



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

190046

EFFECTIVE DATE

03/18/2019

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

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

2019 APR -2 PM 4:19  
CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED

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

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

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

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

Vendor Name: ATMOS Gas Delivery, LLC Energy Corporation Vendor No. \_\_\_\_\_

Subject: Atmos gas system installation at Dallas Executive Airport Department: Aviation

Action Requested: Atmos to install new gasline and equipment utilities at Dallas Executive Airport for the Fuel Farm paving project for airport operations, Department of Aviation, adjacent to Challenger Drive.

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ To \_\_\_\_\_

Background: The Fuel Farm paving project requires Atmos to install gas lines at Dallas Executive Airport, near Challenger Drive to support Department of Aviation operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							<u>0.00</u>
<b>TOTAL:</b>							

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: \_\_\_\_\_

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

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

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

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

By Department Director [Signature] DATE 10/24/18

By Assistant City Manager [Signature] DATE 3/18/19 MD

Approved as to form by City Attorney [Signature] DATE 03/20/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190047

EFFECTIVE DATE

MAR 08 2019

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

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

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

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

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

Vendor Name:	Halff Associates, Inc	Vendor No.	089861
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Subject: Dallas Zoo Storm Water Wetland Supplemental Environmental Project

Lead Dept: Park and Recreation

Action Requested: Authorize Supplemental Agreement #4 with Halff Associates, Inc. in the amount of \$48,500.00, thereby increasing the contract from \$517,375.00 to \$565,875.00.

Contract Number:	PKR-2019-00009550	Contract Term:	NA	to	NA
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Background: Supplemental to provide assistance with re-permitting the facility, field survey of completed treatment facility to confirm location of constructed features and update the site plan, design sampling test ports, additional services for extended construction administration and commissioning services, evaluation of additional contributing drainage areas from Wilds of Africa Hippo Exhibit, additional services for engineering consultation for transition to operation by Zoo forces, additional project expenses and travel.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		7T00	PKR	T046	SUAR	4111	PKWETLAND	CT PKR07018882
	1T00	PKR	T046	SUAR	4111	PKWETLAND	CT PKR07018882	\$ 440.72
	BT00	PKR	T046	SUAR	4111	PKWETLAND	CT PKR07018882	\$ 753.08
	4T00	PKR	T046	SUAR	4111	PKWETLAND	CT PKR07018882	\$45,350.87
Financing:		2006 Bond Fund					TOTAL:	\$48,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	4	07-0644	2/28/2007	\$191,000.00	\$326,375.00	\$ 565,875.00	296.27%

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

*Winn Winn*  
By Department Director

3-05-19  
Date

*Christine Zanner* 4-1-2019  
Approved as to Form by City Attorney Date

*Jayaram*  
By City Manager

3-8-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190048
EFFECTIVE DATE
4/19/19 2019 APR -5 PM 2:05 SECRETARY DALLAS, TEXAS RECEIVED

### INSTRUCTIONS

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

<b>VENDOR NAME</b>	Texas Materials Group, Inc. dba TexasBit a CRH company	<b>VENDOR NUMBER</b>	004204
<b>CONTRACT NAME</b>	Service Maintenance Area (SMA) 4 - 2019 Resurfacing and Street Improvements Contract	<b>DEPARTMENT</b>	PBW

### ACTION REQUESTED

Authorize a zero Change Order to the contract with Texas Materials Group, Inc. dba TexasBit a CRH company for construction services of the SMA 4 - 2019 Resurfacing and Street Improvements Contract.

<b>CONTRACT NUMBER:</b> PBW-2018-00007126	<b>CONTRACT TERM:</b> 12/3/2018 To 12/3/2020
-------------------------------------------	----------------------------------------------

### BACKGROUND

This Change Order No. 1 will authorize the contractor and the Public Works Department to implement a Balanced Mix Design pilot program for asphalt street resurfacing on a select group of streets in SMA 4. This zero change order will reduce quantities for bid items 504C-SP and 504D-SP and add bid item 504-MAC. The completion date remains December 3, 2020.

### FUNDING

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

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

Place an  or  in the appropriate boxes:

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

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

### CHANGE ORDER DATA

Change Order No.	1	Original CR/AA No.	18-1247
Original CR/AA Date	9/12/2018	Original CR/AA Amount	\$16,704,158.72
Total of Previous Change Orders			\$0.00
Change Amount Including this Order			\$0.00
Total Change Order Percentage			0.00%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

4/19/19



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190049
EFFECTIVE DATE
4/4/19

### INSTRUCTIONS

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

RECEIVED  
 2019 APR -5 PM 2:15  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Materials Group, Inc. dba TexasBit a CRH company	<b>VENDOR NUMBER</b>	004204
<b>CONTRACT NAME</b>	Service Maintenance Area (SMA) 3 - 2019 Resurfacing and Street Improvements Contract	<b>DEPARTMENT</b>	PBW

**ACTION REQUESTED**

Authorize a zero Change Order to the contract with Texas Materials Group, Inc. dba TexasBit a CRH company for construction services of the SMA 3 - 2019 Resurfacing and Street Improvements Contract.

**CONTRACT NUMBER:** PBW-2018-00007125      **CONTRACT TERM:** 12/3/2018 To 12/3/2020

**BACKGROUND**

This Change Order will authorize the contractor and the Public Works Department to implement a Balanced Mix Design pilot program for asphalt street resurfacing on a select group of streets in SMA 3. This zero change order will reduce quantities for bid items 504C-SP and 504D-SP and add bid item 504-MAC. The completion date remains December 3, 2020.

**FUNDING**

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

PROGRAM NO.:      COMMODITY CODE:      FINANCING:

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

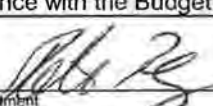
M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No.	1	Original CR/AA No.	18-1246
Original CR/AA Date	9/12/2018	Original CR/AA Amount	\$14,795,382.77
Total of Previous Change Orders			\$0.00
Change Amount Including this Order			\$0.00
Total Change Order Percentage			0.00%

**APPROVAL**

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

BY DEPARTMENT DIRECTOR  DATE 4/4/19



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190050
EFFECTIVE DATE
04-08-2019

### INSTRUCTIONS

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

RECEIVED  
 2019 APR -3 PM 1:22  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	RKM Utility Services, Inc.	<b>VENDOR NUMBER</b>	VS0000026242
<b>CONTRACT NAME</b>	Goodnight Lane Phase 2 from Royal Lane to North of Harcourt Street	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 3 to the construction contract with RKM Utility Services, Inc. for Goodnight Lane Phase 2 Improvements in the amount of \$9,900.00. This action will increase the contract amount from \$2,046,339.00. to 2,056,239.00

<b>CONTRACT NUMBER:</b> PBW-2018-00004890	<b>CONTRACT TERM:</b> 8/6/2018 To 8/27/2019
-------------------------------------------	---------------------------------------------

**BACKGROUND**

During construction, it was discovered that it is necessary to bore 2" PVC pipe below the existing driveway for the installation of the electrical conduit. Also, a 21" Safety End Treatment is required at the outfall and a triple grate inlet is needed to replace the currently proposed 10 foot inlet. This will require adding new items to the contract. All items needed for this change order are listed in the attachment

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4T22	PBW	U787	THRF	4510	PB06U787	PBW-2018-00004890	\$9,900.00

PROGRAM NO.: PB06U787      COMMODITY CODE:      FINANCING: 2006 BOND FUNDS

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

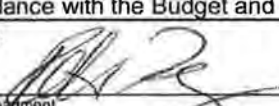
M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No.	3	Original CR/AA No.	18-0401
Original CR/AA Date	2/28/2018	Original CR/AA Amount	\$1,965,704.00
Total of Previous Change Orders			\$80,635.00
Change Amount Including this Order			\$90,535.00
Total Change Order Percentage			4.61%

**APPROVAL**

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

BY DEPARTMENT DIRECTOR  DATE 4/8/19



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190051
EFFECTIVE DATE
4/04/19 KH

### INSTRUCTIONS

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

RECEIVED  
 2019 APR -9 PM 2:15  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Roof Management, Inc.	<b>VENDOR NUMBER</b>	354710
<b>CONTRACT NAME</b>	18-month extension for Roof Maintenance and Emergency Repair	<b>DEPARTMENT</b>	Dallas Water Utilities 19-10

### ACTION REQUESTED

Request approval of a 18-month extension to the agreement with Texas Roof Management, Inc., for roof maintenance and emergency repairs. The terms of the agreement were effective through April 2019. The requested action will extend the terms of the contract to October 2020. This action has no cost consideration to the City.

<b>CONTRACT NUMBER:</b>	14-355/356, CO#2	<b>CONTRACT TERM:</b>	10/22/2014 To 10/22/2020
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### BACKGROUND

On October 22, 2014, by Resolution No. 14-1824, the City Council authorized a Construction Contract with Texas Roof Management, Inc. for roof maintenance and emergency repairs at all Dallas Water Utilities owned buildings. Change Order No. 1 extended this contract to April 2019. This Change Order No. 2 will extend the contract an additional 18 months to October 2020 to allow additional time to complete manufacturer's regularly scheduled maintenance.

### FUNDING

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

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

Place an  or  in the appropriate boxes:

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

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

### CHANGE ORDER DATA

Change Order No.	2	Original CR/AA No.	14-1824
Original CR/AA Date	10/22/14	Original CR/AA Amount	\$1,065,982.50
Total of Previous Change Orders	1		
Change Amount Including this Order			\$0.00
Total Change Order Percentage			0.00%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

*[Signature]*

4/4/19



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190052

EFFECTIVE DATE

MAR 26 2019

### INSTRUCTIONS

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

RECEIVED  
 2019 APR 10 AM 10:57  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	3i Contracting, LLC	<b>VENDOR NUMBER</b>	VS91700
<b>CONTRACT NAME</b>	SINGING HILLS RECREATION CENTER REPLACEMENT PROJECT - GYM. ADDITION	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Change Order #1  
 Authorize an increase in the construction contract with 3I Contracting, LLC in the amount of \$20,930.97; thereby increasing the contract from \$ 5,950,000.00 to \$5,970,830.97.

<b>CONTRACT NUMBER:</b>	PKR-2018-00006540	<b>CONTRACT TERM:</b>	365 Calendar Days To 365 Calendar Days
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**BACKGROUND**  
 This change order consists of the following items  
 1. Re-bore under existing drive at two locations and Provide and install steel casing, spacers and end seal per DWU requirement.  
 2. Adjust existing Plumbing lines to the HVAC Water treatment system, to install new valve (provided by Nelco), install 1/4" ball valve and 1/2" ball valve on the condenser line.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V00	PKR	VB22	MMCF	4599	PK17VB22	CX PKR-2018-00006540	\$20,830.97

PROGRAM NO.: See Program      COMMODITY CODE: 91200      FINANCING: 2017 Bond Fund

**M/WBE INFORMATION**

Place an X in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 1      Original CR/AA No. 180942  
 Original CR/AA Date 6/27/2018      Original CR/AA Amount \$5,950,000.00

Total of Previous Change Orders \$0.00/\$5,950,000.00  
 Change Amount Including this Order \$20,830.97/\$5,970,830.97

Total Change Order Percentage 0.35%

APPROVAL

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

BY DEPARTMENT DIRECTOR [Signature]      DATE 3.20.19

[Signature]      Date 4/9/19

Attested by: [Signature]      Date 4/9/19

Robert Abtahi, President  
Park and Recreation Board

Anthony Becker, Interim Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190053
EFFECTIVE DATE
4/17/19 <i>RF</i>

### INSTRUCTIONS

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

2018 APR 10 AM 8:53  
 CITY SECRETARIAN  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Schneider Electric Building Americas, Inc.	<b>VENDOR NUMBER</b>	261927
<b>CONTRACT NAME</b>	City Hall Electrical Upgrade	<b>DEPARTMENT</b>	PBW

**ACTION REQUESTED**

Approve addition of 'UPS Load Breaker' to the UPS system, to enable testing and load banking of the UPS system.

**CONTRACT NUMBER:** .PBW-2018-00007887      **CONTRACT TERM:** Nov. 2018 To Jan. 2020

**BACKGROUND**

In the 2017 Bond the citizens of Dallas approved the City Hall project which includes replacement and upgrades of the Dallas City Hall UPS system and the Dallas City Hall main switchgear. The consulting engineer designed the UPS system without a 'load breaker' which makes UPS required testing and attaching a load bank to the UPS system more difficult. In order to alleviate future City Hall issues involving the annual testing the Contractor recommended that a 'Load Breaker' be added to the new UPS system to ease in testing and to be able to easily connect a load bank to the UPS system for required annual testing.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V60	BSD	VH05	EB01	4310	EB17VH05		\$43,371.00

PROGRAM NO.:      COMMODITY CODE:      FINANCING: 2017 Bond Funds

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 1      Original CR/AA No. \_\_\_\_\_

Original CR/AA Date \_\_\_\_\_      Original CR/AA Amount **\$2,771,536.00**

Total of Previous Change Orders **\$0.00**

Change Amount Including this Order **\$43,371.00**

Total Change Order Percentage **1.6%**

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

*Heil*

4/17/19



12/19/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

190054

EFFECTIVE DATE

12/19/18 MD

12/19/18  
11:01 AM  
CITY OF DALLAS

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

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

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

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

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

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

Vendor Name: ATMOS Energy Vendor No. \_\_\_\_\_

Subject: Relocation of inground utilities Department: Aviation MD

Action Requested: Request approval for utility access agreement to allow ATMOS Energy to ~~abandon and~~ relocate inground gas lines within the infrastructure area for the Braniff Centre project development. Per Resolution 151693 utilities to be relocated for project construction on the commercial lease adjacent to Lemmon Avenue.

Contract Number: AVI-2019-00008981 Contract Term: \_\_\_\_\_ To: \_\_\_\_\_

Background: The Braniff Centre development requires the abandonment of existing gas lines and installation of new 6-inch gas service underground lines for project construction; ATMOS Energy will place all utilities underground upon review and approval by the Aviation Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>TOTAL:</b>							0 MD

Project No: 0000 Commodity Code: \_\_\_\_\_ Financing: Aviation Resolution

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

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

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

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

*[Signature]*  
By Department Director

12/10/18  
DATE

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

12/26/18  
DATE

*[Signature]*  
By Assistant City Manager

12/19/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190055

EFFECTIVE DATE

MAR 26 2019

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

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

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

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

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

Vendor Name: Corgan Associates, Inc. Vendor No. 088914

Subject: Willie B. Johnson Rec. Center: Addition of Senior Center, Gymnasium and Parking Lot expansion

Lead Dept: Park and Recreation Department

Action Requested: Authorize Supplemental Agreement #2 with Corgan Associates, Inc., in the amount of \$20,000.00, thereby increasing the contract from \$607,000.00 to \$627,000.00.

Contract Number:	PKR-2018-00007029	Contract Term:	11/14/2018	to	11/14/2020
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Background: This proposal is for Platting section of the property that covers the project area.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB24	RECC	4112	PK17VB24	CX- PKR-2018-00007029	\$ 6,400.00
1V00	PKR	VB25	RECC	4112	PK17VB25	CX- PKR-2018-00007029	\$13,200.00
1V00	PKR	VK31	RECC	4112	PK17VK31	CX- PKR-2018-00007029	\$ 400.00
Financing:		2017 Bond Fund- Park and Recreation Facilities (B)				TOTAL:	\$20,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	18-1522	11/14/2018	\$604,000.00	\$3,000.00	\$627,000.00	4.47%

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

*[Signature]*

By Department Director

3.18.19

Date

*[Signature]* 4/17/19

Approved as to Form by City Attorney

Date

*[Signature]*

By City Manager

3/26/19

Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
190056
EFFECTIVE DATE
4/8/19 Y.S.

### INSTRUCTIONS

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

2019 APR 23 AM 5:47  
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 DALLAS, TEXAS

<b>VENDOR NAME</b>	North Texas Contracting	<b>VENDOR NUMBER</b>	514455
<b>CONTRACT NAME</b>	Wynnewood Village Drainage Improvements	<b>DEPARTMENT</b>	Dallas Water Utilities

### ACTION REQUESTED

Authorize Change Order No. 2 to the construction contract with North Texas Contracting for the Wynnewood Village Drainage Improvements project to increase the contract time from 275 calendar days to 338 calendar days, and to utilize savings to pay for overruns. This change order will not increase the contract amount.

<b>CONTRACT NUMBER:</b>	TWM-2018-00006611	<b>CONTRACT TERM:</b>	7/11/2018 To 7/11/2019
-------------------------	-------------------	-----------------------	------------------------

### BACKGROUND

The Wynnewood Village Drainage Improvements project includes the installation of approximately 2130 linear feet of 8-foot by 8-foot reinforced box culverts to improve drainage and reduce flooding risk around the Wynnewood Village Shopping Center. A significant portion of the proposed drainage system within the Wynnewood Village Shopping center could not be installed by the contractor due to private utility conflicts. The private utility conflicts were cleared by early February which delayed the contractor's schedule by 63 calendar days.

The construction plans originally specified replacement of the erosion protection at the outfall and replacement of approximately 46 linear feet of existing 8-foot by 8-foot box culvert with box culverts of the same size. The existing box culverts were in good condition and did not warrant replacement. The existing outfall was different than what was shown on the construction plans and required field changes. Both changes resulted in savings that will be used to pay for paving overruns.

### FUNDING

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

<b>PROGRAM NO.:</b>	TW17VD32	<b>COMMODITY CODE:</b>		<b>FINANCING:</b>	
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### M/WBE INFORMATION

Place an  in the appropriate boxes:

<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic
-------------------------------------------	-----------------------------------

Caucasian: Female <input type="checkbox"/>	Male <input checked="" type="checkbox"/>
--------------------------------------------	------------------------------------------

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

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

### CHANGE ORDER DATA

Change Order No.	2	Original CR/AA No.	18-0914
Original CR/AA Date	6/27/18	Original CR/AA Amount	\$2,425,170.00
Total of Previous Change Orders	\$6,430.00		
Change Amount Including this Order	\$6,430.00		
Total Change Order Percentage	0.265%		

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

*me*

4/8/19



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190057

EFFECTIVE DATE

APR 15 2019

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

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

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 CITY SECRETARY  
 DALLAS, TEXAS  
 APR 23 PM 4:54

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

Vendor Name: **Schneider Electric Buildings Americas, Inc.** Vendor No. VS261927

Subject: Park Maintenance District #6 Service Center \_ Bekay Street

Lead Dept: Park and Recreation Department

Action Requested: Authorize a Supplemental Agreement with Schneider Electric Buildings Americas, Inc. in the amount of \$600.00 thereby increasing the contract amount from \$30,345.00 to \$30,945.00

Contract Number: PKR-2018-00004934 Contract Term: 6/30/18 to 6/30/19

Background: This supplemental agreement includes the procurement and labor to pull Cat6 cable run through existing conduit from the administration building MDF Room to the pull boxes at the two (2) gate motors.  
All changes are Owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
4T00	PKR	P763	PKLA	4710	PKP763.1	CX - PKR-2018-00004934	\$600.00	
						-		
						-		
Financing:							TOTAL:	\$600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	01	18-0153	5/11/2018	\$30,345.00	\$0.00	\$ 30,945.00	1.97%

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

4.11.19 4-19-2019  
 By Department Director Date Approved as to Form by City Attorney Date

4-15-19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190058

EFFECTIVE DATE

APR 23 2019 MAM

### INSTRUCTIONS

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

RECEIVED  
 2019 APR 24 PM 4:49  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b> RoeschCo Construction, Inc.	<b>VENDOR NUMBER</b> VS0000057213
<b>CONTRACT NAME</b> Northaven Trail Phase 2A	<b>DEPARTMENT</b> Park and Recreation

**ACTION REQUESTED**  
 Authorize accepting value engineering resulting in a decrease in the construction contract with RoeschCo Construction, Inc. in the amount of \$138,420.00, and accepting additional items totaling \$138,420.00; resulting in no change in the overall Contract amount, which will remain \$3,616,700.00.

<b>CONTRACT NUMBER:</b> PKR-2018-00006501	<b>CONTRACT TERM:</b> 200 Working Days To 230 Working Days
-------------------------------------------	------------------------------------------------------------

**BACKGROUND**  
 The City of Dallas hereby accepts the value engineering items and associated cost deducts as summarized in the attached Contractor's Phase 2A - VE Options for a total of \$138,420.00, and the additional items totaling \$138,420.00 for a net change to the Contract of Zero (0).  
 All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
						CX PKR-2018-00006501	\$0.00
<b>PROGRAM NO.:</b> Sec Program		<b>COMMODITY CODE:</b> 91200		<b>FINANCING:</b> No Cost Consideration			

**M/WBE INFORMATION**

Place an X in the appropriate boxes:

African-American  Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 1 Original CR/AA No. 18-0993

Original CR/AA Date 7/19/18 Original CR/AA Amount 3,616,700.00

Total of Previous Change Orders 0

Change Amount Including this Order 0

Total Change Order Percentage 0%

### APPROVAL

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

BY DEPARTMENT DIRECTOR LE 4.19.19  
4/17/19

DATE 4.22.19  
4/24/19

Attested by:   
 Anthony Becker, Secretary  
 Park and Recreation Board

Robert Abtahi, President  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

190059

EFFECTIVE DATE

APR 18 2019

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

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

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CITY SECRETARY  
DALLAS TEXAS  
APR 24 PM 4:45

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

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

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

Vendor Name: Kimley-Horn and Associates, Inc. Vendor No. 135447

Subject: Lake Highlands North Park Aquatic Facility

Lead Dept: Park and Recreation Department

Action Requested: Authorize Supplemental Agreement Number 3 with Kimley-Horn and Associates, Inc., in the amount of \$36,500.00, thereby increasing the contract from \$3,373,860.00 to \$3,410,360.00.

