repeatable	Level 3 Defined	Level 4 Managed	Level 5 Optimized
NIST Cybersecurity Framework Functions	Identify	Little to no cybersecurity risk identification.	Process for cybersecurity risk identification exists, but it is immature.	Risks to IT assets are identified and managed in a standard, well defined process.	Risks to the business environment are identified and proactively monitored on a periodic basis.	Cybersecurity risks are continuously monitored and incorporated into business decisions.
	Protect	Asset protection is reactive and ad hoc.	Data protection mechanisms are implemented across the environment.	Data is formally defined and protected in accordance with its classification.	The environment is proactively monitored via protective technologies.	Protection standards are operationalized through automation and advanced technologies.
	Detect	Anomalies or events are not detected or not detected in a timely manner.	Anomaly detection is established through detection tools and monitoring procedures.	A baseline of "normal" activity is established and applied against tools/procedures to better identify malicious activity.	Continuous monitoring program is established to detect threats in real-time.	Detection and monitoring solutions are continuously learning behaviors and adjusting detection capabilities.
	Respond	The process for responding to incidents is reactive or non-existent.	Analysis capabilities are applied consistently to incidents by Incident Response (IR) roles.	An IR Plan defines steps for incident preparation, analysis, containment, eradication, and post-incident.	Response times and impacts of incidents are monitored and minimized.	The capabilities of all IT personnel, procedures, technologies are regularly tested and updated.
	Recover	The process for recovering from incidents is reactive or non-existent.	Resiliency and recovery capabilities are applied consistently to incidents impacting business operations.	A Continuity & Disaster Recovery Plan defines steps to continue critical functions and recover to normal operations.	Recovery times and impacts of incidents are monitored and minimized.	The capabilities of all IT personnel, procedures, technologies are regularly tested and updated.

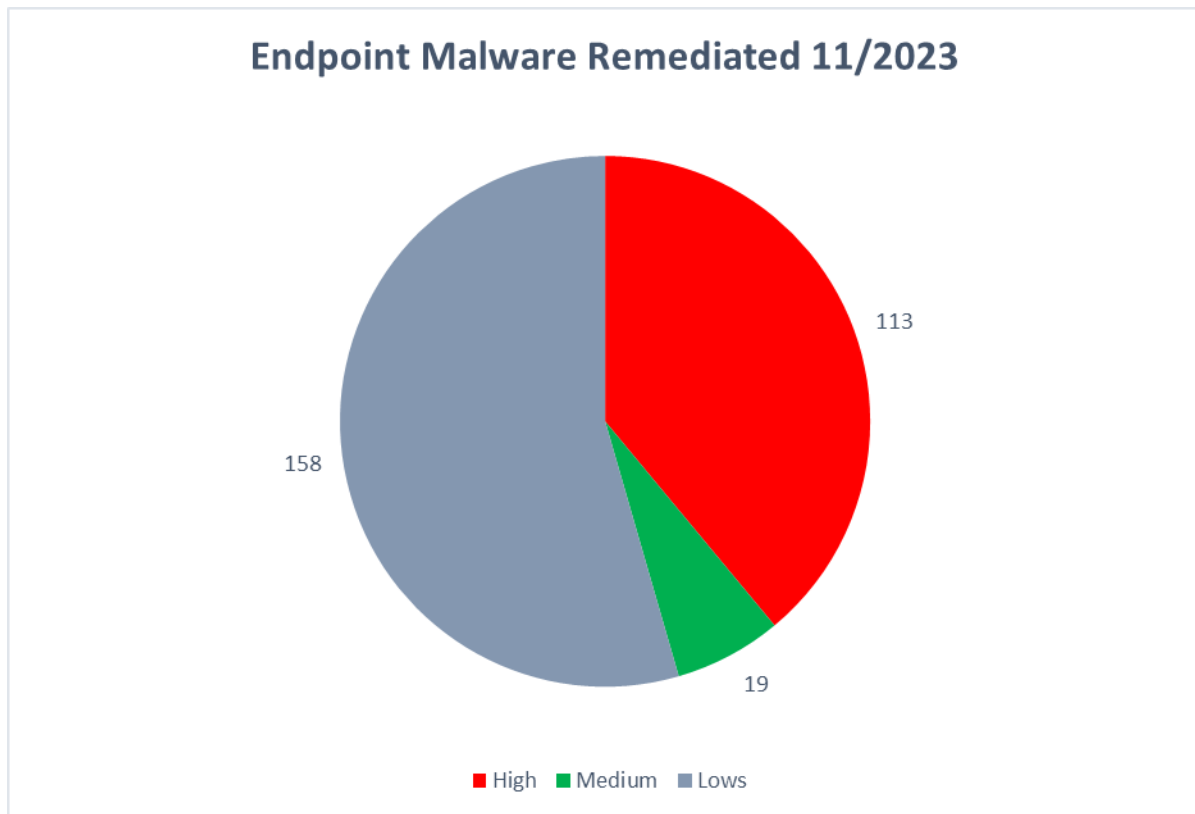
Figure 3: Assessing Cybersecurity Maturity