Contract Number:	PKR-2018-00006116	Contract Term:	N/A	to	N/A
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Background: The proposal is for additional Landscape Architecture and Civil Engineering design and consulting services for sand volleyball courts and a pedestrian crossing on Church Road at the Lake Highlands North Park Aquatic Center.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0467	PKR	W109	AQFC	4112	PKP945.4	CT- PKR16019526	\$7,500.00
1V00	PKR	VK38	RFSI	4112	PK17VK38	CT- PKR16019526	\$29,000.00
Financing: 2017 Bond Fund/ Elgin B. Robertson Land Sale Fund						TOTAL:	\$36,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	15-2271	12/9/2015	\$3,307,500.00	\$66,360.00	\$3,410,360.00	3.11%

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

*Wim Winn*  
By Department Director 4-16-19  
Date

*Christine Lamm*  
Approved as to Form by City Attorney 4-24-2019  
Date

*[Signature]*  
By City Manager 4-18-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190147

EFFECTIVE DATE

3/27/19 LMV

CITY SECRETARY  
DALLAS, TEXAS

2019 APR -1 PM 2:49

RECEIVED LMV

### INSTRUCTIONS

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

VENDOR NAME Texas Standard Construction, LTD VENDOR NUMBER 508379

CONTRACT NAME Street Reconstruction Group 12-637 DEPARTMENT Department of Public Works

**ACTION REQUESTED**  
Authorize Change Order No. 5 to the construction contract with Texas Standard Construction, LTD for Street Reconstruction Group 12-637 in the amount of \$49,400.41, increasing the contract amount from \$20,979,031.10 to \$21,028,431.51.

CONTRACT NUMBER: PBW-2018-00004327 CONTRACT TERM: 5/27/2015 To 12/13/2019

**BACKGROUND**  
This change order provides extra hot mix for temporary pavement needed for AL Lipscomb Way to maintain traffic flow during State Fair. This change order also provides funding for watermain lowering on South Lamar Street. The watermain is in conflict with proposed wastewater main. See Attachment "A".

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3115	DWU	PW42		4550	715193	PBW715193CP	\$24,400.41
2U22	PBW	S406	THRF	4510	PB12S406	PBW12S396K1	\$25,000.00 \$49,400.41

PROGRAM NO.: COMMODITY CODE: FINANCING: 2012 Bond Funds and Water Utilities Capital Improvement Funds

**M/WBE INFORMATION**

Place an X in the appropriate boxes:

African-American  Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 5 Original CR/AA No. 15-0958

Original CR/AA Date 5/27/2015 Original CR/AA Amount \$19,989,713.85

Total of Previous Change Orders \$989,317.25

Change Amount Including this Order \$1,038,717.66

Total Change Order Percentage 5.20%

### APPROVAL

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

BY DEPARTMENT DIRECTOR DATE 3/27/19

A18-10000



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

190148

EFFECTIVE DATE

03/28/2019

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

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

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2019 APR -2  
CITY SECRETARY  
DALLAS

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

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

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

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

Vendor Name: Oncor Electric Vendor No. \_\_\_\_\_

Subject: Relocation of overhead utilities Department: Aviation

Action Requested: Request approval for utility access agreement to allow Oncor to relocate electrical overhead power lines to underground area for the Braniff Centre project development. Per Resolution 151693 utilities to be relocated for project construction on the commercial lease adjacent to Lemmon Avenue.

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ To: \_\_\_\_\_

Background: The Braniff Centre development requires the overhead electrical utilities to be relocated for project construction; Oncor will place all utilities underground upon review and approval by the Aviation Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00
<b>TOTAL:</b>							

Project No: 0000 Commodity Code: \_\_\_\_\_ Financing: TBD

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

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

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

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

*[Signature]*  
By Department Director

8/8/17  
DATE  
*[Signature]*  
Approved as to form by City Attorney

03/28/19  
DATE

*[Signature]*  
By Assistant City Manager  
3/28/19  
DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

190149

EFFECTIVE DATE

01/07/2019 MD

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

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

2019 APR -2 PM  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

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

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

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

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

Vendor Name: Oncor Electric Delivery, LLC <sup>MD</sup> Vendor No. 399181

Subject: Electrical system relocation at Dallas Love Field Department: Aviation

Action Requested: Oncor to relocate existing wiring and equipment and reinstall same system at Dallas Love Field for the reconstruction of taxiway B, adjacent to runway 1 3L-31R; *FOR ACCESS AGREEMENT APPROVAL*

Contract Number: ANI-2018-00006615 Contract Term: To

Background: The taxiway has to be reconstructed in order to comply with FAA and airport regulations. Oncor has to relocate existing lines and reinstall at the designated location to allow for the taxiway reconstruction project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0 MD
<b>TOTAL:</b>							

Project No: Commodity Code: Financing:

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

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

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

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

By Department Director *[Signature]* 8/24/18 DATE

By Assistant City Manager *[Signature]* 01/07/19 DATE

Approved as to form by City Attorney *[Signature]* 03/18/19 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

190239

EFFECTIVE DATE

MAR 14 2019

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

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

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CITY OF DALLAS  
APR 29 2019

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

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

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

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

Vendor Name: Phoenix I Restoration and Construction, Ltd. Vendor No. VC0000003594

Subject: Kay Bailey Hutchison Convention Center Dallas - Temporary Security Fence Department: Convention & Event Services

Action Requested: Authorize a contract with Phoenix I Restoration and Construction, Ltd. to provide, install, and maintain a temporary security fence at the Kay Bailey Hutchison Convention Center Dallas, located at 650 South Griffin Street, in an amount not to exceed \$4,980.

Contract Number: CCT-2019-00009719 Contract Term: 3/18/2019 To 3/18/2020

Background: This action allows Phoenix I Restoration and Construction, Ltd. to provide services for the installation of a security fence around the obelisk statue located in the cemetery adjacent to the Convention Center. The fence is necessary to protect the statue prior to its removal from the site. The work to be done is itemized in the Phoenix I proposal, dated February 28, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7822	CE01	3210		CCT-2019-00009719	\$4,980.00
<b>TOTAL:</b>							<b>\$4,980.00</b>

Project No: CCT-2019-00009719 Commodity Code: 98815 Financing: Maintenance Funds

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

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

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

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

*[Signature]*  
By Department Director  
3/10/19

3/11/2019  
DATE

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

4/15/19  
DATE

*[Signature]*  
By Assistant City Manager

3/14/19  
DATE

Memorandum

RECEIVED

2019 JUN 24 PM 2:38

CITY SECRETARY DALLAS, TEXAS



CITY OF DALLAS

DATE May 14, 2019

TO City Secretary

Subject Correction on Administrative Action No. 19-5647 – Love Field Runway 31R Glideslope Relocation

On 01/09/2019 Administrative Action No. 19-5647, was approved authorizing Supplemental Agreement No. 3 to the engineering services contract with HNTB Corporation for additional hours needed to complete punch list items and close out documents, in an amount not to exceed \$48,173.00, from \$1,129,732.84 to \$1,177,905.84.

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

- Typo
[ ] Obvious error from Council Resolution context
[X] Financial/funding information

Funding Section should read as follows:

Table with columns: Financing, TOTAL, ACTV, OBJ, PROGRAM, ENCUMBRANCE TYPE and NUMBER, AMOUNT. Row 1: 0130, AVI, 7712, AAIP, 3210 4111, AVI7712, CT AVIW022HNTBFY16, \$48,173.00

Department: Aviation

Director (or designee): [Signature] 5/14/2019
Signature Date

Stephanie McHenry
Print Name

Attachment: Council Resolution [number]

OFS: [X] Approved [ ] Denied Is ATT Approval Needed? [ ] Y [X] N

OFS: [Signature] 5/24/19
Signature Date
Suzanne Zeman
Print Name

ATT: [ ] Approved [ ] Denied

Assistant City Attorney: \_\_\_\_\_
Signature Date
\_\_\_\_\_
Print Name

[Handwritten signature and date 5/25/19]



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195647

EFFECTIVE DATE

1-9-19m

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

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

2019 APR -1 PM 1:04  
CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
RECEIVED

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

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

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

Vendor Name: HNTB Corporation Vendor No. 352433

Subject: RWY 31R Glideslope Relocation

Lead Dept: Department of Aviation

Action Requested: Authorize Supplemental Agreement No. 03 to the <sup>Engineering no</sup> construction administration services contract with HNTB Corporation for the additional hours needed to complete the punch list items and close out documents, in amount not to exceed \$48,173.00 from \$1,129,732.84 to \$1,177,905.84

Contract Number: PBW-2016-0000079 Contract Term: 8/10/2016 to 1/24/2019

Background: This action will authorize Supplemental Agreement No.03 to increase the construction administration services contract with HNTB Corporation due to the additional hours needed to complete construction punch list items and close-out documents.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7712	AAIP	3210	AVI771 2	CT AVIW022HNTBFY16	\$48,173.00
						-	
						-	
Financing:						TOTAL:	\$48,173.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	03	16-1197	8/10/2016	\$632,602.00	\$497,130.84	\$1,177,905.84	86.00%

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

*[Signature]*  
By Department Director  
Date: 12/20/18

*[Signature]*  
By City Manager  
Date: 01/09/19

*[Signature]*  
Approved as to Form by City Attorney  
Date: 03/28/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195648  
EFFECTIVE DATE

3.18.2019

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

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

RECEIVED  
ADMINISTRATIVE ACTION  
MAY 15 11:21 AM  
3-18-2019

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

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

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

Vendor Name: Mas-Tek Engineering and Associates, Inc. Vendor No. 350688

Subject: Material Testing Service - Street Group 12-628

Lead Dept: Public Works

Action Requested: Authorize Supplemental Agreement #2 for Professional Services Contract with Mas-Tek Engineering and Associates, Inc., in an amount not to exceed \$5,000.00 to provide Construction Material Testing during the construction of Street Group 12-628. This Supplemental Agreement will revise the contract amount from \$20,240.00 to \$25,240.00

Contract Number: STS-2017-00002016 Contract Term: 03/1/2019 to 2/28/2021

Background: On June 13 2017, the City Manager's Office signed an Administrative Action and Contract for Construction Material Testing by Administrative Action No. 176252 to Mas-Tek Engineering & Associates, Inc., in the amount not to exceed \$20,240.00 for Street Group 12-628 Paving and Drainage Improvement Project. This Supplemental Agreement will provide additional funding necessary for the Material Testing Services to complete the project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
2U22	PBW	S311	SREC	4113	PB12S311	STS-2017-00002016	\$2,500.00
2U22	PBW	S448	SREC	4113	PB12S448	STS-2017-00002016	\$2,500.00
Financing: 2012 Bond Funds						Total	\$5,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	176252	6/13/2017	\$20,240.00	\$0.00	\$25,240.00	24.7%


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

Att  
By Department Director

3/5/19  
Date

Approved as to Form by City Attorney  
3/29/19  
Date

By City Manager  
3/18/19  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	<b>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</b>	195649
		EFFECTIVE DATE
		March 15, 2019

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

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

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

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

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

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

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

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

2019 MAR 15  
 CITY SECRETARY  
 DALLAS  
 RECEIVED

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

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

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

Vendor Name:	Bronze Conservation Services LLC	Vendor No.:	VC16254
Subject:	Conservation and Freedman's Memorial, Leaf, Aurora, and Perspective		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Authorization is requested to procure the services of Bronze Conservation Services, LLC for the conservation of the artwork titled: Leaf Form, Aurora, Perspective, and Freedman's Memorial.




Contract Number:	OCA-2019-00009774	Contract Term:	4/1/2019	to	12/31/2019
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**Background:** Freedman's Memorial requires annual treatment. This year, the hardscape requires additional attention. The coping stones and column caps are loose and need to be secured. Leaf Form and Aurora need to be cleaned and repainted. Finally, Perspective's internal mechanism needs repair. Proposals were requested from three other conservators. BCS submitted the most advantageous proposal.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4804		3070		MASC OCA-2019-00009774	\$47,000
							-	
							-	
<b>Financing:</b>		GENERAL FUNDS					<b>TOTAL:</b>	\$47,000

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

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

 _____ By Department Director	Mar 15, 2019 _____ Date	 _____ Approved as to Form by City Attorney	Apr 1, 2019 _____ Date
 _____ By City Manager		Mar 15, 2019 _____ Date	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195666

EFFECTIVE DATE

Mar 31, 2019

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

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

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

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

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

Vendor Name: DALLAS ARTS DISTRICT FOUNDATION Vendor No. VS0000077915

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall produce the project entitled, *Changing Perspectives Block Party*. The project will transform Sammons Park located in front of the Winspear Opera House into an urban play area by introducing the interactive art installation, IMPULSE, a series of bright toggle wings/see-saws that respond to the movement catalyzed by users. This open-to-the-public block party will occur in April in conjunction with the City of Dallas' Arts Month. The project will feature the interactive art installation, IMPULSE, along with a premiere site-specific performance by Dallas dance company, Dark Circles Contemporary Dance. The project will also include outreach with Dallas ISD schools to bring students into the arts district to discuss physics concepts associated with the art and the performance and to interact with IMPULSE after watching rehearsal of the planned performance. The block party is scheduled for April 13, 2019.

Contract Number: OCA-2019-00009545 (00024232) Contract Term: 04/03/2019 to 05/31/2019

Background: DALLAS ARTS DISTRICT FOUNDATION was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$9,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,250.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$4,500.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or \$2,250.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$9,000.00
						-	
						-	
Financing: General Fund						TOTAL:	\$9,000.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (Mar 31, 2019)  
By Department Director

Mar 31, 2019

Date

*Debra Ross*  
Debra Ross (Mar 31, 2019)  
By City Manager

*Quilley*

Approved as to Form by City Attorney

Mar 31, 2019

Date

Apr 1, 2019

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195667

EFFECTIVE DATE

JAN 03 2018

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

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

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

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

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

Vendor Name: BP Quality Systems Vendor No. VC0000009662

Subject: Installation of Fire Alarm

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$18,350.50 for BP Quality Systems, vendor will install a new fire alarm panel at Campbell Green Recreation Center, includes all parts, City of Dallas submittal plans review, inspection fee, lift rental and programming.  
Contact: Brendan Collins (214) 670-6314

Contract Number:	PKR-2019-00009073	Contract Term:	12/28/2018	to	02/28/2019
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Background: BP Quality Systems has been in business since 1997. They offer custom installations of the latest advancements in burglary, medical emergency and fire technology; they provide installation and 24-hour security and fire monitoring tailored to the security needs of an individual or a business.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5043		3092		CX PKR-2019-00009073	\$18,350.50
						-	
						-	
Financing: Current Funds						TOTAL:	\$18,350.50

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

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

*Wm Wimer* 12.26.18  
By Department Director Date

*B. N. EA* 1/22/2019  
Approved as to Form by City Attorney Attested by Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jagadevan*  
By City Manager

01/03/19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195668

EFFECTIVE DATE

MAR 08 2019

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR 11 11:51 AM '19

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

Vendor Name: Kimley-Horn and Associates, Inc. Vendor No. 135447

Subject: Bachman Family Aquatic Center- Design Services

Lead Dept: Park and Recreation Department

Action Requested: Authorize a Supplemental Agreement Number 1 with Kimley-Horn in the amount of \$28,800.00, thereby increasing the contract from \$2,600,000.00 to \$2,628,800.00.

Contract Number: PKR-2018-00006596 Contract Term: N/A to N/A

Background: The proposal is for additional design and consulting services for the Bachman Family Aquatic Center as identified in the 2017 Bond Program. The scope of work will investigate viability and constraints for three alternative sites for floodplain restrictions, utilities, costs and scheduling impacts, and prepare alternative conceptual plans.  
All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1T00	PKR	W109	AQFC	4112	PK06W109.8	CX- PKR-2018-00006596	\$28,800.00
Financing: 2006 Bond Fund							TOTAL: \$28,800.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	NA AM	18-0940 DM	6.27.18 DM	\$2,600,000.00 DM	10 DM	\$2,628,800.00 DM	1.1 % DM

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

3.05.19  
 By Department Director Date

3-25-2019  
 Approved as to Form by City Attorney Date

3-8-19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

195669  
EFFECTIVE DATE

3/12/19 *A*

2019 APR -2 AM 9:22  
DIT SECRETARIAT  
DALLAS, TEXAS  
RECEIVED

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

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

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

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

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

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

Vendor Name: Southern Dallas Link Inc. Vendor No. VC18573

Subject: Senior Medical Transportation Services Department: Office of Community Care

Action Requested: Request approval of this Administrative Action, for the purpose of changing the funding source for this project. In January 2019 the 2017-18 funds were closed with a balance of \$14,787.50 The contract term had not expired. We will be using 2018-1019 funds.

Contract Number: MGT-2019-00009518 Contract Term: 2/01/2019 To 4/30/2019

Background: The City of Dallas Senior Transportation Program provides transportation services to and from scheduled medical appointments within the City limits for low-to-moderate-income Seniors aged 60 and above, who reside within the City of Dallas. All services are to be provided within the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	4297		3070		OCC-2019-00009518	\$14,787.50
<b>TOTAL:</b>							<b>\$14,787.50</b>

Project No: Commodity Code: Financing:

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

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

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

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

By Department Director

*[Signature]*  
3/12/19  
DATE

Approved as to form by City Attorney

*[Signature]*  
3/12/19  
DATE

By Assistant City Manager

*[Signature]*  
3/12/2019  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195670

EFFECTIVE DATE

3/12/19 *[Signature]*

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

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

2019 FEB -2 AM 9:51  
CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED

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

- 3. Is this expenditure related to a construction project?  Yes  No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: ~~Mexico LLC~~ **Medixow LLC** Vendor No. VC18649  
 Subject: Senior Medical Transportation Services Department: Office of Community Care

Action Requested: Request approval of this Administrative Action, for the purpose of changing the funding source for this project. In January 2019 the 2017-18 funds were closed with a balance of \$14,650. The contract term had not expired. We will be using 2018-1019 funds.  
 Contract Number: OCC-2019-00005194 Contract Term: 2/01/2019 To 4/30/2019

Background: The City of Dallas Senior Transportation Program provides transportation services to and from scheduled medical appointments within the City limits for low-to-moderate-income Seniors aged 60 and above, who reside within the City of Dallas. All services are to be provided within the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	4297		3070		OCC-2019-00005194	\$14,650.00
<b>TOTAL:</b>							<b>\$14,650.00</b>

Project No:	00	Commodity Code:		Financing:		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

*[Signature]* 3/6/19 DATE  
 By Department Director

*[Signature]* 3/12/2019 DATE  
 Approved as to form by City Attorney

*[Signature]* 3/12/19 DATE  
 By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195671

EFFECTIVE DATE

4-1-2019 C.T.

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR -2 AM 10:00

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

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

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

Vendor Name: Streamline HR Management, LLC Vendor No. VS90500

Subject: Exclusion Screening Vednor

Lead Dept: City Controller Office

Action Requested: Authorize one additional year of subscription of basic services, providing an online web-based exclusion screening software to verify City of Dallas covered person's exclusion status from any Federal or State Health Programs on a pre-hire and ongoing monthly basis.

Contract Number:	CT: MGT-2018-00005434	Contract Term:	2/23/2019	To	2/23/2020
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Background: Streamline Verify subscription of basic services, providing an online web-based exclusion screening software to verify City of Dallas covered person's exclusion status from any Federal or State Health Programs on a pre-hire and ongoing monthly basis

The City of Dallas is prohibited from employing or contracting with any person or entity as a Covered Person if that person or entity is listed by The Office of Inspector General for the U.S. Department of Health and Human Services (OIG) as debarred, excluded or otherwise ineligible for participation in Federal and State Health Programs. This Prohibition is necessary or ensure the City receives appropriate Federal healthcare program reimbursement for items and/or services provided to patients.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCO	1853	EMSC	3070	-	CT- MGT-2018-00005434	\$1,890.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
		16-5172	1-25-2016	\$1,395.00	\$3,3285.00	\$6,570.00	%

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

*Shevi Kowalski*  
By Department Director

*[Signature]*  
Date 4/1/19

*Christina Teroukas*  
Approved as to Form by City Attorney Date 4/1/2019

*[Signature]*  
By City Manager

4/1/2019  
Date  
*mer*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195672

EFFECTIVE DATE

3/6/19 HK

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

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

CITY SECRETARY  
DALLAS, TEXAS  
2019 MAR -2 AM 10:10  
RECEIVED

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

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

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

Vendor Name: All America Title Services, Inc. Vendor No. 054283

Subject: Extension of Service Agreement

Lead Dept: HOU

Action Requested: Authorize the extension of the current service agreement for one year.

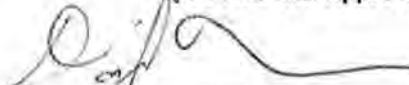
Contract Number:	POM-2017-00001596	Contract Term:	6/14/2019	to	6/14/2020
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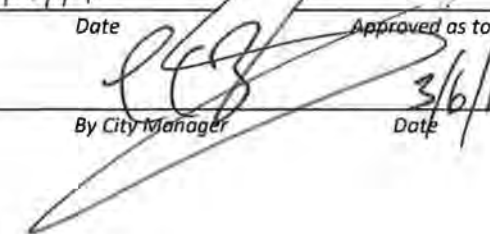
Background: On June 14, 2017, Council authorized a service contract for title and loan closing services for the Home Repair program via Resolution 17-0914

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	HOU					- BKZ1616	
						-	
						-	
Financing:						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	10-0914	6/14/2017	\$265,936		\$265,936	%

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


3/4/19
Date
Approved as to Form by City Attorney
Date


3/6/19
Date

<b>CITY OF DALLAS</b>	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
	<b>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	<b>195673</b>
		<b>EFFECTIVE DATE</b>
		<b>4/1/19 18</b>

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

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

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

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

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

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

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

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

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

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

Vendor Name:	Homeward Bound, Inc.	Vendor No.	359492
Subject:	Supplemental Agreement No. 1 – SAMHSA		
Lead Dept:	City Attorney's Office		

**Action Requested:** Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement with Homeward Bound, Inc. to continue providing substance abuse recovery related support services to program participants in the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$30,000, increasing the contract amount from \$15,000 to \$45,000.


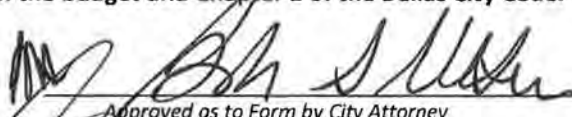
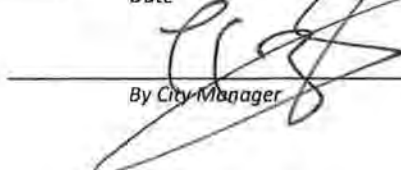
Contract Number:	ATT-2019-00008206	Contract Term:	10/1/2018	to	9/30/2019
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**Background:** On September 27, 2017, City Council by Council Resolution No. 17-1534, authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. On October 5, 2018, AA No. 18-6606 authorized a contract with Homeward Bound, Inc. to provide substance abuse recovery related support services for participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$30,000, increasing the contract amount from \$15,000 to \$45,000.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		F560	ATT	3699		3070	FY 18-19	CX ATT-2019-00008206	\$30,000.00
							-		
							-		
<b>Financing:</b>								<b>TOTAL:</b>	<b>\$30,000.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-6606	10/5/18	\$15,000.00	0	\$ 45,000.00	N/A

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

 By Department Director	3.28.19 Date	 Approved as to Form by City Attorney	4/1/2019 Date
 By City Manager	4/1/2019 Date		

CITY OF DALLAS	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195674
		EFFECTIVE DATE
		4/1/19 103

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

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

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

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

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

Vendor Name: Association of Persons Affected by Addiction (APAA) Vendor No. 517572

Subject: Supplemental Agreement No. 1 - SAMHSA

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement with APAA to continue providing substance abuse recovery related support services to program participants in the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$15,000, increasing the contract amount from \$20,000 to \$35,000.

Contract Number: ATT-2019-00008459 Contract Term: 10/1/2018 to 9/30/2019

Background: On September 27, 2017, City Council by Council Resolution No. 17-1534, authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. On October 29, 2018, AA No. 18-6691 authorized a contract with APAA to provide substance abuse recovery related support services for participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$15,000, increasing the contract amount from \$20,000 to \$35,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F560	ATT	3699		3070	FY 18-19	CX ATT-2019-00008459	\$15,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$15,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-6691	10/29/18	\$20,000.00	0	\$ 35,000.00	N/A

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

*[Signature]*  
By Department Director

3.28.19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
Date 4/1/2019

*[Signature]*  
By City Manager  
Date 4/1/2019

CITY OF DALLAS	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195675
		EFFECTIVE DATE
		4/1/19 KB

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

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

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

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

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

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

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

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

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

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

Vendor Name: Nexus Recovery Center, Inc. Vendor No. VS0000008490

Subject: Supplemental Agreement No. 1 – SAMHSA

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement with Nexus Recovery Center, Inc. to continue providing substance abuse recovery related support services to program participants in the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$5,000, increasing the contract amount from \$15,000 to \$20,000.

Contract Number: ATT-2019-00008329 Contract Term: 10/1/2018 to 9/30/2019

Background: On September 27, 2017, City Council by Council Resolution No. 17-1534, authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. On October 17, 2018, AA No. 18-6647 authorized a contract with Nexus Recovery Center, Inc. to provide substance abuse recovery related support services for participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$5,000, increasing the contract amount from \$15,000 to \$20,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F560	ATT	3699		3070	FY 18-19	CX ATT-2019-00008329	\$5,000.00	
						-		
						-		
Financing:							TOTAL:	\$5,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-6647	10/17/18	\$15,000.00	0	\$ 20,000.00	N/A

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

By Department Director: *W. Powers* Date: 3.28.19

Approved as to Form by City Attorney: *[Signature]* Date: 4/1/2019

By City Manager: *[Signature]* Date: 4/1/2019



CITY OF DALLAS	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195676
		EFFECTIVE DATE
		4/1/19 KB

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

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

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

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

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

Vendor Name: Soul's Harbor Inc. Vendor No. VS0000052577

Subject: Supplemental Agreement No. 1 - SAMHSA

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement with Soul's Harbor Inc. to continue providing substance abuse recovery related support services to program participants in the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$10,000, increasing the contract amount from \$10,000 to \$20,000.

Contract Number: ATT-2019-00008201 Contract Term: 10/1/2018 to 9/30/2019

Background: On September 27, 2017, City Council by Council Resolution No. 17-1534, authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. On October 5, 2018, AA No. 18-6605 authorized a contract with Soul's Harbor Inc. to provide substance abuse recovery related support services for participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court during FY 18-19. This Supplemental Agreement No. 1 shall not exceed \$10,000, increasing the contract amount from \$10,000 to \$20,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F560	ATT	3699		3070	FY 18-19	CX ATT-2019-00008201	\$10,000.00	
Financing:							<b>TOTAL:</b>	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-6605	10/5/18	\$10,000.00	0	\$ 20,000.00	N/A

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

*Wynne Powers*  
By Department Director

3.28.19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
Date 4/1/2019

*[Signature]*  
By City Manager  
Date 4/1/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195677

EFFECTIVE DATE

April 02, 2019

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

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

CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
2019 APR -2 PM 2:41  
RECEIVED

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

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

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

Vendor Name: Watch Systems, LLC Vendor No. VS0000043444

Subject: OffenderWatch and OffenderWatch Mobile Software Subscriptions

Lead Dept: Communication & Information Services

Action Requested: Authorize subscriptions for continued use of OffenderWatch and OffenderWatch Mobile online applications used by the Dallas Police Department (DPD).

Contract Number:	DSV-2019-00009279	Contract Term:	2/1/2019	to	1/31/2021
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Background: OffenderWatch is online software used by DPD to register and monitor sex offenders in accordance with the federally-mandated Adam Walsh Act. The OffenderWatch Mobile application provides access to offender files and investigative notes, allowing detectives to look-up information while in the field and eliminating the need to contact a registration detective, creating a more efficient process. OffenderWatch is the only program of its' kind in the US provided to local and state law enforcement agencies.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1675		3099		MASC DSV-2019-00009279	\$35,285.62
						-	
						-	
Financing: Data Services Fund - Subject to Annual Appropriations						TOTAL:	\$35,285.62

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

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

Shelia Robinson  
Shelia Robinson (Apr 2, 2019)  
By Department Director

04/02/19

Date

Christina Tsevoukas  
Christina Tsevoukas (Apr 2, 2019)  
Approved as to Form by City Attorney CT  
Date

04/02/19

Date

Joey Zapata  
Joey Zapata (Apr 2, 2019)  
By City Manager

04/02/19

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195678

EFFECTIVE DATE

03/28/2019

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 APR 2 2 19  
 2 PM

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

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

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

Vendor Name: Lead Strong Inc. Vendor No. VC19451

Subject: Human Resources Strategic Planning Session Facilitation

Lead Dept: Human Resources

Action Requested: Facilitation of full-day Human Resources Strategic Planning Session for 12 HR professional and to provide continued Strategic Planning Consultation in the development of the 3 year plan.

Contract Number:	PER-2019-00009892	Contract Term:	April 2019	to	April 2020
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Background: Several HR subgroups have been combined under one umbrella to form a new area of focus. The Strategic Planning session is designed to establish clarity around the new team's purpose, mission, goals, and roles; create an engaged, cohesive, and unified team; and develop strategies that align with HR, the City of Dallas, and customers.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PER	1438		3361	CX	-	\$1,083.33
0001	PER	1426		3361	CX	-	\$15,000
0001	PER	1432		3361	CX	-	\$2,166.67
Financing:						TOTAL:	\$18,250.00

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

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

By Department Director

3/28/19

Date

Approved as to Form by City Attorney

4/2/2019

Date

By City Manager

3/28/19

Date



# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195679

EFFECTIVE DATE

3-20-19 SA

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

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

RECEIVED  
 2019 APR 9 AM 9:18  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Juan A. Cervantes Vendor No. VS99986

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Juan Cervantes. The vendor will provide Boxing classes to the citizens of Dallas.  
Contact: Steve Baker, 214-670-8885

NTPCL

Contract Number: PKR-2019-00009725 Contract Term: 04/1/2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX- PKR-2019-00009725	\$10,000.00
						-	
						-	
Financing: Current Fy						TOTAL:	\$10,000.00

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

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

*Wini Wini* 3-19-19  
By Department Director Date

*[Signature]*  
Robert Kotahi, President  
Park and Recreation Board

*Christine Lamer* 3-25-2019  
Approved as to Form by City Attorney Attested by Date

*[Signature]* 3/20/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195680

EFFECTIVE DATE

FEB 19 2019

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

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

CITY SECRETARY  
 DALLAS, TEXAS  
 FEB 19 2019 AM 0:19

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

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

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

Vendor Name: Cynthia V. Anzaldua Vendor No. 342514  
Subject: Art Enrichment Vendor – After School Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$6,000.00 for Cynthia V. Anzaldua. The vendor will provide a Visual Arts Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 30 classes will be implemented during the proposed contract term.  
Contact: Sergio Garza Jr. (214) 670-8039  
Contract Number: PKR-2019-00009357 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009357	\$6,000.00
Financing: Multi-Year Funding Project # 0341-19-5789-100						TOTAL:	\$6,000.00

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

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

*[Signature]* 2.12.19  
By Department Director Date

*[Signature]* 3/5/19  
Approved as to Form by City Attorney Attested by: Date

*[Signature]*  
Robert Abner, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195681

EFFECTIVE DATE

2-19-19

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

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

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

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

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

Vendor Name: Selestino Barron Vendor No. VS0000027073

Subject: Fitness/Health Enrichment - After School Program

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$7,875.00 for Selestino Barron. The vendor will provide a Hispanic Folk Art Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 63 classes will be implemented during the proposed contract term.  
Contact: Sergio Garza Jr. (214) 670-8039






Contract Number: PKR-2019-00009347 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009347	\$7,875.00
						-	
						-	
Financing:		Multi-Year Funding		Project # 0341-19-5789-100		TOTAL:	\$7,875.00

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

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

 2.12.19 Date  
 3/5/19 Date  
 Robert Avila, President  
 By City Manager 2/19/19 Date  
 Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195682  
EFFECTIVE DATE

3-20-19 SA

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

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

CITY SECRETARY  
DALLAS, TEXAS  
APR 3 AM 8:18  
195682

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

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

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

Vendor Name: Mary Thomas Vendor No. VS99491

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Mary Thomas. The vendor will provide Innovative Therapy classes to the citizens of Dallas.

Contact: Steve Baker, 214-670-8885  
Contract Number: PKR-2019-00009723 contract Term 4/1/2019 to 09/30/2019

NTPCL

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX- PKR-2019-00009723	\$10,000.00
						-	
						-	
Financing: Current - FY						TOTAL:	\$10,000.00

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

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

*[Signature]* 3-19-19  
By Department Director Date

*[Signature]* 3-25-2019  
Approved as to Form by City Secretary Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 3/20/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195683

EFFECTIVE DATE

3-20-2019  
2019 APR 3 AM 8:18  
CITY SECRETARY  
DALLAS TEXAS  
RECEIVED

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

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

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

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

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

Vendor Name: Attila Vari Vendor No. VS72733

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Attila Vari. The vendor will provide Karate classes to the citizens of Dallas.

Contact: Steve Baker, 214-670-8885 *WPKL*

Contract Number:	PKR-2019-00009729	Contract Term:	04/1/2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX - PKR-2019-00009729	\$10,000.00
Financing:						Current FY	TOTAL: \$10,000.00

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

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

*Winn Winn* 3-19-19  
By Department Director Date

*Christine Turner* 3-25-2019  
Approved as to Form by City Attorney Date

*Robert Abahi*  
Robert Abahi, President  
Park and Recreation Board

*Jayoulin* 3/20/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195684

EFFECTIVE DATE

FEB 19 2019

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

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

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

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

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

Vendor Name:	TECO Theatrical Productions dba Bishop Arts Theatre Center	Vendor No.	507328
Subject:	Arts Enrichment Vendor – After School Programs		
Lead Dept:	Park and Recreation		

**Action Requested:** Authorize a master agreement of \$9,025.00 for TECO Theatrical Productions dba Bishop Arts Theatre Center. The vendor will provide a Hip Hop Dance Program and African Storytelling for afterschool participants. (Attached is a lesson plan for the program.) 40 dance classes and 11 storytelling sessions will be implemented during the contract term.

Contact: Sergio Garza Jr. (214) 670-8039

Contract Number:	PKR-2019-00009346	Contract Term:	3/1/2019	to	9/30/2019
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**Background:** Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009346	\$9,025.00
						-	
						-	
<b>Financing:</b>		Multi-Year Funding		Project # 0341-19-5789-100		<b>TOTAL:</b>	\$9,025.00

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

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

*[Signature]* 2.12.19  
By Department Director Date

*[Signature]* 3-4-2019  
Approved as to Form by Attested by Date

*[Signature]*  
Robert Abiam, President  
Park and Recreation Board

*[Signature]*  
By City Manager

2/12/19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195685**  
**EFFECTIVE DATE**

MAR 05 2019

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Annual Advertising Campaign - 2019.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Vendor Name: KTVT-TV Vendor No. 513834  
Subject: DFW Golf Weekly  
Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$30,175.00 for KTVT-TV. The vendor will provide five eight - minute marketing segments for 2019 airing twice a week for fourteen weeks on KTVT and KTXA 21, which will highlight golf and encourage golfers to play at the City of Dallas' golf courses. Live segments on webpage and email blast once a month will also be provided. The campaign will feature a total of 150 promotional spots over the course of seven months.  
Contact: John Lawrence (214) 670-8860  
Contract Number: PKR-2019-00009603 Contract Term: 03/01/2019 to 02/28/2020

Background: The City of Dallas operates six public golf courses and five tennis centers across Dallas. Golf and tennis play are a major source of revenue for the City of Dallas and it is essential to promote our quality golf courses and tennis centers as well as advertise our great value.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009603	\$30,175.00
						-	
						-	
Financing: Current FY						TOTAL:	\$30,175.00

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

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


*Robert Abtahi* 3-01-19  
By Department Director Date  
*Robert Abtahi*  
President  
Park and Recreation Board

*Christine Lanna* 3-8-2019  
Approved as to Form by City Attorney Attested by: Date  
*Christine Lanna*  
Secretary  
Park and Recreation Board

*John Lawrence* 3-5-19  
By City Manager Date

ORIGINAL - City Secretary

REV 11/2018

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>195686</b>
		<b>EFFECTIVE DATE</b>
		<b>MAR 08 2019</b>

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: **Oncor Electric Delivery Company, LLC** Vendor No. **399181**

Subject: **Electrical Line Relocation at Singing Hills Recreation Center**

Lead Dept: **Park and Recreation**

Action Requested: **Authorize an Agreement with Oncor electrical service for the relocation of existing electrical lines, in the amount of 19,613.07.**

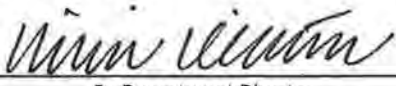
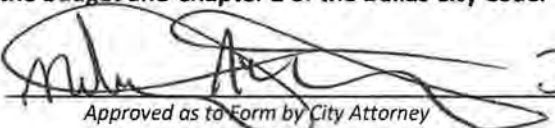
Contract Number:	PKR-2019-00009677	Contract Term:	N/A	to	N/A
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Background: **The electrical line is being relocated because it interferes with the addition at the Singing Hills Recreation Center Phase 2.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB22	MMCF	4599	PK17VB22	CX- PKR-2019-00009677	\$19,613.07
						-	
						-	
Financing: 2017 Bond Funds - Park and Recreation Facilities (B)						<b>TOTAL:</b>	<b>\$19,613.07</b>

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

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

 3.05.19  3/25/19  
 By Department Director Date Approved as to Form by City Attorney Date

 3-8-19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195687

EFFECTIVE DATE

03/28/2019

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

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

CITY SECRETARY  
DALLAS, TEXAS  
29 APR -- 3 PM  
RECEIVED

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

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

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

Vendor Name: Lane Staffing, Inc. Vendor No. VS0000050443

Subject: Add job classifications + overtime rates

Lead Dept: OPS

Action Requested: Supplemental Agreement No. 2 to Authorize overtime rates for job classification to the Service Contract, per attached pricing quote (16-1721).

Contract Number: POM-2016-00001233 Contract Term: 11/6/2016 to 11/5/2019

Background: On October 26, 2016, City Council awarded a three-year term service contract to Lane Staffing, Inc. (VS0000050443) for temporary labor in the amount of \$14,783,392.68 by Resolution (16-1721). The supplemental agreement will allow for overtime rates to be paid to the job classifications listed in the rate quote attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- MA	
						-	
						-	
Financing:						TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	16-1721	10/26/2016	\$14,783,392.68	\$0	\$14,783,392.68	

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

*[Signature]*  
By Department Director

3/26/19  
Date

*[Signature]* 4/3/2019  
Approved as to Form by City Attorney Date

*[Signature]* 3/28/19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195688

EFFECTIVE DATE

04/02/2019

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR -3 PM 2:00

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

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

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

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

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

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

Vendor Name: UT Southwestern Vendor No. \_\_\_\_\_

Subject: UT Southwestern Mobile Mammogram Unit Department: Human Resources

Action Requested: UT Southwestern to park their mammography Unit on the City Hall Plaza, offering mammograms to interested employees.

Contract Number: PER 2018-00008138 Contract Term: 11/15/2019 To 11/15/2019

Background:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
<b>TOTAL:</b>							\$0.00

Project No: N/A Commodity Code: N/A Financing: N/A

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	N/A	11/15/2019	\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	N/A

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





By Department Director DATE 4/1/19 Approved as to form by City Attorney DATE 4/3/2019  
DATE 4/2/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195689

EFFECTIVE DATE

4/2/2019 *DMU*

RECEIVED  
CITY SECRETARY  
APR 3 2 00 PM '19

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

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

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

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

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

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

Vendor Name: UT Southwestern Vendor No. \_\_\_\_\_

Subject: UT Southwestern Mobile Mammogram Unit *of DC* Department: Human Resources

Action Requested: UT Southwestern to park their mammography Unit on the City Hall Plaza, offering mammograms to interested employees.

Contract Number: PER 2018-00008138 Contract Term: 5/17/2019 To 5/17/2019

Background:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$0.00
<b>TOTAL:</b>							\$0.00

Project No: N/A Commodity Code: N/A Financing: N/A

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	N/A	5/17/2019	\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	N/A

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

*Accog* 4/1/19 DATE Approved as to form by City Attorney 4/13/2019 DATE  
 By Department Director  
 By Assistant City Manager 4/2/2019 DATE



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195690

EFFECTIVE DATE

3/27/2019 *BM*

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

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

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 CITY SECRETARY  
 DALLAS, TEXAS  
 APR 3 PM 2:09

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

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

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

Vendor Name: ACTION SHRED OF TEXAS, LLC Vendor No. 514577

Subject: DOCUMENT SHREDDING

Lead Dept: CIVIL SERVICE DEPARTMENT

Action Requested: AUTHORIZATION TO PAY VENDOR FOR TWO ON-SITE SHREDDINGS OF COPIES OF TEST BOOKS, DOCUMENTS THAT ARE PAST THEIR RETENTION (WITH APPROVAL TO BE DESTROYED) AND DOCUMENTS THAT DO NOT REQUIRE APPROVAL FOR DESTRUCTION

Contract Number: CVS-2019-00009855 Contract Term: to

Background: DOCUMENTS CONTAINING SENSITIVE INFORMATION, EXTRA EXAM BOOKLETS, AND DOCUMENTS USED FOR ASSESSMENT CENTERS ARE SHREDDED ONCE A YEAR AS APPROVED FOR SECURITY PURPOSES.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CVS	1412		30710		CX-CVS-2019-00009855	700.00
						-	
						-	
Financing:						TOTAL:	\$700.00 <i>BM</i>

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

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

*[Signature]*  
By Department Director

3/21/19  
Date

*[Signature]* 4/3/2019  
Approved as to Form by City Attorney Date

*[Signature]* 3/27/19  
By City Manager Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195691
		EFFECTIVE DATE
		March 08, 2019

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

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

RECEIVED  
 2019 MAR 8 PM 3:14  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name:	Margy Waller	Vendor No.	
--------------	--------------	------------	--

Subject:	Honarium for Arts Advocacy Day Guest Speaker
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Lead Dept:	Office of Cultural Affairs
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Action Requested:	Authorization is requested to pay an honorarium to Margy Waller for serving as guest speaker at an Arts Advocacy Day event on April 23, 2019 at the Latino Cultural Center. Arts Advocacy Day is an opportunity for everyone interested in the arts to learn more about current arts issues, and new initiatives and concepts.				
Contract Number:	OCA-2019-00009766	Contract Term:	4/23/2019	to	4/23/2019

**Background:** Margy Waller is an advocate for creating community through the arts. She is a Senior Fellow at Topos Partnership (a national strategic communications organization), founder and Serendipity Director of Art on the Streets, and was a leader in the transformation of ArtsWave, an arts advocacy and support non-profit. She is an advisor on national initiatives to Americans for the Arts, Local Initiatives Support Corporation (LISC), and ArtPlace America. Previously she was Visiting Fellow at the Brookings Institution, with a joint appointment in the Economic Studies and Metropolitan Policy programs.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4888		3070		CX OCA-2019-00009766	\$2,000.00
							-	
							-	
<b>Financing:</b>		General Fund					<b>TOTAL:</b>	\$2,000.00

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

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

*Jennifer Scripps*  
 By Department Director


Mar 8, 2019  
 Date

*Taylor Floyd*  
 Approved as to Form by City Attorney  
 Mar 29, 2019  
 Date

*Joyce [Signature]*  
 By City Manager

Mar 8, 2019  
 Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	195692	EFFECTIVE DATE
	Mar 19, 2019	

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

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

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

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

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

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

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

Vendor Name: **JESUS EVELIO FLORES** Vendor No. VS0000018327

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested for consultant's dance company, Mitotiliztli Yaotollohtl to present performances and workshops as directed by the Office of Cultural Affairs that use interactive performances in the cultural and artistic tradition of the Mexihua-Nahuatl (Aztec). The performances, entitled *Mexican Mitote*, can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy

Contract Number: OCA-2019-00009227 (00024114) Contract Term: 3/25/2019 to 9/30/2019

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$14,350.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC OCA-2019-00009227	\$14,350.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$14,350.00

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

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

Jennifer Scripps  
Jennifer Scripps (Mar 19, 2019)  
 By Department Director


Mar 19, 2019  
 Date

Christen Sutton  
Christen Sutton (Apr 2, 2019)  
 Approved as to Form by City Attorney

Apr 2, 2019  
 Date

Judy Zappala  
Judy Zappala (Mar 19, 2019)  
 By City Manager

Mar 19, 2019  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195693
		EFFECTIVE DATE
		Mar 18, 2019

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 2019 MAR 18 3 14 PM  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

Vendor Name:	<b>FATIMA-AYAN MALIKA HIRSI</b>	Vendor No.	VC18487
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall present a project entitled, "Their Lives Mattered". The project will involve a series of interviews with poets and performing artists and poems set to originally composed music that will be in remembrance of Santos Rodriguez and Botham Jean who were victims of police killings. Consultant will match interviews with poets, dancers, and performance artists to artistically interpret the interviews. The project will culminate with a free-to-the-public, evening performance on September 6<sup>th</sup> on the anniversary of Botham Jean's death. This project will serve as a timepiece for Dallas residents showing how these police incidents affect diverse cultures. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00009336 (00024180) Contract Term: 3/18/2019 to 9/30/19

**Background:** The fee for this service is **\$10,900.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$5,450.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$5,450.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$10,900.00	
Financing: General Fund							<b>TOTAL:</b>	\$10,900.00

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

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

Jennifer Scripps  
Jennifer Scripps (Mar 17, 2019)  
 By Department Director

Mar 17, 2019  
 Date

Christen Sutton  
Christen Sutton (Apr 2, 2019)  
 Approved as to Form by City Attorney

Apr 2, 2019  
 Date

Jessica [Signature]  
Jessica [Signature] (Mar 18, 2019)  
 By City Manager

Mar 18, 2019  
 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195694

EFFECTIVE DATE

2/21/2019  
CITY SECRETARY  
DALLAS TEXAS  
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MAR -3 PM 4:32

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

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

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

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

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

Vendor Name: Educational Messages Services, Inc. Vendor No. VS100035

Subject: Texting for WIC Services

Lead Dept: Office of Community Care / WIC Services

Action Requested: Request a Service Agreement with Educational Messaging Services to provide messaging services for the City of Dallas Women Infant Children WIC program. The application delivers automatic educational texts for prenatal and postpartum periods and live two-way conversational texting as managed by Peer Counselors and Nutritionists.