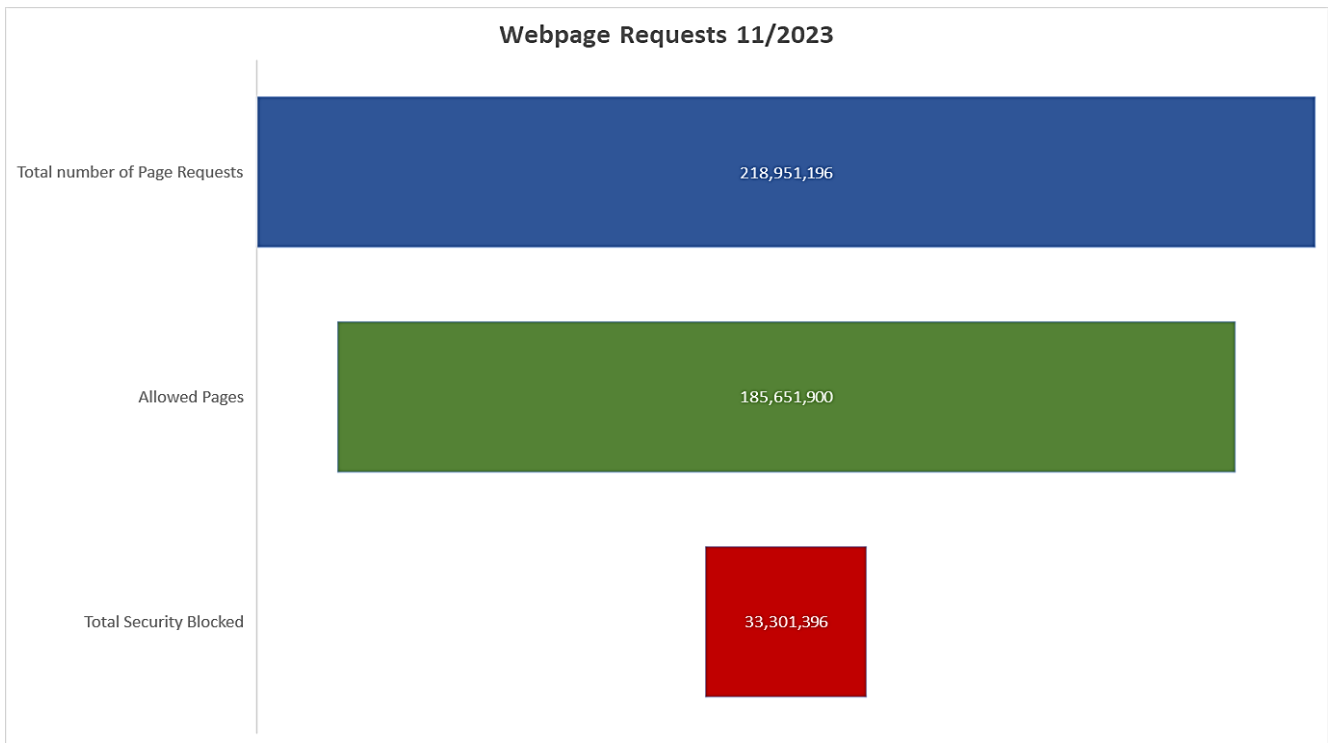