Contract Number: OCC-2019-00009494 Contract Term: April 1, 2019 to ~~April 1, 2020~~ March 31, 2020

Background: The City of Dallas WIC program provides nutrition and breastfeeding support for City of Dallas and Dallas County citizens. WIC serves pregnant women, new mothers, infants and children through our classes, one-on-one counseling and our strong network of community referral partners. The current generation of new mothers uses their mobile phones and tablets for information and education. WIC will use the texting platform to remind the mom of appointments and assistance. The convenience of texting platform will also eliminate the need for most phone calls - which are often unanswered and not returned.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F5551	OCC	3842		3099		- OCC-2019-00009494	\$5,995
						-	
						-	
Financing:						TOTAL:	

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

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

*[Signature]*  
By Department Director Date 2/15/19

*[Signature]*  
Approved as to Form by City Attorney Date 4/2/19

*[Signature]*  
By City Manager Date 2/21/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195695

EFFECTIVE DATE

03/18/2019

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

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

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 APR 11 2019  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Control Technologies Vendor No. VC0000001148

Subject: Purchase of FLIR ITS Products

Lead Dept: Transportation

Action Requested: The FLIR ITS product Control Technologies is providing to the city is a new technology which will be installed at intersection Churchill and Preston. This product provides passive detection for pedestrian crossing the intersection.


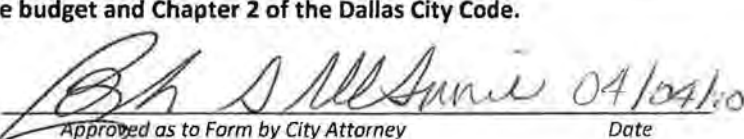

Contract Number: TRN-2019-00009777 Contract Term: April 2019 to May 2019

Background: Control Technologies is the sole source for purchasing of FLIR products. This is the first-time the City of Dallas (Department of Transportation) is working with Control Technologies to purchase this product. The product they are providing is new technology and training will be included for staff to operate/maintain in the future.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	TRN	3037	THRG	4820		-	\$12,946.55	
						-		
						-		
Financing:							TOTAL:	\$12,946.55

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

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

 By Department Director Date 3/18/19  
 Approved as to Form by City Attorney Date 04/04/19  
 By City Manager Date 3/18/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195696

EFFECTIVE DATE

04/04/19

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

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

RECEIVED  
CITY SECRETAR  
DALLAS, TEXAS  
MAR -4 AM 11:3

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

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

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

Vendor Name: Environmental Protection Agency Vendor No. \_\_\_\_\_

Subject: Superfund Lane Plating Works, Inc. Investigation

Lead Dept: Sustainable Development and Construction – Real Estate **10EQS**

Action Requested: Authorize Administrative Action allowing the Environmental Protection Agency (EPA) to access City owned property for the purpose of investigation regarding the Superfund Lane Plating Works, Inc. site in District 8. No cost consideration to the City.

Contract Number:	N/A	Contract Term:	04/01/2019	to	04/01/2029
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Background: The Lane Plating Works, Inc. facility (the site) filed for bankruptcy in 2015 and federal and state agencies mobilized to address releases of contaminants into the environment. In 2018, the EPA submitted the site for the National Priorities Listing Superfund Program for access to federal funds for remedial and cleanup activities. EPA is requesting access to City owned property to fully delineate the extent of contamination. The access agreement will be in place starting 04/01/19 and conclude when a Record of Decision has been achieved for the site.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	N/A	N/A	N/A	N/A	N/A	N/A N/A	\$0.00
						-	
						-	
Financing:						TOTAL:	

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

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

*[Signature]*  
By Department Director

4/1/19  
Date

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

04/04/19  
Date

*[Signature]*  
By City Manager  
Date 04/04/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195697

EFFECTIVE DATE

Apr 3, 2019

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

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

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

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

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

Vendor Name: X-Ray Sales and Services Vendor No. 339589

Subject: Software Support Program for the VieWorks DR System

Lead Dept: The Dallas Animal Services

Action Requested: Authorize services with the vendor for the renewal of the software support for th VieWorks DR (Digital Xray) System used by Dallas Animal Services.

Contract Number: MC-00009561 Contract Term: 2/12/19 to 2/11/21

Background: Dallas Animal Services intakes over 35,000 annually. It is our mission to provide the best care possible to all animals that we see. The digital xray equipment is an essential tool used to evaluate severity of injuries of animals that come to the shelter. On-going maintenance of the equipment's software are important for the one going success of our imaging services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DAS	3575	CC03	3110		- DAS-2019-00009561	\$3,000
						-	
						-	
Financing: Current funds						<b>TOTAL:</b>	\$3,000.00

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

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

*Edward Jamison*  
Edward Jamison (Apr 3, 2019)  
By Department Director

Apr 3, 2019  
Date

*Sierra Hall*  
Apr 4, 2019  
Approved as to Form by City Attorney  
Date

*North*  
By City Manager

Apr 3, 2019  
Date

SC



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195698

EFFECTIVE DATE

3-7-19 mm

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): 6 month extension  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
APR 4 PM 2

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

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

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

Vendor Name: Herc Rentals, Inc. Vendor No. 146874

Subject: 6-month extension

Lead Dept: Equipment and Fleet Department

Action Requested: Authorize extension of service contract with Herc Rentals, Inc. for an additional 6 months for the rental of vehicles and equipment under the same terms and conditions.

Contract Number:	POM-2017-00001594	Contract Term:	3-21-19	to	9-20-19
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Background: On March 22, 2017 City Council authorized a two-year service contract in an amount not to exceed \$4,192,108.00 by Resolution No. 17-0477 resulting from Solicitation No. BN1605. This extension will allow for the continuation of service vehicle and equipment rental under the same terms and conditions.

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-0477	03/22/2017	\$4,192,108.00	\$0.00	\$ 0.00	0.00%

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

*[Signature]*  
By Department Director  
11.4.19

2/27/19  
Date

*[Signature]* 4-1-19  
Approved as to Form by City Attorney  
Date

*[Signature]*  
By City Manager

3/7/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195699

EFFECTIVE DATE

3-9-2019 MAM

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

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

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

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

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

Vendor Name: Hitachi Vantara Corporation Vendor No. VS87122

Subject: Security camera installation at Park Maintenance District 6 Service Center

Lead Dept: Park and Recreation

Action Requested: Authorize a service contract for the provision and installation of a CCTV security system at Park Maintenance District 6 Service Center located at 10760 Bekay Street.

Contact: Raul De La Rosa (214) 671 9846

Contract Number:	PKR-2019-0000-9446	Contract Term:	NTP	to	10/12/2019
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Background: The park maintenance Fair Oaks District 6 Service Center currently located at 7803 Fair Oaks Ave, will be moving to a new facility located at 10760 Bekay Street. This service will allow for the provision and installation of a CCTV security system at the new location to ensure the continued security of the staff, premises and grounds maintenance equipment. Hitachi Ventura is the lowest of three (3) responsible bidders for this scope of work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
4T00	PKR	P763	AISF	3092	PKP763.1	CX- PKR-2019-00009446	\$49,465.38
						-	
						-	
Financing: 2006 Bond Fund						TOTAL:	\$49,465.38

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

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


*Mini Minn* 3-07-19  
By Department Director Date

*Sueisha Lilla* 3/29/19  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 3-8-19  
By City Manager Date Attested by:



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195700
		EFFECTIVE DATE
		April 03, 2019

RECEIVED  
 CITY SECRETARY  
 APR 03 2019 AM 8:29

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: Charles Gojer and Associates, Inc. Vendor No. 090748

Subject: Structural Engineering for DPD Memorial

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to enter into a supplemental agreement to extend the project time line, increase the contract amount, and update requirements for the services for the engineering plan for the installation of a DPD memorial.

Contract Number:	OCA-2018-00006132	Contract Term:	4/25/2018	to	12/31/2019
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Background: The Police Memorial, designed by Barvo Walker, consists of 5 bronze plaques attached to a granite clad 12ft high reinforced concrete wall. A topographic fields survey, civil engineering designs and structural engineering are required for construction. Gojer will provide these services as well as construction phase site visits. Charles Gojer is a well-respected structural engineer and has worked with Public Art as well in important projects.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
8P44	PBW	N819	PUBA	4425	PB98N 819	MASC OCA-2018-00006132	\$18,750.00
						-	
						-	
Financing: 1998 Bond Funds						<b>TOTAL:</b>	\$18,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-5991	5/9/2018	\$12,600.00	\$0.00	\$ 18,750.00	48.8%

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

*Jennifer Scripps*  
By Department Director

Apr 3, 2019  
Date

*Taylor Floyd*  
Approved as to Form by City Attorney

Apr 4, 2019  
Date

*Jayant*  
By City Manager

Apr 3, 2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195701

EFFECTIVE DATE

March 11, 2019

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

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

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

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

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

Vendor Name: Arttitude, Inc. Vendor No. VS96844

Subject: Cultural Contracts

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Arttitude, Inc. for the following service: consultant will provide 35 works of Texas-based Latinx artists Anel Flores and Hector Garza from San Antonio and Camilo Garza from Rio Grande Valley by June 3, 2019 for the Maricon X exhibition. Exhibition will be on view at the Latino Cultural Center from June 7 – July 13, 2019.

Contract Number: OCA-2019-00009693 Contract Term: 3/21/2019 to 6/3/2019

Background: Consultant is a leading LGBTQ Latinx arts collective in Dallas. The fee for this service will not exceed \$5,000.00. Consultant understands that the City of Dallas will pay for services as follows: one installment of \$2,500.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$2,500.00 within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4805		3089		CX OCA-2019-00009693	\$5,000.00
Financing: General Funds							TOTAL: \$5,000.00

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

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

By Department Director

Mar 11, 2019  
Date

Approved as to Form by City Attorney

Apr 3, 2019  
Date

By City Manager

Mar 11, 2019  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195702

EFFECTIVE DATE

Apr 3, 2019

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

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

RECEIVED  
 APR 5 AM 11:00  
 CITY SECRETARY  
 DALLAS TEXAS

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

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

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

Vendor Name: ARGA NOVA DANCE Vendor No. 335417

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall produce the dance concert, *Rite 24*. The concert features a new dance production of Stravinsky's *Rite of Spring*. Consultant shall also perform *Black Porschia*, a new work with music by Betty Carter. This open-to-the-public production will include a partnership with guest company, Momentum Dance Company. Performances will be held April 12-13, 2019 at the South Dallas Cultural Center with promotional lecture-demonstrations and "mini-performances" occurring the weeks leading to the main performance.

Contract Number: OCA-2019-00009545 (00024227) Contract Term: 04/05/2019 to 05/31/2019

Background: ARGA NOVA DANCE was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$5,400.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$1,350.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$2,700.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or \$1,350.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$5,400.00
						-	
						-	
Financing: General Fund						TOTAL:	\$5,400.00

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

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

Jennifer Scripps  
By Department Director

Apr 3, 2019  
Date

Taylor Floyd  
Approved as to Form by City Attorney

Apr 3, 2019  
Date

[Signature]  
By City Manager

Apr 3, 2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195703

EFFECTIVE DATE

Mar 28, 2019

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

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

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

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

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

Vendor Name: CHAMBER MUSIC INTERNATIONAL, INC. Vendor No. 355378  
Subject: Professional Services  
Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall produce a classical music concert that will bring together five world-renowned classical musicians in a concert of works by composers inspired by European folk music traditions. The ensemble will include violinist Cho-Liang Lin, violinist Stephanie Jeong, violinist Atar Arad, cellist Clive Greensmith, and pianist Jon Kimura Parker. Consultant shall also hold master classes at local Dallas schools in the weeks prior to the main concert. This open-to-the-public concert will take place at Moody Performance Hall on April 20, 2019.  
Contract Number: OCA-2019-00009545 (00024231) Contract Term: 04/01/2019 to 05/31/2019

Background: CHAMBER MUSIC INTERNATIONAL, INC. was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$6,300.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of %25 or \$1,575.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$3,150.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or \$1,575.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$6,300.00
Financing: General Fund							TOTAL: \$6,300.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (City of Dallas 0121)  
By Department Director

Mar 28, 2019  
Date

*Barbara Whitton*  
Approved as to Form by City Attorney  
Date

*Jerry Zappala*  
Jerry Zappala (City of Dallas 0121)  
By City Manager

Mar 28, 2019  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195704

EFFECTIVE DATE

4/19/18

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR -5 PM 02:11

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

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

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

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

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

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

Vendor Name: Northwest Butane Gas Co. *DBA Northwest Propane Gas Co.* Vendor No. 060064

Subject: Fuel, Propane (Grade H-D5) Department: OPS

Action Requested: Authorize a 1 (one) year extension to the current Master Agreement under the same terms and conditions and an increase in funds of \$50,000. This will allow for the new solicitation to be completed.

Contract Number: ~~BD1212~~ *PRW-2018-0006296* Contract Term: 4/25/2018 To 4/24/2019

Background: On April 25, 2012 Dallas Council awarded a three year term master agreement with Northwest Butane Gas Co. (060064) for propane and propane cylinders in the amount of \$228,355.16 by Resolution No# 12-1170 from solicitation BD1212

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	OPS					BD1212	\$50,000.00
<b>TOTAL:</b>							\$50,000.00

Project No: BD1212 Commodity Code: 40503 Financing: General

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
4	12-1170	4/25/2012	\$228,335.16	\$0.00	\$50,000.00	21.94%

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

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

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

By Department Director

*[Signature]* 4/19/18  
DATE

Approved as to form by City Attorney

*[Signature]* 4/25/18  
DATE

By Assistant City Manager

*[Signature]* 4.19.18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195705

EFFECTIVE DATE

2-25-2019 *mcg*

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

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

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

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

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

Vendor Name: RACE FORWARD D/B/A GOVERNMENT ALLIANCE ON RACE AND EQUITY Vendor No.: VC19447

Subject: RACE FORWARD/GARE EQUITY IMPLEMENTATION

Lead Dept: MANAGEMENT SERVICES: OEHR

Action Requested: Authorization for additional consulting, technical support and training for budget staff and the addition of an executive training workshop.

Contract Number: MGT-2019-00008602-1 Contract Term: 12/01/2018 to 12/31/2019

Background: On November 28, 2018 the Dallas City Council approved a contract with Race Forward DBA Government Alliance on Race and Equity. The contract provides that the City of Dallas will become a member of the GARE nationwide consortium of jurisdictions who are committed to Racial Equity. The original contract also provided technical assistance, consulting services and training in order to implement an equity framework with the City of Dallas. The City seeks additional services beyond the original scope to provide for additional training for budget staff and consulting services and technical assistance with the goal of developing racial equity tools for the 2019 – 2021 budget process. The City is also requesting an additional training class for executives and managers on Advancing Racial Equity. The total cost of the additional work is \$34,020 and the proposal is attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1122		3070		CX MGT-2019-00008602-1	\$34,020
						-	
						-	
Financing: General Fund							\$34,020

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	181687	11/28/2018	178,500	0.00	\$ 212,520.00	19%

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

*[Signature]*  
By Department Director

*[Signature]*  
Date Feb 25, 2019

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

*[Signature]*  
Date 4/5/19

*[Signature]*  
By City Manager

*[Signature]*  
Date 2/25/2019

JN



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195706

EFFECTIVE DATE

3-22-19 *mc*

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR -5 PM 1:30

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

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

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

Vendor Name: D Magazine Vendor No. 263988

Subject: Pay invoice for DRC Economic Development – Advertisement

Lead Dept: AVI

Action Requested: Authorize Administrative Action to pay invoice for Run of Book in the D Magazine. Advertising for Dallas Love Field in Magazine not to exceed \$3,900.00.

Contract Number:	AVI-2019-00009828	Contract Term:	3/19/2019	to	9/30/2019
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Background: Dallas Love Field was advertised in D Magazine for "DRC Economic Development". Service is to show the development of Dallas Love Field and the surrounding areas due to the Modernization of DAL. Run of Book not to exceed \$3,900.00. (See Ratification Form)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7710	AV11	3320		CX-AVI-2019-00009828	\$3,900.00
Financing: FY2019 Operating Fund						TOTAL:	\$3,900.00

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

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

*[Signature]*  
By Department Director

*[Signature]* 3/21/19  
Date

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

4/8/19  
Date

*[Signature]*  
By City Manager

*[Signature]* 3/22/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195707

EFFECTIVE DATE

11/20/18

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR -5 PM 1:51

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

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

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

Vendor Name:	University of Texas Southwestern Medical (UTSW)	Vendor No.	904272
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Subject: Contract Renewal Option # 3

Lead Dept: Dallas Fire-Rescue (DFR)

Action Requested: Authorize a final Supplemental Agreement for Mobile Community Healthcare Services (MCHP) to provide services to UTSW's Delivery System Reform Incentive Program (DSRIP) Patients.