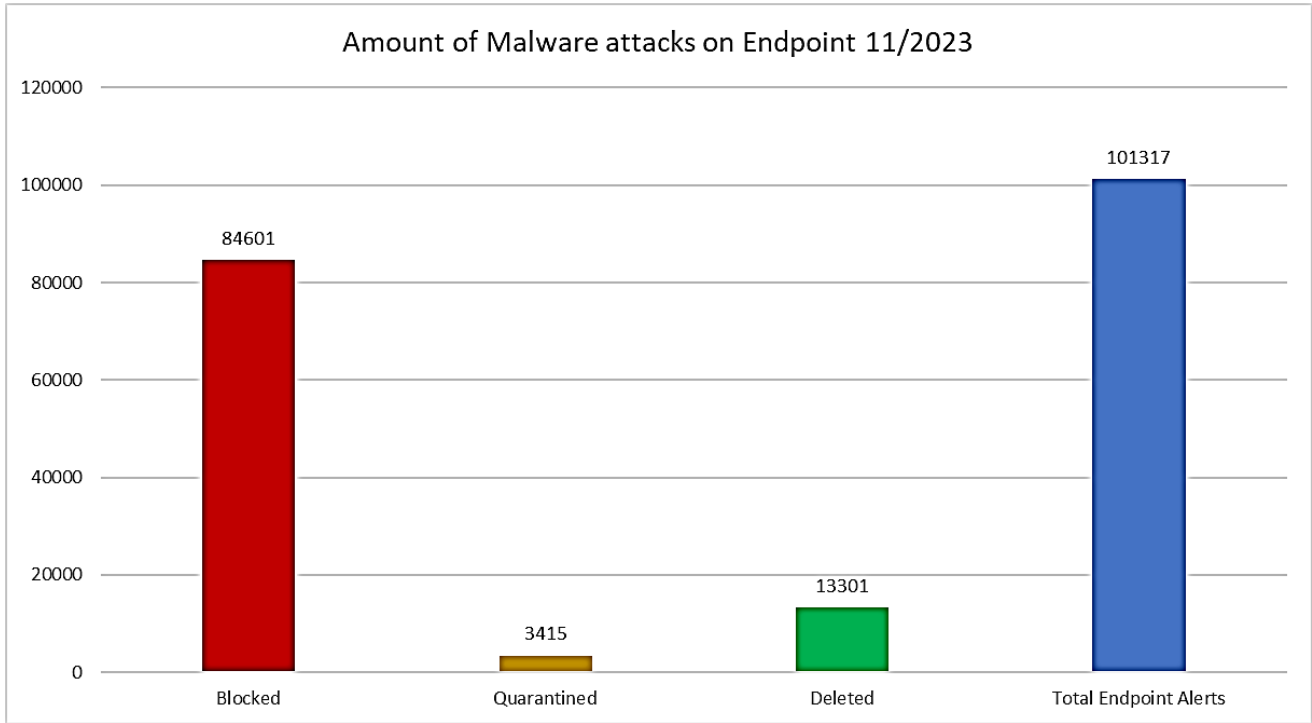