Contract Number:	DFD-2019-00008716	Contract Term:	9/5/2018	to	9/4/2019
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Background: On August 12, 2015, by Resolution #15-1478, City Council authorized Dallas Fire-Rescue to provide services to UTSW through MCHP. On November 12, 2014, City Council approved Ordinance No. 29544 amending Chapter 15D of Dallas City Code to expand the role and services provided by DFR to include MCHP. This contract renewal is for the final of the three renewal options under the same terms and conditions.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0001	DFD	ER90	DF02	7564		-
							-	
							-	
Financing:							TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	3	15-1478	9/4/2015		N/A		%

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

11/13/2018
Date
12/7/18
Date

By Department Director
Approved as to Form by City Attorney

11/20/18
Date

By City Manager





# ADMINISTRATIVE ACTION

**ADMINISTRATIVE ACTION**

**195708**

**EFFECTIVE DATE**

See Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

4-9-2019  
2019 APR -5 PM 2:22  
RECEIVED  
CITY SECRETARY  
CITY OF DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name:	Maggiano's Little Italy	Vendor No.	VC0000010367	
Subject:	District 11 Conference & Training Seminar	Department:	Mayor and City Council	
Action Requested:	Authorize catering for Council Member Kleinman's Conference and Seminar Training with City of Dallas Staff and Homeowner's Associations on Monday, April 8 at 6:30pm - 8:30pm at Churchill Recreation Center 6906 Churchill Way Dallas, Texas 75230.			
	Contract Number:	MCC-2019-00010012	Contract Term:	4/8/2019 To 4/8/2019

Background:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MCC	1A11		3020			\$1,404.05
<b>TOTAL:</b>							<b>\$1,404.05</b>

Project No:	Commodity Code:	96219		Financing:	Current funds		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	
						%	

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

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

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

By Department Director DATE 4/3/19

By Assistant City Manager DATE 4/4/19

Approved as to form by City Attorney DATE 4/5/2019



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195709

EFFECTIVE DATE

FEB 19 2019

RECEIVED  
 2019 APR 5 PM 2:28  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Deen Services LTD Vendor No. 339696

Subject: SPD Senior Prom Food

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance for Deen Services, LTD. for \$8,972.07. The vendor will provide the venue, food, staff and parking for the Senior Prom.  
Contact: Daryl Quarles (214) 671-1601

Contract Number:	PKR-2019-00009309	Contract Term:	04/11/2019	to	05/11/2019
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Background: Eddie Deen offers four special event companies to assist in executing an event in any setting. Eddie Deen is committed to creating menus with your special event in mind and prepare them from scratch. It has been enjoyed by millions of people from all over the globe since 1980.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	1726		3020		CX PKR-2019-00009309	\$8,972.07
						-	
						-	
Financing: Current FY						TOTAL:	\$8,972.07

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

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

*[Signature]* 1-31-19  
By Department Director Date


*[Signature]* 3/27/19  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

Attested by *[Signature]* 2/19/19  
Date

*[Signature]*  
ORIGINAL - City Secretary

*[Signature]*  
Secretary  
Park and Recreation Board

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195710
		EFFECTIVE DATE
		Apr 5, 2019

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 APR 5 PM 4:19  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

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

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

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

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

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

Vendor Name:	<b>NATALIA PADILLA</b>	Vendor No.	VC19779
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall present a project entitled, "The Welcoming Project". This project is a two-part project that will begin with a four-week workshop for Dallas high school students on teaching, publication, and design of the Welcoming Book. The welcoming book is a bilingual guide to the City of Dallas. Users of the book will be able to color and navigate a new cultural experience as they learn about the city. The book will serve as an artistic aid to connect and integrate new residents of Dallas. The second phase of the project will involve creating the coloring guidebook that will be printed, published, and donated to new immigrants in Dallas by way of the Dallas Public Library and other venues. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2019-00009336 (00024332)	Contract Term:	4/8/19	to	9/30/2019
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**Background:** The fee for this service is **\$15,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$7,500.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$7,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$15,000.00
						-	
						-	
<b>Financing:</b>						General Fund	
						<b>TOTAL:</b>	\$15,000.00

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

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

Jennifer Scripps  
 Jennifer Scripps (A01 3 2019)  
 By Department Director


Apr 5, 2019  
 Date

Taylor Floyd  
 Taylor Floyd (A01 5 2019)  
 Approved as to Form by City Attorney

Apr 5, 2019  
 Date

Joyce [Signature]  
 Joyce [Signature] (A01 5 2019)  
 By City Manager

Apr 5, 2019  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	195711	EFFECTIVE DATE
	Apr 5, 2019	

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

APR 5 2019  
CITY SECRETARY'S OFFICE  
RECEIVED  
11:19 AM

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

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

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

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

Vendor Name:	ALICIA YVETTE HOLMES	Vendor No.	505598
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall provide a project titled "Felabration 2019". This project is a three-day event that encompasses a MIDnight Afrabeat Class featuring Michelle Gibson. The project will also involve a panel discussion of the emergence of Afrobeat in the U.S. and Dallas' role as a purveyor of this art. The project will also include a three-night musical tribute celebrating Nigerian Afrobeat creator Fela Kuti that will be held at the Winspear Opera House's Hamon Hall. This project is a part of ATPAC's Elevator Project and will take place during Juneteenth weekend as a part of Black Music Month. This project will educate residents of Dallas by way of Dance classes in which participants will learn West African and Afro Caribbean dances and songs. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number:	OCA-2019-00009545 (00024219)	Contract Term:	4/8/19	to	7/31/2019
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**Background:** The fee for this service is **4,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,250.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$2,250.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$4,500.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	<b>\$4,500.00</b>

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

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

Jennifer Scripps  
Jennifer Scripps (Apr 5, 2019)  
By Department Director

Apr 5, 2019  
Date

Christen Sutton  
Christen Sutton (Apr 5, 2019)  
Approved as to Form by City Attorney

Apr 5, 2019  
Date

Jennifer Scripps  
Jennifer Scripps (Apr 3, 2019)  
By City Manager

Apr 5, 2019  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195712  
EFFECTIVE DATE

Apr 5, 2019

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

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

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

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

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

Vendor Name: **MATT BAGLEY** Vendor No. VS94037

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall present a project entitled, "PrintShop a GoGo 2". This project is based on the ability to do mobile printing about anywhere. Consultant shall provide four print-making workshops over a period of four months. The activities are open to all ages and skill levels. Participants will take home fine art prints that they will create in the workshops. These workshops are intended to enhance an understanding of the arts by actively participating in learning about an art form that is accessible and fun. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00009336 (00024182) Contract Term: 4/8/19 to 8/31/2019

Background: The fee for this service is **\$8,800.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$4,400.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$4,400.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$8,800.00
Financing: General Fund						<b>TOTAL:</b>	\$8,800.00

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

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

Jennifer Scripps  
Jennifer.Scripps@cityofdallas.com  
By Department Director

Apr 5, 2019  
Date

Taylor Floyd  
Taylor.Floyd@cityofdallas.com  
Approved as to Form by City Attorney

Apr 5, 2019  
Date

[Signature]  
By City Manager

Apr 5, 2019  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	195713	
	EFFECTIVE DATE	
	March 12, 2019	
See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		

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

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

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

RECEIVED  
 APR -5 PM 4:59  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name:	Adapt/re:Adapt Preservation and Conservation, LLC	Vendor No.	VS87168
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Subject: Conservation of Public Art Bronze

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure services of this vendor for the conservation of the following public art pieces: Henry Moore at City Hall Plaza, African Contribution to the World, Throne of Greatness, Civilian Conservation Corps Worker, Via La Vida at Polk Street in Oak Cliff, Forest Vines, April, Mirror Image, and Gorilla Family Group.

Contract Number:	OCA-2019-00009767	Contract Term:	3/15/19	to	12/31/19
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Background: The Conservator has prepared a preliminary condition report and confirmed the appropriate procedures. The Public art collection requires yearly conservation and maintenance. The Bronze, metal and mixed media pieces listed above require immediate attention. Additionally, three informal proposals were requested and Adapt/re:Adapt is the most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804		3070		EX OCA-2019-00009767 MASC	\$ 48,220.00
Financing: General Funds							TOTAL: \$ 48,220.00

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

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

 By Department Director	Mar 12, 2019 Date	 Approved as to Form by City Attorney	Apr 5, 2019 Date
 By City Manager	Mar 12, 2019 Date		



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
195714  
**EFFECTIVE DATE**  
3-29-19 (DA)

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

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

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 DALLAS, TEXAS

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

Vendor Name: Texas A&M AgriLife Research and Extension Center Vendor No. VC17387

Subject: Water Efficient Classes

Lead Dept: Environmental Quality and Sustainability

Action Requested: Approval to be able to use the Texas A&M Facilities for Training

Contract Number: MGT-2019-00009608 Contract Term: 3/30/2019 to 11/16/2019

Background: Water Conservation will be using the facility to conduct training and classes for our City of Dallas Customers.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0001	MGT	5605			Conservation	-
							-	
							-	
Financing:							<b>TOTAL:</b>	\$800.00

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

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

*[Signature]*  
By Department Director

3/27/19  
Date

*[Signature]* 4/5/19  
Approved as to Form by City Attorney Date

*[Signature]* 3/29/19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195715

EFFECTIVE DATE

3/27/19 RP

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DALLAS, TEXAS  
2019 APR 9 AM 10:13

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

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

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

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

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

Vendor Name: Environmental Lighting Services Vendor No. VS000048383

Subject: Light Pole Maintenance and Repair

Lead Dept: Dallas Water Utilities – Stormwater Operations

Action Requested: Authorize a 1 year extension to the current service contract with Environmental Lighting Services.

Contract Number: TWM-2018-00005559 Contract Term: 03/23/2019 to 03/22/2020

Background: On March 23, 2016, Dallas City Council awarded a two (2) year master agreement with Environmental Lighting Services (VS0000048383); Resolution #16-0415 from solicitation #BQ1526. Contractor shall provide light pole maintenance and repair services as needed for Dallas Water Utilities – Stormwater Operations. This extension will allow the city to continue these services under the same terms and conditions.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
			DWU					MA TWM-2018-00005559
							-	
							-	
Financing:							TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
			03/23/2016	\$84,640.00	\$ 0.00	\$ 0.00	0%

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

By Department Director:

Date: 3/24/19

Approved as to Form by City Attorney:

Date: 4/4/19

By City Manager:

Date: 3/27/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

# 195716

### EFFECTIVE DATE

Apr 8, 2019

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DALLAS, TEXA  
APR - 8 PM 12: 2

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

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

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

Vendor Name:	Deloitte Consulting, LLP	Vendor No.	516612
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Subject: Field Mobility Implementation and Interface Services

Lead Dept: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 24 to amend the SAP Managed and Hosted service contract to allow the adoption of SOW for field mobility implementation and interface project. This action will allow 1,314,950.00 of unallocated funds in the contract to be allocated to the additional scope of services, leaving a balance of \$1,413,940.66.

Contract Number:	DSV-2016-00000418	Contract Term:	4/1/2019	to	3/31/2020
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Background: The amendment will allow for the implementation of a mobile solution for automation of asset management, material management, and field services interface functionality to SAP system. This interface will allow for meter services workforce to execute and manage daily assigned work request via mobile devices.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1614		3070		CT DSV-2016-00000418	\$0.00
						-	
						-	
Financing: Data Services Funds						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	25	13-0488	3/27/2013	\$35,041,449.00	\$0.00	\$35,041,449.00	0.00%


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

Shelia Robinson  
Shelia Robinson (Mar 7, 2019)  
By Department Director

Mar 7, 2019  
Date

Don Knight  
Approved as to Form by City Attorney  
Apr 8, 2019  
Date

Byrd  
By City Manager  
Apr 8, 2019  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195717
		EFFECTIVE DATE
		MAR 08-2019

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: Georgina Castillo Vendor No. VS100022

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Georgina Castillo. The vendor will provide Zumba classes to the citizens of Dallas.

Contact: Steve Baker, 214-670-8885 Contract Term:

Contract Number:	PKR-2019-00009724	Contract Term:	NTP 2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071	N/A	3064	N/A	CX- PKR-2019-00009724	\$10,000.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$10,000.00

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

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

William Ummir 3-07-19  
 By Department Director Date


[Signature] 04-01-2019  
 Approved as to Form by City Attorney Date

[Signature]  
 By City Manager

3-8-19  
 Date Attested by:

ORIGINAL - City Secretary

[Signature]  
 Secretary REV 11/2018  
 Park and Recreation Board

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>  <b>195718</b> <b>EFFECTIVE DATE</b>  <b>MAR 20 2019</b>
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1. Place an "X" in the appropriate box for the approval of:

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

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

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

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

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

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

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

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

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

Vendor Name: Israel United in Christ Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with Israel United in Christ to do litter and debris clean-up at Hamilton Park and on the Cottonwood Trail.  
 Contact: Sloan Anderson (214) 670-0203

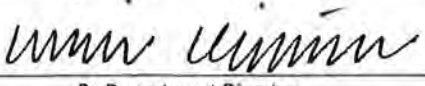
Contract Number:	PKR-2019-00009689	Contract Term:	5/15/2019	to	5/14/2020
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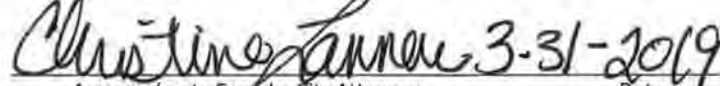
Background: Israel United in Christ is a faith-based organization, committed to changing the hearts and minds of people through Outreach and Volunteer efforts through beautification projects in City Parks. They will conduct litter and debris clean-ups at Hamilton Park and along the Cottonwood Trail at least twice a year.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009689	\$0.00
Financing: No Cost							TOTAL: \$0.00


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

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

 3-18-19  
 By Department Director Date

 3-31-2019  
 Approved as to Form by City Attorney Date

 3/20/19  
 By City Manager Date

  
 Attested by: Secretary



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195719

EFFECTIVE DATE

MAR 26 2019

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

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

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 APR 8 PM 1:31

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

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

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

Vendor Name: Jill Beam Vendor No. VS0000885066

Subject: SPD- Aerobics Group Class

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement for \$2,400.00 for Jill Beam. The vendor will provide aerobics classes for the seniors from March 15, 2019 to September 30, 2019.  
Contact Person: Daryl Quarles 670-0355.

Contract Number:	PKR-2019-00009646	Contract Term:	3/15/2019	to	9/30/2019
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Background: Jill is a member of several professional organizations to include Texas Recreation and Park Society, National Recreation and Park Association, Southwest Park and Recreation Training Institute, and the American Association of American Women. Jill is a certified Jazzercise Instructor and has been instructing classes since 1980. She was the trainer for Jazzercise 1997 through 2008. Jill also teaches Junior Jazzercise to children, K-5, four times a week.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	1726	N/A	3063	N/A	MASC PKR-2019-00009646	\$2,400.00
						-	
						-	
Financing: Current Fund						TOTAL:	\$2,400.00

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

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

*[Signature]* 3-25-19  
By Department Director Date

*[Signature]* 3-31-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
President  
Park and Recreation Board

*[Signature]* 3/26/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195720

EFFECTIVE DATE

FEB 19 2019

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

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

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 DALLAS, TEXAS

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

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

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

Vendor Name: BP Quality Systems Vendor No. VC0000009662

Subject: Installation of Fire Alarm

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$24,179.80 for BP Quality Systems. The vendor will install a new fire alarm panel at Arlington Park Recreation Center. This will include all parts, City of Dallas submittal plans review, inspection fee, lift rental and programming.  
Contact: Brenda Sanders (214) 670-6326

Contract Number:	PKR-2019-00009172	Contract Term:	2/18/2019	to	04/18/2019
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Background: BP Quality Systems has been in business since 1997, they offer custom installations of the latest advancements in burglary, medial emergency and fire technology, they provide installation and 24-hour security and fire monitoring tailored to the security needs of an individual or a business.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5041		3092		CX PKR-2019-00009172	\$24,179.80
						-	
						-	
Financing: Current Funds						TOTAL:	\$24,179.80

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

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

*[Signature]* 2-12-19  
By Department Director Date

*[Signature]* 3-25-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Altoni, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195721

EFFECTIVE DATE

MAR 26 2019

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

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

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 DALLAS, TEXAS

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

Vendor Name:	Ezequiel Escamilla	Vendor No.						
Subject:	Approval of Concession Permit							
Lead Dept:	Park and Recreation							
Action Requested:	Authorize the approval of a temporary food and beverage permit for Ezequiel Escamilla, a representative of E&E Concessions (Contractor) for the use of Fair Oaks Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A.  Contact: Nicole Chauncey (214) 670-8568							
	Contract Number:	PKR-2019-00009244	Contract Term: NTP to 11/30/2019					
Background:	The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than ten months.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009244	\$0.00
							-	
							-	
	Financing: No Cost To The City						<b>TOTAL:</b>	\$0.00
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage	
						\$ 0.00	%	

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

515. Winnie Winnie 3-25-19  
By Department Director Date

Christine Tanner 3-31-2019  
Approved as to Form by City Attorney Date

[Signature]  
Robert Abbott, President  
Park and Recreation Board

[Signature] 3/26/19  
By City Manager Date

Attested by:  
[Signature]  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195722

EFFECTIVE DATE

MAR 05 2019

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DALLAS TEXAS  
MAR 05 2019 1:31 PM

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

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

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

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

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

Vendor Name: Any Event Productions Vendor No. VC19802

Subject: AV/Audio/Stage for the 2019 Volunteer Appreciation Luncheon

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$2,326.00 for Any Event Productions. The vendor will provide AV/Audio services and a stage for the 2019 Volunteer Appreciation Luncheon taking place at the Meyerson Symphony Center on April 13, 2019 from 11am-2:00pm.

Contact: Betty Swinners (214) 670-8538

Contract Number: PKR-2019-00009579 Contract Term: 3/13/2019 to 4/13/2019

Background: This is the 4<sup>th</sup> Annual Dallas Park and Recreation Volunteer Appreciation Luncheon honoring individual volunteers, civic groups and corporations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5168		3415		CX PKR-2019-00009579	\$2,326.00
						-	
						-	
Financing: Current FY						TOTAL:	\$2,326.00

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

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

*[Signature]* 2-28-19 *[Signature]* 3/14/19  
By Department Director Date Approved as to Form by City Secretary Date

*[Signature]* 3-5-19  
By City Manager Date

Robert Abtahi, President  
Park and Recreation Board  
*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195723**  
**EFFECTIVE DATE**  
**MAR 20 2019**

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

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

RECEIVED  
 2019 MAR -8 PM 1:14  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Team Marathon Fitness, Inc. Vendor No. VS0000084180

Subject: Fitness & Exercise Equipment

Lead Dept: Park & Recreation

Action Requested: Authorize a one (1) year extension under the same terms and conditions of the master agreement with Team Marathon Fitness, Inc.  
Contact: Shola Adebajo (214) 670-8872

Contract Number:	POM-2018-00006179	Contract Term:	6/10/2018	to	6/9/2019
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Background: On June 10, 2015 Dallas City Council awarded a three year master agreement with Team Marathon Fitness, Inc. (VS0000084180) for the purchase and repair of fitness and exercise equipment for use throughout the City of Dallas in the amount of \$323,000.00 by Resolution 15-1066 resulting from solicitation BA1509. The extension will allow the City to continue purchasing these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX POM-2018-00006179	\$0.00
						-	
						-	
Financing: Current FY						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	15-1066	6/10/2015	\$2,553,650.00	\$0	\$ 0.00	0.0%

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

*[Signature]* 3.19.19  
By Department Director Date

*[Signature]* 4/3/19  
Approved as to Form by City Attorney Date

*[Signature]* 3/20/19  
By City Manager Date

Robert Abtahi, President  
Park and Recreation Board

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board 11/2018





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195724

EFFECTIVE DATE

3-20-2019

SA

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

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

RECEIVED  
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 CITY SECRETARY'S  
 OFFICE  
 DALLAS, TEXAS

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

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

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

Vendor Name: John Gillion Vendor No. VS84970

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with John Gillion. The vendor will teach Fitness skills and training to the citizens of Dallas.  
Contact: Steve Baker, 214-670-8885

Contract Number: PKR-2019-00009722 Contract Term: 04/1/2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX - PKR-2019-00009722	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

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

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

*Wm Wm* 3-19-19  
By Department Director Date

*Christine Lammers* 4-2-2019  
Approved as to Form by City Attorney Attested by: Date


*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Robert Abtahi*  
By City Manager

3/20/19  
Date

*CAH*  
Secretary  
Park and Recreation Board

CONTRACT REQUIRED

 CITY OF DALLAS	<h2 style="margin:0;">ADMINISTRATIVE ACTION</h2> <p style="margin:0;">See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>  <span style="font-size: 2em; font-weight: bold;">195725</span> <b>EFFECTIVE DATE</b>  <span style="font-size: 1.5em;">2-28-2019 SA</span>
-----------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 01:58 PM 11:30

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

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

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

Vendor Name: Fit Life with Yolette Vendor No. VC19082

Subject: Yoga Instructor for Senior Division

Lead Dept: PKR

Action Requested: Authorize a master agreement of \$1,600.00 for Fit Life with Yolette. The vendor will provide yoga classes to the Seniors through the Senior Program Division 2 x per week, at 1hr sessions.

Contact: Daryl Quarles, 214-671-1601 Contract Term:

Contract Number:	PKR-201900009559	Contract Term:	03/31/2019	to	03/30/2020
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Background: Fit Life with Yolette is a group fitness instructor and personal trainer with wellness coaching and healthcare skills. She has been a certified fitness instructor since 2015 with an emphasis on group exercise.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009559	\$1,600.00
						-	
						-	
Financing:		Current FY				<b>TOTAL:</b>	\$1,600.00

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

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

<p style="font-size: 1.5em; font-weight: bold;">[Signature]</p> By Department Director Date: 2-26-19	<p style="font-size: 1.5em; font-weight: bold;">[Signature]</p> By City Manager Date: 2/28/19	<p style="font-size: 1.5em; font-weight: bold;">[Signature]</p> Approved as to Form by City Attorney Date: 03-21-2019
<p style="font-size: 1.5em; font-weight: bold;">[Signature]</p> Robert Abtani, President Park and Recreation Board	<p style="font-size: 1.5em; font-weight: bold;">[Signature]</p> Secretary Park and Recreation Board	





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195727

EFFECTIVE DATE

MAR 20 2019

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

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

RECEIVED  
2019 MAR 29 AM 10:30  
CITY SECRETARY'S OFFICE  
DALLAS, TEXAS

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

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

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

Vendor Name: Lauren Publications Inc. Vendor No. 246181

Subject: Advertising for Summer Aquatics Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a Master Agreement of 9,900.00 for Lauren Publication Inc. (DBA Dallas Child) for online advertising of summer aquatics programs. Online advertising will consist of Eblasts, newsletters and weekend guides. Programs will also be advertised at a booth at the Summer Camp Fair.  
Contact: Robin Steinshneider (214)670-9778

Contract Number: PKR-2019-00009778 Contract Term: 3/18/2019 to 9/30/2019

Background: The City of Dallas operates 19 aquatic venues throughout the city offering swim lessons, swim teams and other aquatic programs. It is essential to promote these low-cost quality programs to our target audience. Dallas Child is a leading resource for mothers age 24 to 54 who make the buying decisions for their children and families in the Dallas area.

Advertising Bidding Exemption Chap 252.022 Gen Exemptions (Sec. 16) State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	MASC - PKR-2019 00009778	\$9,900.00	
Financing:							TOTAL:	\$9,900.00

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

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

*Wimi Wimi* 3.18.19  
By Department Director Date


*Christina Lannan* 4-3-2019  
Approved as to Form by City Attorney Date


Attested by:

*Robert Abrami*  
Robert Abrami, President  
Park and Recreation Board

*Pyraman* 3/20/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195728
		EFFECTIVE DATE

12-26-18 

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

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR-8 PM 2:00

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

<b>Vendor Name:</b>	SUEZ WTS Analytical Instruments, INC.	<b>Vendor No.</b>	358272
<b>Subject:</b>	Elm Fork Total Organic Carbon Instruments' Service Agreement		
<b>Lead Dept:</b>	DWU		

**Action Requested:** The Elm Fork Water Treatment Plant is requesting the awarded vendor to provide: A yearly two visit preventive maintenance service: repairs or service, including parts, labor, and travel expenses to maintain the proper operation of the Total Organic Carbon instruments.

<b>Contract Number:</b>	DWU-2019-00008220	<b>Contract Term:</b>	3/15/2019	<b>to</b>	3/14/2022
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**Background:** The Elm Fork Water Treatment Plant, as required by the Texas Commission On Environmental Quality (TCEQ), monitors the Total Organic Carbon removal from the treatment process. This service plan will provided maintenance and repair to ensure accurate results from the Total Organic Carbon instruments

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0100	DWU	7242	642C	3110		DWU-2019-00008220	\$26,796.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$26,796.00

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

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

 By Department Director	12/21/18 Date	 Approved as to Form by City Attorney	1/25/19 Date
 By City Manager		12/26/18 Date	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195729

EFFECTIVE DATE

Apr 2, 2019

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

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

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

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

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

Vendor Name: AT&T Corp. Vendor No. 268653

Subject: AT&T Managed Services - Supplemental Agreement No. 34 - NICE IEX Professional Services Support

Lead Dept: Communication & Information Services

Action Requested: Authorize SA No. 34 for professional services support related to 3-1-1.

Contract Number:	DSV-2016-00000009	Contract Term:	3/22/2019	to	07/01/2019
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Background: AT&T will provide enhanced support for the 3-1-1 NICE IEX application. The NICE IEX application is used to record telephone requests for non-emergency municipal services. Professional support is necessary to provide maintenance service to the application. This action is a spend-down of the Catalog Services - Various Network Expansions & Projects pricing category valued at \$15,200.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F551	MGT	3841		3099		- DSV-2016-00000009	\$0.00
						-	
						-	
Financing:						No Cost Consideration	TOTAL: \$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	18-1709	11/28/2018	\$33,081,983.75	\$0.00	\$33,081,983.75	0.00%

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

*William Finch*  
By Department Director  
Mar 12, 2019  
Date

*Don Knight*  
Approved as to Form by City Attorney  
Apr 5, 2019  
Date

*Joyce [Signature]*  
By City Manager  
Apr 2, 2019  
Date

CITY OF DALLAS	<b>ADMINISTRATIVE ACTION</b> See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	<b>ADMINISTRATIVE ACTION</b>
		195730
		<b>EFFECTIVE DATE</b>
		4/8/19 KB

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

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

Vendor Name: Transformance, Inc. Vendor No. VS0000063662

Subject: SAMHSA Grant

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Transformance, Inc., to provide financial literacy classes to program participants in the South Dallas Drug Court during FY 18-19. This contract shall not exceed \$5,000.


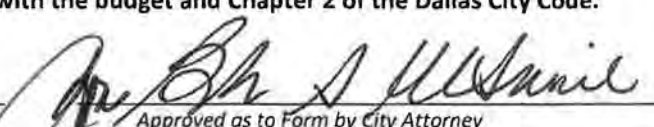
Contract Number: ATT-2019-00010019 Contract Term: 10/1/2018 to 9/30/2019


Background: On September 27, 2017, City Council by Council Resolution No. 17-1534, authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. Transformance, Inc., will provide financial literacy classes to program participants in the South Dallas Drug Court during FY 18-19. This contract shall not exceed \$5,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F560	ATT	3699		3070	FY 18-19	CX ATT-2019-00010019	\$5,000.00	
<b>Financing:</b>							<b>TOTAL:</b>	\$5,000.00

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

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

 4.5.19 Date  4/9/2019 Date  
 By Department Director Approved as to Form by City Attorney

 4/8/19 Date  
 By City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195731

EFFECTIVE DATE

3-26-19 w

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

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

RECEIVED  
2019 APR -9 AM 11:55  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: Agricultural Services, Inc. Vendor No. VS0000032498

Subject: Service Contract Extension

Lead Dept: Office of Procurement Services

Action Requested: Authorize Supplemental Agreement No. 4 with Agricultural Services, Inc. to extend the Service Contract for one year for the removal and disposal of water and debris from storage tanks and containment vaults under the same terms and conditions. (12-0267)

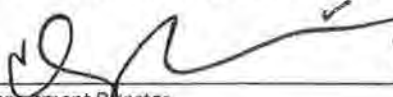
Contract Number: ~~POM-2018-00004365~~ <sup>AD</sup> POM-2016-03001313 Contract Term: 1/24/2019 to 1/24/2020

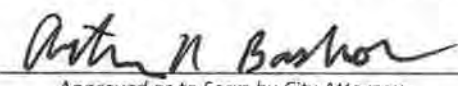
Background: On January 25, 2012, City Council authorized a three-year service contract with Agricultural Services, Inc. (VS0000032498) in the amount of \$277,248.60 by Resolution No. 12-0267 resulting from solicitation BD1201. This service contract provides for the removal and disposal of water and debris from storage tanks and containment vaults.

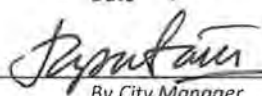
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing: General Services						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	4	12-0267	1/25/2012	277,248.60	\$0.00	\$277,248.60	0%

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

 3/21/19 Date  
 By Department Director

 4/4/19 Date  
 Approved as to Form by City Attorney

 3/26/19 Date  
 By City Manager





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195732

EFFECTIVE DATE

March 18, 2019

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

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

CITY OF DALLAS  
2019 APR - 9  
RECEIVED

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

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

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

Vendor Name: STUDIO SIX ART CONSERVATION, LLC Vendor No. VS90658

Subject: Public Art Conservation services

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to extend the timeline for the services from Studio Six Art Conservation, LLC for conservation services at Fire Station 42. The Conservator has prepared a preliminary condition report and confirmed the appropriate procedures. Weather has delayed the completion of this project.

Contract Number: OCA-2018-00007785 Contract Term: 8/30/2018 to 9/30/19

Background: FS42's sculptural element about the garage bay doors need to be cleaned. The stainless-steel sculpture by Bruce Taylor, 2009, on Mockingbird Lane proximate to Love Field. The sculpture sits above the firetruck bay where trucks idle. The exhaust from trucks and airplanes have dulled the surface with grim. The surface protective lacquer has reached the end of its anticipated lifespan. New lacquer will need to be applied after cleaning. Three informal proposals were requested. Studio Six's is the most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804		3070		CX OCA-2018-00007785	\$9,820.00 \$0
Financing: General Funds						TOTAL:	\$9,820.00 \$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18644	9/4/18	\$9,820.00	0	\$ 0.00	0%

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

Jennifer Scripps  
By Department Director

Mar 18, 2019  
Date

Christen Sutton  
Approved as to Form by City Attorney  
Apr 8, 2019  
Date

[Signature]  
By City Manager

Mar 18, 2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195733

EFFECTIVE DATE

March 11, 2019

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

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

CITY SECRETARY  
 DALLAS, TEXAS  
 MARCH 11 2019

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

Vendor Name: The Center for Art Conservation, LLC Vendor No. VS100152

Subject: Lemmon Plinth Recovery

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of the Center for Art Conservation, LLC to receive, research, and provide conservation services on the wet paper mass found in the stair pillar of the Lemmon seating area. The Conservator will receive the recovered material and create an initiate report on findings. If possible, the conservator will attempt to research, conserve, and recover information from the found mass. The Conservator will provide all equipment, materials and personnel to conserve and recover.

Contract Number: OCA-2019-00009575 Contract Term: 02/22/2019 to 9/30/2019

Background: Built in 1936, The Lemmon Plinth is constructed of extinct Texas Pink Granite, designed by noted Dallas Architect, Mark Lemmon and built with Works Progress Administration funding. During the dismantling of the seating area and stairs, a cavity in the back pillar was found. Inside this cavity was a wet mass which had originally enclosed in a jar. The jar had disintegrated leaving only a shoulder piece. The mass was compressed and deteriorating. Only a specialized conservator might be able to recover some information from this object.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804		3070		CX OCA-2019-00009575	\$3,500
						-	
						-	
Financing: General Funds						TOTAL:	\$3,500

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

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

By Department Director

Mar 11, 2019   
Date

Apr 8, 2019  
Approved as to Form by City Attorney Date

By City Manager Date  
Mar 11, 2019



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195734  
EFFECTIVE DATE

Apr 5, 2019

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

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

CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
APR 5 2 01 PM 2019

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

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

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

Vendor Name: NATIONAL ASSOCIATION OF NEGRO MUSICIANS, DALLAS METROPLEX BRANCH Vendor No. 255966  
Subject: Professional Services  
Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall execute the event, *The Sacred Choral Music Workshop and Concert*. This event is a week-long choral music workshop culminating in a concert that is free and open-to-the-public. The workshop is designed for singers/musicians from across Dallas and will feature a nationally recognized choral clinician who will guide and introduce a repertoire of choral music no longer readily available in the majority of African American churches. The concert will include arrangements and compositions penned by African American composers. The event will offer opportunities for local music educators, church choir directors, and other musicians who wish to improve their skills and knowledge in the preparation of this choral music. The workshop and final concert will take place at the Pearly Gate Baptist Church from June 24-29, 2019.

Contract Number: OCA-2019-00009545 (00024225) Contract Term: 04/08/2019 to 07/31/2019

Background: NATIONAL ASSOCIATION OF NEGRO MUSICIANS, DALLAS METROPLEX BRANCH was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$8,550.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,137.50 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$4,275.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or \$2,137.50, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$8,550.00
						-	
						-	
Financing: General Fund						TOTAL:	\$8,550.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (Apr 3, 2019)  
By Department Director

Apr 5, 2019  
Date

*MPE*  
Mickie De Samples (Apr 2, 2019)  
Approved as to Form by City Attorney

Apr 8, 2019  
Date

*J. [Signature]*  
By City Manager

Apr 5, 2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195735

EFFECTIVE DATE

3-29-19

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR-9 PM 2:44

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

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

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

Vendor Name: Groundwork Dallas, Inc. Vendor No. 37813

Subject: Maintenance Agreement

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a one-year agreement with Groundwork Dallas, Inc. for development and maintenance of various improvements, including trails and other minor enhancements as well as community and volunteer programming within designated and approved City properties.

Contract Number: DWU-2019-0001015<sup>VS</sup> Contract Term: February 2019 to December 7, 2020

Background: Groundwork Dallas Inc. is a Texas non-profit corporation formed to support, maintain and beautify the natural areas within the City of Dallas. Groundwork Dallas, Inc. has maintained an agreement with the City of Dallas for the past 6 years and made great strides as a partner on enhancements to City owned property and wishes to continue the relationship for the future.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	DWU	N/A	N/A	N/A	N/A	- N/A	\$0.00	
Financing:							TOTAL:	0.00 VS

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

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

*[Signature]*  
By Department Director

3/28/19  
Date

*[Signature]* 4/8/2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager 3/29/19 Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195736

EFFECTIVE DATE

FEB 19 2019

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

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

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

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

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

Vendor Name: Clear Channel Outdoor Vendor No. VS0000023083

Subject: Advertising for Bahama Beach Waterpark

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$23,672.00 for Clear Channel Outdoor. The vendor will provide billboard advertising for three 4-week periods from May 20th, 2019 until August 5<sup>th</sup>, 2019.  
Contact: Richard Sharnsky (214) 671-0821

Contract Number: PKR-2019-00009450 Contract Term: 5/1/19 to 9/28/19

Background: The City of Dallas assumed operation of Bahama Beach Waterpark in 2008. Advertising is essential to generate Waterpark attendance. Billboard advertising is specifically targeted to reach drivers in Oak Cliff and the southern sector of Dallas as well as commuters around the DFW metroplex.

Advertising Bidding Exemption Chap. 252.022 Gen Exemptions (Sec 16) State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5164		3320		CX PKR-2019-00009450	\$23,672.00
						-	
						-	
Financing: Current FY						TOTAL:	\$23,672.00

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

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

*[Signature]* 2-14-19  
By Department Director Date

*[Signature]* 03/08/2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195737**  
**EFFECTIVE DATE**  
3-29-19 *MAC*

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

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

Vendor Name: Bradford Airport Logistics, LTD Vendor No. VS0000075481

Subject: Sally Port Dock Master Services

Lead Dept: AVI

Action Requested: Authorize Administrative Action to extend the date of original MASC AVIBAL7730. Agenda item is prepared to go to Council to exercise the second three-year renewal option. Expires 3/31/2019 and seeking to extend service date for an additional 6 months.

Contract Number: AVI-2016-00000426 Contract Term: 3/23/2016 to 10/31/2019

Background: Bradford Airport Logistics is critical to the security of Dallas Love Field. All of AVI incoming merchandise is screened at our Sally Port before it enters the airport or secured area. Bradford is the company that screens the goods and determine if safe to enter premises. Request is to extend date of service for 6 months while renewal option goes to Council to prevent lapse in service.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7730	AV29	3092		MASC AVIBAL7730	\$0.00
Financing: FY2019 Operating Fund						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	13-0377	2/27/2013	\$2,084,874.00	\$191,728.00	\$2,276,602.00	9%

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

*[Signature]* 3/27/19  
By Department Director Date

*[Signature]* 3/29/19  
Approved as to Form by City Attorney Date

*[Signature]* 3/29/19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195738  
EFFECTIVE DATE

3/28/19

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

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

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

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

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

Vendor Name: D Magazine Partners Vendor No. 263988

Subject: Advertisement in DRC Relocation Guide Spring 2019

Lead Dept: ECO

Action Requested: Authorize contract with D Magazine Partners for 1 full pg advertisement in Spring 2019 issue of publication.

Contract Number: ECO-2019-0009765 Contract Term: 3/1/19 to 6/1/19

Background: Insert the reason the City is entering into the contract. Advertisement in DRC Relocation Guide Spring 2019 issue. Purpose is to provide the city exposure to global businesses, workforce & real estate developers looking to invest in/and or expand operations within the city. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ECO	1164		3320	PROG	EX-ECO-2019-0009765	\$2,000.00
					PROG	-	\$0.00
					PROG	-	\$0.00
Financing:						TOTAL:	\$2,000.00


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

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

By Department Director Date 3/15/19

Approved as to Form by City Attorney Date 3/29/19

By City Manager Date 3/28/19

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195739
		EFFECTIVE DATE
		3/28/19

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

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 APR 1 AM 9:47

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

Vendor Name: D Magazine Partners	Vendor No. 263988
----------------------------------	-------------------

Subject: Advertisement in Dallas Innovates Magazine

Lead Dept: ECO

Action Requested: Authorize contract with D Magazine for (1) full pg advertisement in Dallas Innovates 2020 print publication.

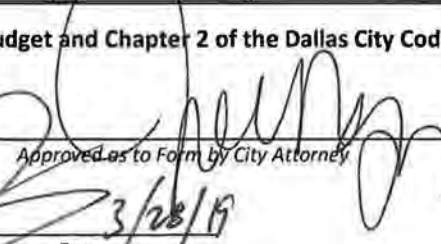
Contract Number: ECO-2019-00009816	Contract Term: 1/1/2020	to 12/31/2020
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Background: Insert the reason the City is entering into the contract. Advertisement in Dallas Innovates 2020 magazine. Purpose is to provide the city exposure to global businesses, workforce & real estate developers looking to invest in/and or expand operations within the city. These leads may create jobs and revitalize neighborhoods.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164		3320	PROG	CX-ECO-2019-00009816	\$3,000.00	
					PROG			
					PROG			
Financing:							TOTAL:	\$3,000.00

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

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

 By Department Director	3/15/19 Date	 Approved as to Form by City Attorney	3/29/19 Date
 By City Manager	3/28/19 Date		



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195743
		EFFECTIVE DATE

3/28/19

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 1 AM 8:47

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

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

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

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

Vendor Name: D Magazine Partners	Vendor No. 263988
----------------------------------	-------------------

Subject: Advertisement in annual Economic Development Guide

Lead Dept: ECO

Action Requested: Authorize contract with D Magazine Partners for full-page advertisement in DRC Economic Development Guide 2019.

Contract Number: ECO-2019-00009762	Contract Term: 2/1/2019	to	12/31/2019
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Background: Insert the reason the City is entering into the contract. Advertisement & editorial in 2019 DRC Economic Development Guide. Purpose is to provide the city exposure to global businesses, workforce & real estate developers looking to invest in/and or expand operations within the city. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ECO	1164		3320	PROG	EX-ECO-2019-00009762	\$4,300.00
					PROG	-	\$0.00
					PROG	-	\$0.00
<b>Financing:</b>						<b>TOTAL:</b>	\$4,300.00

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

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

 By Department Director	3/15/19 Date	 Approved as to Form by City Attorney	3/29/19 Date
 By City Manager		3/28/19 Date	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195744

EFFECTIVE DATE

MAR 26 2019

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

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

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DALLAS, TEXAS  
2019 APR 1 AM 10:15

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

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

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

Vendor Name: Kim Vichitrananda Vendor No. VC08312

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$15,000.00 with Kim Vichitrananda. The vendor will provide Badminton classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885 *NTPC.L.*

Contract Number: PKR-2019-00009734 Contract Term: 04/01/2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009734	\$15,000.00
Financing: Current FY							TOTAL: \$15,000.00

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

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

*Kim Vichitrananda* 3-25-19  
By Department Director Date

*Christine Tanner* 4-4-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jayal...*  
By City Manager

3/26/19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195745

EFFECTIVE DATE

MAR 26 2019

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

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

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

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

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

Vendor Name: Zeta Hall Vendor No. VS99073

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Zeta Hall. The vendor will provide Art classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number:	PKR-2019-00009731	Contract Term:	NTP 2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009731	\$10,000.00
Financing: Current FY							TOTAL: \$10,000.00

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

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

*Wini Wini* 3.25.19  
By Department Director Date

*Christine Lammers* 4-4-2019  
Approved as to Form by City Attorney Date

*RJA*  
Robert Abtahi, President  
Park and Recreation Board

*Jay...* 3/26/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195746

EFFECTIVE DATE

MAR 26 2019

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

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Vendor Name: Min Min Valenti Vendor No. VC12453

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Min Min Valenti. The vendor will provide Tai Chi classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number:	PKR-2019-00009713	Contract Term:	NTP 2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009713	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

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

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

*Min Min Valenti* 3-25-19  
By Department Director Date

*Christine Conner* 4-4-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jayaram* 3/26/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195747  
EFFECTIVE DATE

MAR 26 2019

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

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

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

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

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

Vendor Name: Ronnie Black Vendor No. VS88230

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Ronnie Black. The vendor will provide Youth Basketball classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2019-00009727 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-201-00009727	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

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

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


*Robert Abanti* 3-25-19  
By Department Director Date

*Christine Kuno* 4-4-2019  
Approved as to Form by City Attorney Date

*Robert Abanti*  
Robert Abanti, President  
Park and Recreation Board

*Japunta* 3/26/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195748
		EFFECTIVE DATE
		MAR 26 2019

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

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

Vendor Name: Laurie Bruscato Vendor No. VC12923

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Laurie Bruscato. The vendor will provide Volleyball classes to the citizens of Dallas.  
 Contact: Steve Baker (214) 670-8885

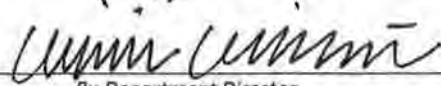
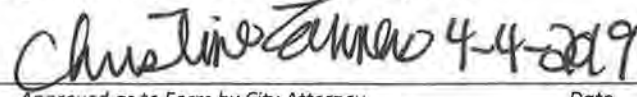
Contract Number: PKR-2019-00009721 Contract Term: NTP 2019 to 09/30/2019


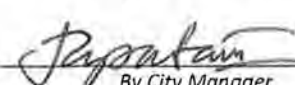

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009721	\$10,000.00
Financing: Current FY							TOTAL: \$10,000.00

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

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

 3-25-19  4-4-2019  
 By Department Director Date Approved as to Form by City Attorney Date

  3/26/19 Attested by:  
 Robert Abtahi, President By City Manager Date 

Secretary  
 Park and Recreation Board



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195749

EFFECTIVE DATE

3-26-19  
MAR 28 2019 Sft

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

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

Vendor Name: Jane Cross Vendor No. VS31953

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Jane Cross. The vendor will provide Art classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number:	PKR-2019-00009712	Contract Term:	NTP 2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009712	\$10,000.00
						-	
						-	
Financing: Current FY						<b>TOTAL:</b>	\$10,000.00

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

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

*William Wynn* 3-25-19  
By Department Director Date

*Christine Zama* 4-4-2019  
Approved as to Form by City Secretary Date

*Robert Abtaly*  
Robert Abtaly, President  
Park and Recreation Board

*Payson* 3/26/19  
By City Manager Date

*Chc*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195750**  
**EFFECTIVE DATE**  
**MAR 26 2019**

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

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

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 APR 11 AM 10:10

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

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

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

Vendor Name: Vincente D'Ingianni DBA Binary Systems Vendor No. V575037

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Vincente D'Ingianni DBA Binary Systems. The vendor will provide Judokai classes to the citizens of Dallas.  
Contact: Steve Baker, 214-670-8885  
Contract Number: PKR-2019-00009718 Contract Term: 4/1/2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX - PKR-2019-00009718	\$10,000.00
Financing: Current Fy							TOTAL: \$10,000.00

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

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

*Robert Abtahi* 3-25-19  
By Department Director Date

*Christine Zomer* 4-4-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jayaraman*  
By City Manager

3/26/19  
Date

Attested by:  
*[Signature]*

Secretary  
Park and Recreation Board





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195751

EFFECTIVE DATE

MAR 28 2019

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

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

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 APR 1 AM 10:15

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

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

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

Vendor Name: Any Event Productions Vendor No. VC19802

Subject: Audio and Visual for Annual Employee Awards Ceremony

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$3,480.00 for Any Event Productions. The vendor will provide audio and lighting rental for the Annual Employee Awards Ceremony being held at the Centennial Building at Fair Park on April 5, 2019. The annual awards program is honoring employees for years of service and dedication to the department as well as the citizens of Dallas.