C. Data Protection & Privacy

1. Endpoint Protection

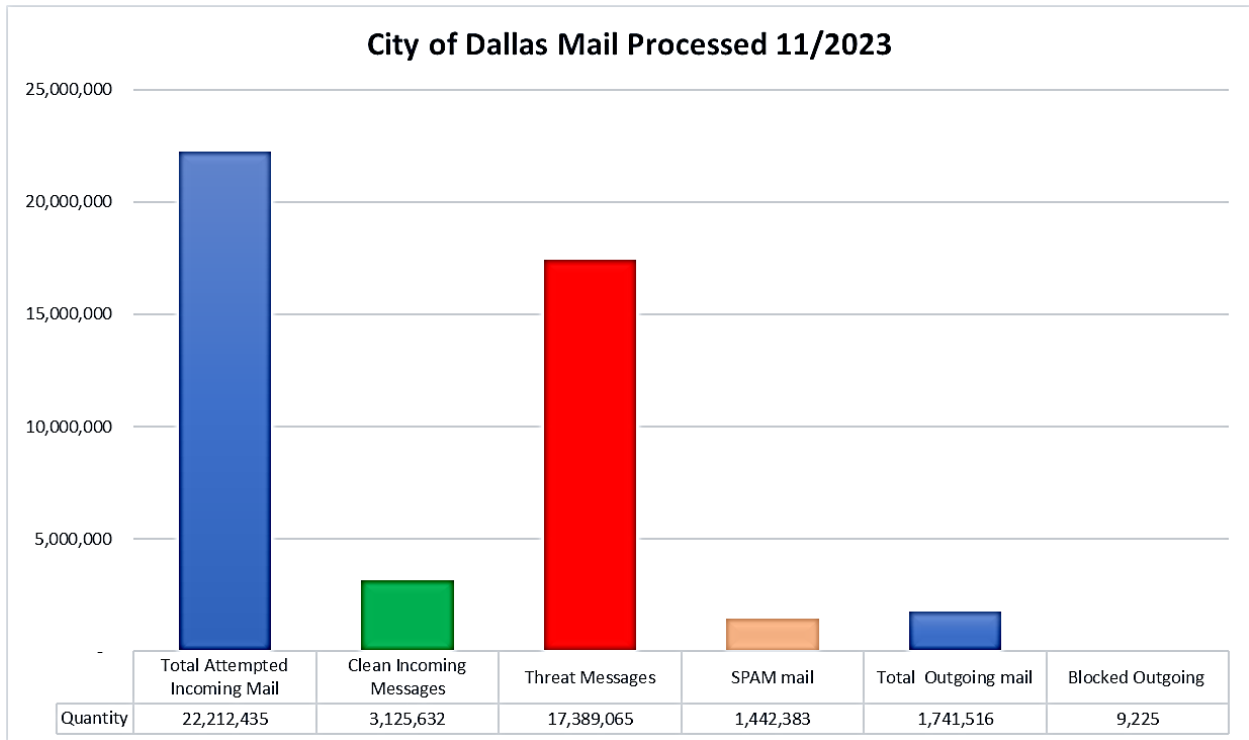
Endpoint protection is one component to the organization's ability to handle daily malware. All devices needing connection to the internet are subject to attacks. Attacks are mitigated through technologies monitoring the systems in real time reacting and responding to those attacks. Technologies like Firewall and Endpoint Detection and Response all are in place to respond to those attacks. Below is the status for endpoint attack metrics.





2. Email Screening

The City of Dallas receives and send millions of emails a month. Phishing is an attack vector that is utilized by bad actors in the form of social engineering, to gain internal access to the network. This can then be used to introduce malware, ransomware, and other malicious software to adversely affect City services. Below provides a picture of mail messages processed and remediated prior to user reception.



Section 5: IT Infrastructure

IT Infrastructure information and status updates on efforts to upgrade and improve the IT infrastructure used by the City to reduce technical debt, better meet current needs, and build for future service needs.