Contact: Katie Clines (214) 671-1601

Contract Number: PKR-2019-00009597 Contract Term: 3/1/2019 to 5/31/2019

Background: Any Event Productions is a small, customer-focused entertainment company that puts an emphasis on providing top-notch event planning services in Dallas, Texas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5168		3415		CX PKR-2019-00009597	\$3,480.00
Financing: Current FY							TOTAL: \$3,480.00

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

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

*Winnie Williams* 3.27.19  
By Department Director Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

ORIGINAL - City Secretary

*Christine Lamm* 4-5-2019  
Approved as to Form by City Attorney Date

*Jayme* 3/28/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary

Secretary  
Park and Recreation Board  
REV 11/2018



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195752

EFFECTIVE DATE

MAR 26 2019

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

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 APR 1 AM 10:15

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

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

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

Vendor Name: Susan Vincent Vendor No. VS86037

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize a personal service agreement of \$10,000.00 with Susan Vincent. The vendor will provide Art classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2019-00009728 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009728	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

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

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

*Umm Umm* 3-25-19  
By Department Director Date

*Christine Lannew* 4-4-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 3/26/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195753

EFFECTIVE DATE

MAR 26 2019

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

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

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

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

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

Vendor Name: Shirley Payne Vendor No. VS99986

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$35,000.00 with Shirley Allison Payne. The vendor will provide Baton Twirling, Pom Pom, Tap and Ballet classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885  
Contract Number: PKR-2019-00009717 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009717	\$35,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$35,000.00

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

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

*William J. Minner* 3-25-19  
By Department Director Date

*Christina Lammers* 4-4-2019  
Approved as to Form by City Attorney Attested by: Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jay Johnson* 3/26/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195754

EFFECTIVE DATE

MAR 26 2019

RECEIVED  
CITY SECRETARY  
MAY 11 AM 10:15  
DALLAS TEXAS

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

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

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

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

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

Vendor Name: Saundria Jackson Vendor No. VS99305

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Saundria Jackson. The vendor will provide Youth Dance classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2019-00009730 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009730	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

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

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

*Wm Winton* 3-25-19  
By Department Director Date

*Christine Sommer* 4-4-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jay Adams* 3/26/19  
By City Manager Date

*[Signature]*  
Secretary

ORIGINAL - City Secretary

Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195755

EFFECTIVE DATE

MAR 26 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 1 AM 10:15

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Linda Nuno Vendor No. VC19285

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Linda Nuno. The vendor will provide Zumba classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number:	PKR-2019-00009733	Contract Term:	NTP 2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009733	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Wm Wm* 3-25-19  
By Department Director Date

*Christine Panne* 4-4-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
President  
Park and Recreation Board

*[Signature]* 3/26/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195756

EFFECTIVE DATE

FEB 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
FEB 11 AM 10:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Trust for Public Land Vendor No. VS0000009624

Subject: Conservation Finance Study

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement for Trust for Public Land for \$40,600.00. The vendor will provide a study of funding sources and options for Park and Recreation based upon national and local research and experience.

Contact: Ryan O'Connor (214) 670-4124

Contract Number: PKR-2019-00009262 Contract Term: 2/8/19 to 12/31/19

Background: The Trust for Public Land has a dedicated conservation finance division that advises cities around the country on strategies to increase funding opportunities for park systems.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009262	\$40,600.00
						-	
						-	
Financing:		Multi Year Funding		Project # 0355-18-6411-100		TOTAL:	\$40,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winnie Winnie*  
By Department Director

2-14-19  
Date

*Christine Lanier*  
Approved as to Form by City Attorney  
Attested by: Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jay...*  
By City Manager

2/19/19  
Date

*Alber...*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195757

EFFECTIVE DATE

4/4/19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 11 AM 11:00  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: WENZEL WENZEL & ASSOCIATES INC. Vendor No. 502397

Subject: Purchase of Traffic Cones

Lead Dept: Water Utilities

Action Requested: Authorize a one year extension under the same terms and conditions of the master agreement with WENZEL WENZEL & ASSOCIATES INC.

Contract Number: POM-2017-00001557 Contract Term: 04/10/2019 to 04/09/2020

Background: On April 11, 2012 Dallas City Council awarded a five year master agreement to WENZEL WENZEL & ASSOCIATES INC. for the purchase of traffic cones and other traffic control accessories in the amount of \$1,367,447.90 by Resolution 12-1029. This extension will allow the City to continue purchasing these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	OPS					MA- POM-2017-00001557	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
		12-1029	04/11/2012	\$1,367,447.90	\$0.00	\$1,367,447.90	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/2/19  
Date

*[Signature]* 4/10/19  
Approved as to Form by City Attorney Date

*[Signature]* 4/4/19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195758

EFFECTIVE DATE

Apr 8, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: AT&T Corp. Vendor No. 268653

Subject: AT&T Managed Services - Supplemental Agreement No. 33 - WIC Call Center Upgrade

Lead Dept: Communication & Information Services

Action Requested: Authorize SA No. 33 for the purchase of hardware, software and professional services necessary to upgrade the WIC Call Center and implement NICE Recording.

Contract Number:	DSV-2016-00000009	Contract Term:	03/01/2019	to	11/30/2019
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Background: AT&T will provide services necessary to upgrade voice and data components, as well as install and configure NICE Recording in the WIC Call Center. NICE Recording is designed to improve customer experience and facilitate compliance with federal regulations. The software assists the call centers efficiency and audit capabilities as well as flexibility to maintain compliance as regulations change. This action is a spend-down of the Catalog Services - Various Network Expansions & Projects pricing category valued at \$127,196.16.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F551	MGT	3841		3099		- DSV-2016-00000009	\$0.00	
						-		
						-		
Financing:						No Cost Consideration	TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	33	18-1709	11/28/2018	\$33,081,983.75	\$0.00	\$33,081,983.75	0.00%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]  
By Department Director  
Mar 6, 2019  
Date

[Signature]  
Approved as to Form by City Attorney  
Apr 10, 2019  
Date

[Signature]  
By City Manager  
Apr 8, 2019  
Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195759

EFFECTIVE DATE

3-26-19 *sw*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR 11 PM 3:24

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dal-Tech Engineering, Inc. Vendor No. 262063

Subject: Professional Services Contract Extension

Lead Dept: DEV

Action Requested: Authorize supplemental agreement No. 1 for a one-year extension of the term for service contract BNZ1621 for engineering and survey services. (17-0064)  
*6 PM*

Contract Number:	POM-2017-00001149	Contract Term:	12-31-19	to	12-30-20
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Background: On January 11, 2017, City Council authorized a three-year professional services contract with Dal-Tech Engineering, Inc. (262063) in the amount of \$6,256,983.42 by Resolution No. 17-0064 resulting from solicitation BNZ1621. This professional services contract provides engineering services to review plats and plans related to construction projects. This extension will allow for the continuation of services at the same terms and conditions until 12-30-20.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-		
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-0064	1-11-17	\$6,256,983.42	\$0.00	\$6,256,983.42	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 3/21/19 *[Signature]* 4-11-19  
 By Department Director Date Approved as to Form by City Attorney Date

*[Signature]* 3/26/19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195760

EFFECTIVE DATE

3-26-19 pm

CITY SECRETARY  
DALLAS TEXAS  
MAR 16 PM 3:24

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Freese and Nichols, Inc. Vendor No. 347200

Subject: Professional Services Contract Extension

Lead Dept: DEV

Action Requested: Authorize supplemental agreement No. 1 for a one-year extension of the term for service contract BNZ1621 for engineering and survey services. (17-0064)

Contract Number:	POM-2019-00001149	Contract Term:	12-31-19	to	12-30-20
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Background: On January 11, 2017, City Council authorized a three-year professional services contract with Freese and Nichols, Inc. (347200) in the amount of \$2,026,238.10 by Resolution No. 17-0064 resulting from solicitation BNZ1621. This professional services contract provides engineering services to review plats and plans related to construction projects. This extension will allow for the continuation of services at the same terms and conditions until 12-30-20.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-		
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-0064	1-11-17	\$2,026,238.10	\$0.00	\$2,026,238.10	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

3/21/19

Date

Approved as to Form by City Attorney

4-10-19

Date

By City Manager

3/26/19

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**195761**  
**EFFECTIVE DATE**  
3-27-19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Hach Company Vendor No. 029911

Subject: Chlorine Analyzers Service Agreement

Lead Dept: DWU (Southside Wastewater Treatment Plant)

Action Requested: Provide Preventative Maintenance (PM) and repair services for eleven Hach CL17 chlorine analyzers.  
Contract Number: DWU-2019-00009408      Contract Term: 5/07/2019 to 5/06/2022

Background: SWWTP has eleven Hach CL17 Chlorine analyzer instruments which are essential for monitoring the quality of the treated wastewater and complying with state and federal regulations. Some of the CL17 instruments need urgent repairs and PM service. The contractor will perform repairs and PM service, including instrument calibration, throughout the duration of this contract.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0100	DWU	7453	752C	3110		- DWU-2019-00009408	\$49,990.00
							-	
							-	
Financing:							<b>TOTAL:</b>	\$49,990.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

By Department Director: Date: 3/26/19

Approved as to Form by City Attorney: Date: 4/10/19

By City Manager: Date: 3/27/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195762

EFFECTIVE DATE

1/28/19 *AK*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: NICOL SCALES, L.P. Vendor No. 005816

Subject: DWU LABORATORIES' CALIBRATION SERVICES

Lead Dept: DALLAS WATER UTILITIES

Action Requested: THE DWU LABORATORIES ARE REQUESTING THE AWARDED VENDOR TO PROVIDE YEARLY INSPECTION, CALIBRATION AND TESTING OF LAB BALANCES AND OTHER ANCILLARY EQUIPMENT TO ENSURE ACCURATE RESULTS ARE REPORTED TO CITY OF DALLAS CUSTOMERS.

Contract Number:	DWU-2019-00009351	Contract Term:	5/1/2019	to	4/30/2022
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Background: DWU LABORATORIES ARE REQUIRED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) LAB BALANCES AND OTHER ANCILLARY EQUIPMENT ARE CALIBRATED ANNUALLY. THIS SERVICE PLAN WILL PROVIDE THE NECESSARY MAINTENANCE TO ENSURE ACCURATE RESULTS. PLEASE REFER TO BID PROPOSAL 152212 FOR PROPOSED WORK ON EACH LABORATORY'S EQUIPMENT.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
100	DWU	7042	642C	3110		-	\$13,005.00	
100	DWU	7242	642C	3110		-	\$2,700.00	
100	DWU	7272	642C	3099		-	\$3,120.00	
100	DWU	7332	642C	3099		-	\$2,580.00	
Financing:							<b>TOTAL:</b>	\$21,405.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

1/25/19  
Date

Approved as to Form by City Attorney

4-10-19  
Date

By City Manager

1/28/19  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195763

EFFECTIVE DATE

4/11/19 RB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Completion of:  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
APR 11 AM 5:00  
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Messerschmidt Safety Consultants, LLC Vendor No. VC19150

Subject: Collection of Electronic Control Module from a City of Dallas Sanitation Truck

Lead Dept: Dallas Police Department

Action Requested: Authorize Messerschmidt Safety Consultants to complete data download work on a City of Dallas sanitation truck to determine if mechanical problems existed.

Contract Number: DPD-2019- 00009544 Contract Term: to

Background: On July 12, 2018, a City of Dallas Sanitation truck was involved in a major accident. To determine if mechanical problems contributed to the cause of the accident, Messerschmidt Safety Consultants previously attempted to download the internal data collected in the Electronic Control Module (ECM). It was determined that the ECM is too damaged and the components of the old ECM will need to be removed and installed into another ECM to gather the necessary data. This action will fund the completion of the data collection.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2127		3099		CX- DPD-2019- 00009544	7,500.00	
						-		
						-		
Financing:							TOTAL:	7,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director


4/28/19  
Date

By City Manager

Approved as to Form by City Attorney

4/11/19  
Date

4/11/19  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195764
		EFFECTIVE DATE
		4/10/19

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Authorize an MOU with Duncanville ISD  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Duncanville Independent School District Vendor No. 09805

Subject: Memorandum of Understanding between Duncanville ISD and the City of Dallas

Lead Dept: Dallas Police Department

Action Requested: Authorize a Memorandum of Understanding with Duncanville ISD to define polices and procedures related to providing police service to Duncanville ISD.

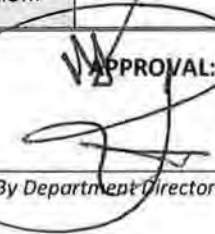
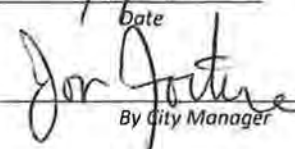
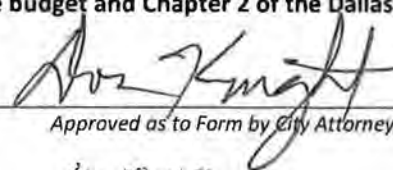
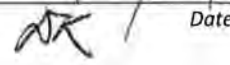
Contract Number:	DPD-2019-00009083	Contract Term:	3/11/2019	to	3/10/2027
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Background: This MOU will provide better utilization of resources by the Dallas Police Department and Duncanville ISD Police Department. This MOU is a formal agreement to clarify jurisdiction, define parameters and areas of responsibilities, and to establish a spirit of cooperation to enhance the services that both agencies provide to the citizens residing within the city limits of Duncanville, in accordance with the provisions of the Texas Education Code, Section 37.081.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	4/11/19 Date  By City Manager	 Approved as to Form by City Attorney 4-10-19 Date	4/11/19 Date 
---------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195765

EFFECTIVE DATE

4/4/19 BB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
APR 11 PM  
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: CLEAR CHANNEL COMMUNICATIONS Vendor No. 339216

Subject: Billboard advertisement for DPD Recruiting Unit

Lead Dept: DPD

Action Requested: Authorize billboard advertising for recruitment efforts.

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: In an effort to attract qualified candidate for police officer, the Dallas Police Department aim to advertise at Eastfield College, which has been a top source of applicants in the past.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2115		3320		CX DPD-2019-00009938	\$4,130.00
Financing:							TOTAL:

CX Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

By City Manager

Approved as to Form by City Attorney

By City Manager

4-11-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195766

### EFFECTIVE DATE

4/4/19 PB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: KNON Vendor No. 515843

Subject: Recruiting advertising

Lead Dept: DPD

Action Requested: Request to authorize a contract for KNON for recruiting advertising within the DFW metroplex.

Contract Number: DPD-2019-00009858 Contract Term: to

Background: KNON 89.3 FM Radio will provide radio commercials for the Dallas Police Department to promote recruiting efforts in the DFW market. These advertisements should reach a target audience of several million people with anticipation of finding qualified applicants to fill open Police Officer positions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		DPD-2019-00009858	\$3,100.00	
Financing: Current Funds							TOTAL:	\$3,100.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

*[Signature]* 4/11/19  
Date  
*[Signature]*  
By City Manager

*[Signature]* 4/11/19  
Approved as to-Form by City Attorney  
Date  
*[Signature]*





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195767

EFFECTIVE DATE

3/28/19 MH

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 12 AM 8:00  
RECORDED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: SL & JLB LLC Vendor No. VC16264

Subject: Summer Camp Program - Service is Rendered

Lead Dept: PKR

Action Requested: Authorize encumbrance of \$3,040.00 for SL & JLB LLC, vendor provided summer camp sports, fitness program services for Campbell Green Recreation Center, included Sports Field Days on 6/4/18, 6/6/18, 6/8/18, 8/13/18, 8/15/18, 8/16/18 and 8/17/18. Service is Rendered.  
Contact: Steven Baker-670-8847

Contract Number: PKR-2019-00009690 Contract Term: 03/04/2019 to 05/01/2019

Background: Kidokinetics programs reveal, enhance and uplift the creative energies tied to thinking and movement. This leads to improved communication, decision making, problem solving and social skills. Their focus on individual achievement through sports helps children develop confidence, desire and discipline.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5041		3063		CX PKR-2019-00009690	\$3,040.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$3,040.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Winnie Winnie 3-27-19  
By Department Director Date

Christina Lerner 4-11-2019  
Approved as to Form by City Attorney Date

Robert Abtahi  
President  
Park and Recreation Board

[Signature] 3/28/19  
By City Manager Date

Attested by:  
[Signature]

Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195768

EFFECTIVE DATE

4-11-2019 msl

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - X c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes X  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes X  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes X  No msl

Vendor Name: DESIGNING THE WE, Inc Vendor No. VC19924

Subject: Undesigning the Redline Exhibit Experience for the City of Dallas

Lead Dept: MANAGEMENT SERVICES: Office of Equity and Human Rights

Action Requested: Authorization to present the Undesigning the Redline Exhibit Experience for the City of Dallas

Contract Number: FHO-2019-00009820 Contract Term: March 25, 2019 to July 31, 2019

Background: This contract will authorize a contract between the City of Dallas and Designing the WE Inc. for exhibition of an Undesigning The Redline Exhibit in City Hall from May 1, 2019 to May 31, 2019. The exhibit is interactive and provides for an opportunity for employees and the public to learn experientially about housing discrimination and the impact that it has had locally and nationally. The total cost of the exhibit and supporting services is \$36,000. A copy of the proposal is attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<del>0001</del> F536	MGT	<del>1119</del> 3538		3070		CX- FHO-2019-00009820	\$36,000
						-	
						-	
Financing: General Fund						TOTAL:	\$36,000

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* Date: March 15, 2019

Approved as to Form by City Attorney: *[Signature]* Date: 4.10.19

By City Manager: *[Signature]* Date: 4/11/2019



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**195769**  
**EFFECTIVE DATE**  
**FEB 19 2019**

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Jill Ann Beam Vendor No. 885066

Subject: Fitness/Health Enrichment – After School Program

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$3,300.00 for Jill Ann Beam. The vendor will provide a Jr. Jazzercise Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 44 classes will be implemented during the proposed contract term.  
Contact: Sergio Garza Jr. (214) 670-8039.

Contract Number: PKR-2019-00009348 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-219-00009348	\$3,300.00
Financing: Multi-Year Funding Project # 0341-19-5789-100							TOTAL: <del>\$0.00</del> 3,300.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2.12.19  
By Department Director Date

*[Signature]* 3/27/19  
Approved as to Form by City Attorney Requested by Date

*[Signature]*  
Robert Abrah, President  
Park and Recreation Board

*[Signature]*  
By City Manager

2/19/19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195770

EFFECTIVE DATE

Apr 5, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
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2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **AMELIA MACISZEWSKI** Vendor No. VC16885  
Subject: Professional Services  
Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a production titled "Sangeet Millennium: South Asian Music and Dance for the World". The multidisciplinary project will be a combination of performances and workshops showcasing the music and dance of the Indian subcontinent as well as educational outreach programs in the community. Two different open-to-the-public performances with world-class performers of instrumental, vocal, and percussion music and non-commercial dance of South Asia will take place in July and September of 2019. The final event of the series will be the fourth annual "Declare World Peace" mini-festival of world music and dance featuring several multicultural acts. This project will provide the Dallas community with an opportunity to experience these art forms through collaborative, interdisciplinary, cross-cultural shows and workshops. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00009545 (00024217) Contract Term: 4/10/2019 to 9/30/2019

Background: The fee for this service is \$5,400.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$2,700.00 of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, (1) payment of 50%, or \$2,700.00, of the award will be payable upon satisfactory completion of subsequent deliverables and all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$5,400.00
						-	
						-	
Financing:		General Fund				TOTAL:	\$5,400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps  
Jennifer Scripps (Apr 5, 2019)  
By Department Director

Apr 5, 2019  
Date

Taylor Floyd  
Taylor Floyd (Apr 12, 2019)  
Approved as to Form by City Attorney

Apr 12, 2019  
Date

[Signature]  
By City Manager

Apr 5, 2019  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195771

EFFECTIVE DATE

2/25/19 Ce

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
FEB 12 PM 4:01

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TPG Pressure, Inc. dba Thompson Pipe Group-Pressure Vendor No. VC19296

Subject: Consent to assignment and assumption

Lead Dept: Office of Procurement Services

Action Requested: Authorize a consent to assignment and assumption from Forterra Pressure, Inc. to TPG Pressure, Inc. dba Thompson Pipe Group-Pressure for the service contract BMZ1615 - Emergency Repair of Large Concrete Pipe.

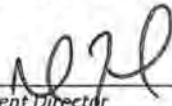

Contract Number: POM-2018-00008164 Contract Term: 12/14/2016 to 12/13/2019



Background: On December 14, 2016, City Council authorized a three-year service contract in the amount of \$619,905.00 by Resolution No. 16-1906 for Emergency Repair of Large Concrete Pipe with Forterra Pressure, Inc. (VC15523) now TPG Pressure, Inc. dba Thompson Pipe Group-Pressure (VC19296). The company legally changed ownership on July 31, 2017.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	16-1906	12/14/2016	\$619,905.00	0.00	\$ 0.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.