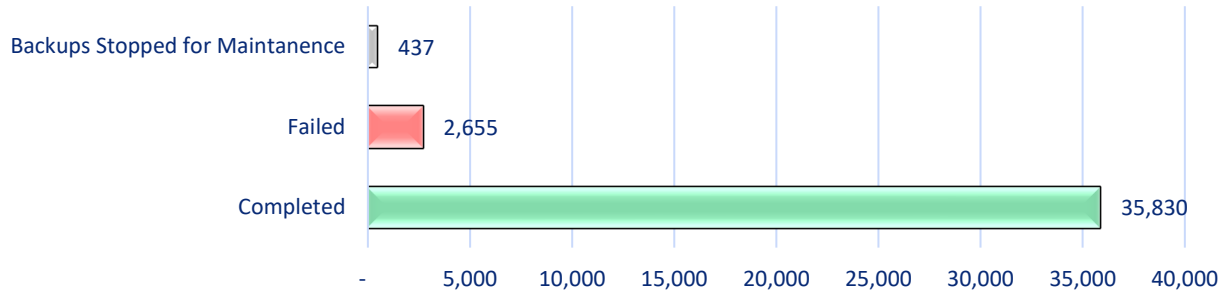
A. Resiliency - Disaster Recovery and Business Continuity

Resilience is essential in the City's IT environment because it ensures that the system can continue to function effectively and efficiently even when unexpected events occur. This can include things like hardware or software failures, power outages, natural disasters, and cyber-attacks. Lack of resiliency impacts Local government to prolonged outages, data loss, and security breaches. These can be costly in terms of services to residents, loss of public trust, and regulatory penalties.

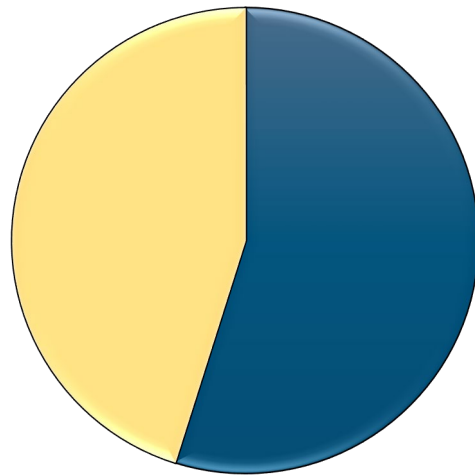
Resiliency can be achieved through a combination of redundancy, fault tolerance, disaster recovery planning, and proactive monitoring and maintenance. By designing and implementing resilient IT systems, the City can minimize the impact of disruptions and maintain business continuity, ensuring that critical applications and services remain available. ITS has begun evaluating on opportunities to design the City's IT environment to improve resilience.

A critical component of Disaster Recovery and Business Continuity practices is backing up critical data, testing data backups, and conducting exercises to ensure that data backups can be successfully utilized to restore business services.

City of Dallas System Backups Completed 11/2023



Data Realization

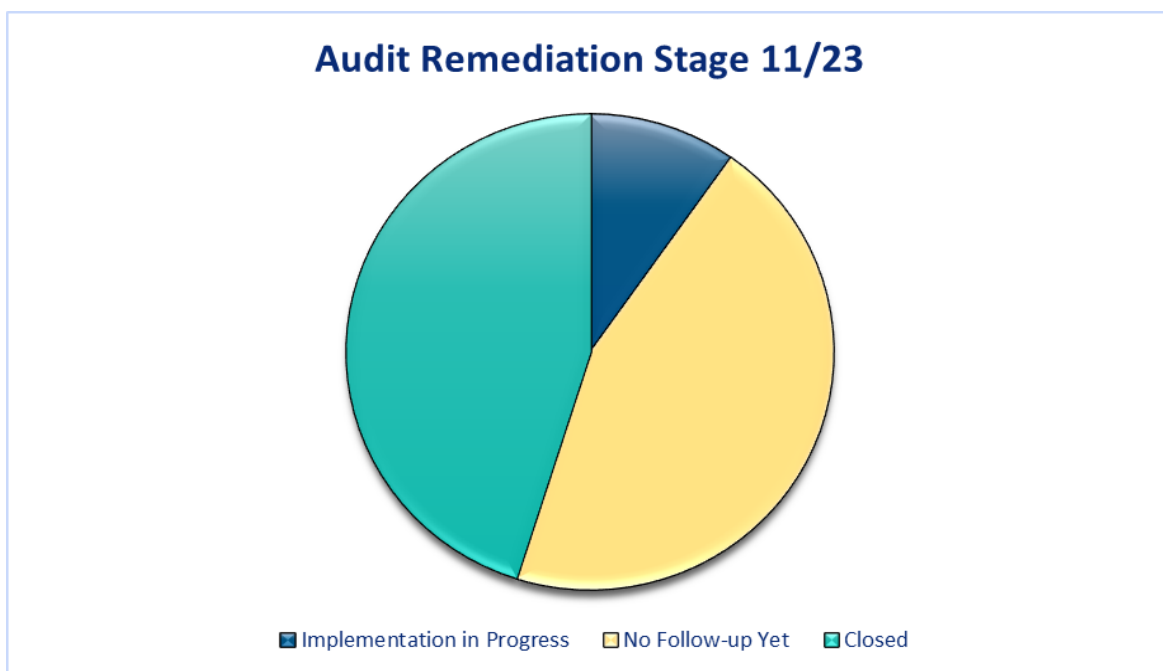


■ Total Amount of Unstructured Data ■ Stale Files ■ Sensitive Files

Total Data 3.2 PB
Total Backup Data 2.01 PB
Total Files 19.3m

B. Audit

Currently the ITS department is working through several audits that impact technology services. Below representative of the Audit remediation efforts and stages.



Memorandum



CITY OF DALLAS

DATE December 8, 2023

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 including 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.

Citizen participation is an important and required part of the process. The Community Development Commission's (CDC) recommended communication plan to inform residents and receive input for development of the new 5-Year Consolidated Plan for FY 2024-25 through FY 2028-29 and potential uses of the FY 2024-25 HUD Consolidated Plan grant funds to address community needs was submitted to the City Council for feedback on November 9, 2023. During the month of January 2024, Budget & Management Services (BMS) and the CDC will host four virtual, one hybrid, and one in-person Neighborhood Public Meetings. Staff is now working with the CDC to ensure all efforts are in place prior to the first public meeting scheduled for January 4, 2024.

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

DATE December 8, 2023

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 17, 2024	Briefing to the City Council on the City Manager's recommended approach for development of the 5-Year Plan
January 24, 2024	City Council initial approval of development of the 5-Year Plan
February 1, 2024	Update to CDC during monthly meeting
February – June 2024	Annual budget development process
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 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
Biliera 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

Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Workforce Development and Fresh Start Dashboard Presentations December 11, 2023**

Data Analytics and Business Intelligence (DBI), in partnership with the Small Business Center (SBC), has created two dashboards related to the Workforce Development and Fresh Start programs and plans to share them at the Workforce, Education, and Equity committee meeting on December 11, 2023.

The second phase of the Fresh Start dashboard includes additional metrics and data related to the program. The new iteration will show data beginning with the candidate at pre-screening stage and include the demographics of candidates as they move through the recruitment funnel stages.

The Workforce Development dashboard monitors several performance indicators related to recipients of the workforce grants, including the total number of participants enrolled in programs, the number of those who have completed the programs, those who have secured employment, along with other metrics related to job retention and employment outcomes.

Both dashboards will be updated monthly. The dashboards will be published and made available for public viewing following feedback from the Workforce, Education, and Equity committee.

Please contact Dr. Brita Andercheck, Chief Data Officer or Joyce Williams, Director of the Small Business Center if you have questions.

A handwritten signature in blue ink that reads "Jack Ireland".

Jack Ireland
Chief Financial Officer

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

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