  
 By Department Director Date 2/21/19 Approved as to Form by City Attorney Date 4-12-19



  
 By City Manager Date 2/25/19

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195772
		EFFECTIVE DATE
		MAR 28 2019

RECEIVED  
 APR 5 AM 10:20  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Janet M. Ver Fine Vendor No. VS87180

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Janet M. Ver Fine. The vendor will provide Yoga classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number:	PKR-2019-00009726	Contract Term:	NTP 2019	to	09/30/2019
------------------	-------------------	----------------	----------	----	------------

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009726	\$10,000.00
						-	
						-	
Financing: Current FY						<b>TOTAL:</b>	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robert Abrah* 3.27.19  
 By Department Director Date

*Robert Abrah*  
 Robert Abrah, President  
 Park and Recreation Board

*Janet Ver Fine*  
 By City Manager

*Christine Zinner* 4-4-2019  
 Approved as to Form by City Attorney Date

3/28/19  
 Date

Attested by:  
*[Signature]*  
 Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195773

EFFECTIVE DATE

MAR 28 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 FEB 15 AM 10:20

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Richard Magers Vendor No. VS06680

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Richard Magers. The vendor will provide Tennis classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2019-00009720 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009720	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 3-27-19  
By Department Director Date

*[Signature]* 4-4-2019  
Approved as to Form by City Attorney Date  
Attested by:

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]*  
By City Manager

3/28/19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195774

EFFECTIVE DATE

FEB 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No SA

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Animal Edutainment, Inc. Vendor No. 358348

Subject: Enrichment Vendor - After School Program

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$10,815.00 for Animal Edutainment. The vendor will provide an animal ultimate safari program for afterschool participants. (Attached is a lesson plan for the program.) A total of 21 programs will be implemented during the contract term.  
Contact: Sergio Garza Jr. (214) 670-8039.

Contract Number: PKR-2019-00009342 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009342	\$10,815.00
						-	
						-	
Financing:		Multi-Year Funding		Project # 0341-19-5789-100		TOTAL:	\$10,815.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2-12-19  
By Department Director Date

*[Signature]* 3-4-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Adams, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

Attested by:

*[Signature]*  
Secretary  
Park and Recreation Board





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195775

EFFECTIVE DATE

4/4/19 *sc*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 15 PM 1:57  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Grace Audio Visual, LLC " " Vendor No. VS92570

Subject: Library Audio & Visual Repairs

Lead Dept: Library

Action Requested: Authorization to schedule and execute agreement with Grace Audio Visual to repair various audio & visual equipment.

Contract Number: LIB-2019-00009862 Contract Term: 04/01/2019 to 09/30/2019

Background: The original installer of A/V equipment at the Highland Hills Branch Library is no longer in business. Currently, the auditorium A/V equipment is inoperable and in need of repair. Quotes have been solicited from Grace Audio Visual to complete repairs and bring this system back into operation. Proposed work is estimated to cost \$2,236.00 for parts and labor.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5310		2731		- LIB-2019-00009862	\$2,236.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$2,236.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*My Gudice*  
By Department Director

*4.03.19*  
Date

*Grace Hall*  
Approved as to Form by City Attorney

*4/15/19*  
Date

*J. P. ...*  
By City Manager

*4/4/19*  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195776

EFFECTIVE DATE

Apr 5, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAR 15 PM 3:11  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	CYNTHIA MULCAHY	Vendor No.	VS88317
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall provide a project titled "Fauna of Dallas: A Field Guide". This research-based, art project adopts Andy Warhol's sentiment that "Nature is the best art" and explores the rich diversity of fauna in Dallas. The two-sided, four-color guide will highlight select native and seasonal migratory wildlife that can be found throughout the city of Dallas with descriptions of species and habitat, hand painted watercolor illustrations, as well as reproductions of select artworks of fauna in public collections. objects such as the Great Egret in the Trinity River bottoms and/or pecan trees in the 80-year old Moore Park. The free bi-lingual broadsheet will be accessible to the Dallas community for self-guided tours throughout the southern region of Dallas by way of Dallas Public Libraries, City Parks and Recreation Centers, and the Oak Cliff Cultural Center. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024218) Contract Term: 4/8/19 to 9/30/2019

**Background:** The fee for this service is **\$5,400.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$1,350.00** of the total awarded amount upon completion of deliverables one and two and receipt of the consultant's first invoice, one (1) payment of 50% or **\$2,700.00** upon completion of deliverable three and receipt of consultant's second invoice, and one (1) payment of 25%, or **\$1,350.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$5,400.00
							-		
							-		
<b>Financing:</b>							General Fund	<b>TOTAL:</b>	\$5,400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer.Scripps@cityofdallas.gov  
 By Department Director

Apr 5, 2019  
 Date

*Sherry Dyer*  
 Approved as to Form by City Attorney

Apr 12, 2019  
 Date

*Jenny Zepeda*  
Jenny.Zepeda@cityofdallas.gov  
 By City Manager

Apr 5, 2019  
 Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195777

EFFECTIVE DATE

FEB 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 2019 FEB 15 PM 3:53

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No SA

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Junior Players Guild Vendor No. 223195

Subject: Arts Enrichment Vendor - After School Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$8,925.00 for Junior Players Guild. The vendor will provide a Discover Theatre Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 105 classes will be implemented during the proposed contract term.

Contact: Sergio Garza Jr. (214) 670-8039

Contract Number: PKR-2019-00009353 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009353	\$8,925.00
Financing: Multi-Year Funding Project # 0341-19-5789-100							TOTAL: \$8,925.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2.12.19  
By Department Director Date

*[Signature]* 3/5/19  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

*[Signature]*  
Attested by:  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195778

EFFECTIVE DATE

MAR 05 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising – Annual Campaign 2018-19  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: WBAP-News Talk 820AM Cumulus Dallas Vendor No. VC13371

Subject: Advertising – Annual Campaign 2018 – 2019

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$16,900.00 for WBAP-News Talk 820 AM Cumulus Dallas. The vendor will provide a custom radio marketing campaign for 2019 which will highlight golf in Dallas and encourage golfers to play all six municipal courses. The campaign will feature a total of 464 radio commercial spots over the course of eight months.  
Contact: John Lawrence (214) 670-8860

Contract Number:	PKR-2019-00009480	Contract Term:	3/1/2019	to	9/30/2019
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Background: The City of Dallas operates six public golf courses and five tennis centers across Dallas. Golf and tennis play are a major source of revenue for the City of Dallas and it is essential to promote our quality golf courses and tennis centers as well as advertise our great value.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009480	\$16,900.00	
Financing: Current FY							TOTAL:	\$16,900.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

5.5. *[Signature]* 2-28-19  
By Department Director Date

*[Signature]* 3/13/19  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]*  
By City Manager

3-5-19  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195779

EFFECTIVE DATE

FEB 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Nexplore LLC	Vendor No.	VS91560
Subject:	Art Enrichment Vendor – After School Program		
Lead Dept:	Park and Recreation		

**Action Requested:**  
Authorize a master agreement of \$6,000.00 for Nexplore LLC. The vendor will provide a kids zumba program for afterschool participants. (Attached is a lesson plan for the program.) A total of 40 classes will be implemented during the contract term.  
Contact: Sergio Garza Jr. (214) 670-8039

Contract Number:	PKR-2019-00009343	Contract Term:	3/1/2019	to	9/30/2019
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**Background:**  
Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009343	\$6,000.00
Financing:						Multi-Year Funding Project # 0341-19-5789-100	TOTAL: \$6,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director Date 2.12.19

*[Signature]*  
Approved as to Form by City Attorney Date 3/27/19

*[Signature]*  
By City Manager Date 2/19/19

*[Signature]*  
Secretary Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195780

EFFECTIVE DATE

4-8-2019 MSC

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- X c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 16 PM 1:04  
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: ENTERCOM Communications corp Vendor No. VC18451

Subject: Office of Equity and Human Rights Newspaper Advertisement

Lead Dept: MGT – Office of Equity and Human Rights

Action Requested: Authorization to enter into a contract with Entercom Communications Corp Co-Branded Facebook posts and Predictive Display Office of Equity and Human Rights advertisements to run integrated 3 month digital campaign – two platforms between April 1, 2019 to September 30, 2019.

Contract Number:	FHO-2019-00010017	Contract Term:	04/01/2019	to	09/30/2019
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Background: The Office of Equity and Human Rights is promoting Fair Housing rights and responsibilities; enhancing public awareness of Fair Housing and communicating the City's Office of Equity and Human Rights services to citizens, housing providers and lenders in Dallas and surrounding areas. One of the goals of the Office of Equity and Human Rights is reach a diverse ethnic population. Entercom Communications Corp targets the general and minority population in Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F536	MGT	3538	BM03	3320		CT FHO-2016-00010017	11,400
						-	
						-	
Financing: FHAP						<b>TOTAL:</b>	11,400

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director  
Date: April 8, 2019

*[Signature]*  
Approved as to Form by City Attorney  
Date: 4/8/2019

TF 4/15/2019  
Date

*[Signature]*  
By City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**

195781

**EFFECTIVE DATE**

12/12/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Zoobean	Vendor No.	VS90518
Subject:	Children's Readers Advisory Service		
Lead Dept:	Library		

Action Requested: Authorization contract with Zoobean for their Beanstack service to provide personalized weekly book and event recommendations to Library customers based on their children's reading preferences and grade level for \$7,995.00 per year, \$23,985 for three years.

Contract Number:	LIB-2019-00008873	Contract Term:	5/1/2019	to	4/31/2022
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Background: Beanstack is a sole-source personalized reader's advisory service platform accessed through the Library's website. Registered users receive weekly emails with book recommendations customized to their reading preferences and reading level. Weekly emails also include suggestions for upcoming Library events. The service also offers learning tips and tools to increase educational experience of the book, and allows staff to create recommendation lists of books, Library databases and mobile apps. appropriate for young learners. This service is accessible on home computers and mobile devices.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5342		3341		MASC LIB-2019-00008873	\$7,995.00	
						MASC LIB-2019-00008873	\$7,995.00	
						MASC LIB-2019-00008873	\$7,995.00	
Financing:							<b>TOTAL:</b>	\$23,985.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Myranda Giudice*  
By Department Director

12.03.18  
Date

*Boh D. M... ..*  
Approved as to Form by City Attorney

4/16/2019  
Date

*Jayratna*  
By City Manager

12/12/18  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195782

EFFECTIVE DATE

04/11/2019 *AK*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETAR  
DALLAS, TEXAS  
APR 16 PM 3:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Multiple Manufacturers Vendor No. \_\_\_\_\_

Subject: Extension of the Cooperative Master Agreement

Lead Dept: Office of Procurement Services

Action Requested: Authorize a one-year extension to the Master Agreement for furniture & flooring.

**2017**

Contract Number: POM-~~2018~~-00001824 Contract Term: 04/26/2017 to 04/25/~~2019~~ <sup>2020</sup>

Background: On April 26, 2017 Council authorized a two year master agreement established by brand and associated distributors. This agreement approved through the City Attorney, for the purchase of furniture, floor covering, modular walls, high density storage shelving and related support services through the BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, Texas Correctional Industries and U.S. Communities Government Purchasing Alliance. *THIS EXTENSION WILL PROVIDE ADDITIONAL TO THE NEW AGREEMENT CAN BE PRESENTED TO COUNCIL IN THE NEAR FUTURE.*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	POM					- POM-2018-00001824	\$0.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-0677	04/26/17	\$11,840,521.93	\$0.00	\$ 0.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/20/19  
Date

*[Signature]*  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

4/11/19  
Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195783

EFFECTIVE DATE

4/02/2019

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 17 AM 9:17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Belo Interactive Media	Vendor No.:	VS0000000855
Subject:	Permanent Supportive Housing PSA	Department:	Office of Homeless Solutions

Action Requested: Provide video production services for the Office of Homeless Solutions- Permanent Supportive Housing Public Service Announcement (PSA), as detailed in the attached Exhibit A- Scope of Work.

Contract Number:	MGT-2019-00009823	Contract Term:	4/10/2019	To	10/10/2019
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Background: The Office of Homeless Solutions has developed a homeless solutions strategy to create new, permanent supportive housing for the elderly, disabled, families with children and young adults. Dallas voters approved a \$20 million bond in 2017 for this purpose; however, additional funding is needed to meet the city's goal to provide 1,000 affordable housing units. Funding will be provided by the Dallas Area Partnership to Prevent and End Homelessness.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							\$0.00

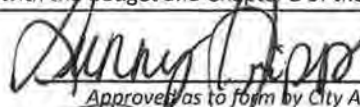
Project No.:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

 4/2/19  
 By Department Director DATE

 4/10/19  
 Approved as to form by City Attorney DATE

 04/02/19  
 By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195784

EFFECTIVE DATE

4/9/2019

(C.T.)

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TeachPrivacy, LLC Vendor No. VS89262

Subject: HIPAA Data Compliance Software and Services

Lead Dept: City Controller's Office

Action Requested: Authorize Supplement Agreement No. 1 to amend the service contract that allows TeachPrivacy to provide on-line HIPAA Privacy GEs Training and materials for City of Dallas HIPAA covered components. Update the funding information due to reorganization, Update AA#177326, with correct funding department.

Contract Number: DSV-2018-000004932 Contract Term: 8/1/2017 to 9/30/2019

Background: TeachPrivacy provides a SCORM compatible training solution uploaded onto a City of Dallas Learning Management System for employees to access HIPAA training software subscription via electronically. The online HIPAA training covers HIPAA privacy laws and security compliance in accordance with the State and Federal regulations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CCO	1853	EMSC	3072		MASC DSV18HIPAATP	\$2,830.00 \$ 0	
Financing:							TOTAL:	\$ 0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shevi Kowalski  
By Department Director

4/5/19  
Date

Christina Trerouche  
Approved as to Form by City Attorney  
Date

[Signature]  
By City Manager  
Date 4/9/19

mer



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195785

EFFECTIVE DATE

4-9-2019

(C.T.)

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TeachPrivacy, LLC Vendor No. VS89262

Subject: HIPAA Data Compliance Software and Services

Lead Dept: City Controller's Office

Action Requested: Authorize annual payment of \$0,461.00 for a 3-year software subscription renewal for the provision of online HIPAA training to City of Dallas HIPAA covered components and workforce members. Update the funding information due to reorganization. Update AA#166608, with correct Funding Department. (C.T.)

Contract Number: Contract Term: 10/01/2016 to 9/30/2019

Background: TeachPrivacy provides a SCORM compatible training solution uploaded onto a City of Dallas Learning Management System for employees to access HIPAA training software subscription via electronically. The online HIPAA training covers HIPAA privacy laws and security compliance in accordance with the State and Federal regulations

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCO	1853	EMSC	3072		MASC DSV18HIPAATP	\$24,483.00 FO (C.T.)
Financing:							TOTAL: \$0 (C.T.)

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shevi Kavalski 4/5/19  
By Department Director Date

Christina Tronakis 4/16/2019  
Approved as to Form by City Attorney Date

[Signature] 4/9/19  
By City Manager Date  
MER



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195786

EFFECTIVE DATE

3-27-2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: V.L. & I, Inc DBA: Urban Landscaping & Irrigation Vendor No. 514920

Subject: CCS ground maintenance services @ Canton, Goforth, Illinois

Lead Dept: Code Compliance Services

Action Requested: Authorize a three (3) years' service contract with V.L. & I, Inc DBA: Urban Landscaping & Irrigation for ground maintenance services for Code Compliance Services Department facilities.

Contract Number: CCS-2019-00009741 Contract Term: 04/01/2019 to 03/31/2022

Background: The awarded vendor V.L. & I, Inc DBA: Urban Landscaping & Irrigation will provide ground maintenance services at City of Dallas facilities - 3112 Canton Street, Dallas, TX 75226, 7901 Goforth Road, Dallas, TX 75238, and 4020 West Illinois, Dallas, TX 75212.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CCS	3454		3340		MAS C- CCS-2019-00009741	\$38,475.00	
Financing:							TOTAL:	\$38,475.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  
 By City Manager  
 Approved as to Form by City Attorney  
 3/27/2019 Date  
 4/16/2019 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195787

EFFECTIVE DATE

04/16/2019 *AM*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment): Emergency pump rental

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Barco Pump	Vendor No.	155276
Subject:	Emergency Pump Rental	Department:	Department of Sanitation Services

Action Requested: Authorize ratification of payment for emergency services rendered by Barco Pump for rental of three pumps for four months.

Contract Number:	SAN-2019-00008501	Contract Term:	10/18/2018	To	2/16/2019
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Background: McCommas Bluff Landfill experienced historic rainfall amounts at the end of 2018, receiving over 36" or rain from September through December. From September 1st through October 18th (when the landfill had to procure emergency pumping capacity), the Landfill received over 25" of rain. Due to extensive over saturation, the landfill had to construct emergency leachate/stormwater containment basins. To maintain containment, captured leachate and stormwater then needed to be piped to an appropriate disposal location and continually pumped during rain events. The pumping capacity of existing pumps was not sufficient, therefore larger diesel-powered pumps had to be immediately obtained to maintain compliance with the landfill's state permit requirements. There was no Master Agreement in place for the required pumps. Three diesel powered pumps have been needed for approximately 4 months.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3591		2820		SAN-2019-00008501	\$42,545.00
<b>TOTAL:</b>							<b>\$42,545.00</b>

Project No:	Commodity Code:	72000	Financing:			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195788

EFFECTIVE DATE

1-24-19 LT

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34. <http://ftp.dallascityhall.com/PBW/ISO 9001/PBW-FRM ADM/>
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Huitt-Zollars, Inc. Vendor No. 090025

Subject: Knox Street from US-75 to Katy Trail (PB12S408)

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Huitt-Zollars, Inc. to provide additional field notes for obtaining sidewalk easements on parcels along the project in the amount of \$19,800.00, increasing the contract amount from \$307,934.50 to \$327,734.50.

Contract Number:	STS-2017-00001639	Contract Term:	3/22/2017	to	6/28/2019
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Background: This supplemental agreement is to provide additional field notes for obtaining sidewalk easements on nine parcels along the project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
3U22	PBW	S408	CPST	4111	PB12S408	STS12S408F1	\$19,800.00
						-	
						-	
Financing: 2012 BOND FUNDS						TOTAL:	\$19,800.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	17-0490	3/22/2017	\$307,934.50	\$0.00	\$ 327,734.50	6.43%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date

3-25-19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195789

EFFECTIVE DATE

04-17-2019 *AK*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY OF DALLAS  
APR 17 PM 3:12  
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No *AK*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: RouteSmart Technologies Inc Vendor No. VC19960

Subject: Software Maintenance Agreement Department: Sanitation Services

Action Requested: Renew the annual maintenance service agreement with the Sole-Source provider of collection routing software, as used by the garbage/recycling/brush portion of Sanitation Services.

Contract Number: SAN-2019-00009818 Contract Term: 4/1/2019 To 3/31/2020

Background: Sanitation Services utilizes a proprietary software package for the efficient collection of recycling and garbage. The software allows the department to vary and adjust any of the hundreds of collection routes that are used on a daily basis. The software vendor provides technical support as needed and software upgrades on a yearly basis. This contract also allows for a limited number of developer hours as needed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3581		2731		SAN-2019-00009818	\$7,969.00
<b>TOTAL:</b>							<i>47,969.00</i>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*AK*  
*K. Hill* 4-3-19  
By Department Director DATE

*AK*  
*Bob S. McNamee* 4-17-2019  
Approved as to form by City Attorney DATE

*J. Montoya* 4-17-19  
By Assistant City Manager DATE



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195790

EFFECTIVE DATE

04-17-2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Universal Recycling Technologies Vendor No. VS0000039808

Subject: Electronics Recycling

Lead Dept: Department of Sanitation Services

Action Requested: Authorize an extension to the service contract with Universal Recycling Technologies, LLC (URT) starting April 2, 2019 and ending August 2, 2019.

Contract Number: SAN-2017-00003191 Contract Term: 04/01/2019 to 08/01/2019

Background: End of life electronics are accepted for recycling at the landfill and all City transfer stations. AA 176927 with Universal Recycling Technologies, LLC was effective for a contract term of October 1, 2017 through September 30, 2018. AA 186432 with Universal Recycling Technologies, LLC authorized an extension of contract from October 1, 2018 through April 1, 2019. There is currently available funding of \$22,917.58 authorized with AA 186432. Sanitation is requesting to utilize the available funding and extend AA 186432 until August 1, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3591	SS03	3072		- SAN-2017-00003191	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	AA 176927	10/01/2017	\$48,390.00	\$0.00	\$0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

4-3-19  
By Department Director Date

4-17-2019  
Approved as to Form by City Attorney Date

4-17-19  
By City Manager Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195791

EFFECTIVE DATE

Apr 15, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through, interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

APR 17 PM 3:00  
CITY SECRETARY'S OFFICE  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **MARA RICHARDS BIM** Vendor No. VS96735

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "In the Shadows". This project coincides with the production of Crossing the Line, which is a collaboration with Kitchen Dog Theater. Crossing the Line will look at immigration and the current border crisis, and it will involve interviewing fifty or more individuals from across the political spectrum. The interviews will be used as a source material to create "In the Shadows". Consultant will work with local Dallas artists to create a visual art installation that incorporates segments of the audio recordings. The installation will take place at a location to be confirmed for an open-to-the-public, interactive display. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024214) Contract Term: 4/19/2019 to 9/30/2019

Background: The fee for this service is **\$6,750.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,375.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,375.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF-R2	MASC OCA-2019-00009336	\$6,750.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$6,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
By Department Director

Apr 15, 2019

Date

*Quinn*  
Approved as to Form by City Attorney  
Apr 16, 2019  
Date

*Joynt*  
By City Manager

Apr 15, 2019

Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195792
		EFFECTIVE DATE
		APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No **MAM**

Vendor Name: JASTER-QUINTANILLA DALLAS, LLP Vendor No. 342401

Subject: Supplemental Agreement for Kleberg Rylie and Janie C. Turner Recreation Centers Structural Engineering Services

Lead Dept: Park and Recreation Department

Action Requested: Authorize Supplemental Agreement #4 with Jaster-Quintanilla Dallas, LLP in the amount of \$10,200.00 thereby increasing the contract amount from \$103,081.00 to \$113,281.00.

Contract Number:	PKR-2019-00009105	Contract Term:	NTP	to	3.5 mos.
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Background: Consulting scope change for the an investigation of the cause(s) of cracks of load bearing masonry walls in the northeast corner of the gymnasium at Kleberg Rylie Recreation Center and an investigation of the cause(s) of cracks in the load bearing wall on the west side of the gymnasium at Janie C. Turner Recreation Center.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
BT00	PKR	P624	MMCF	3070	PKP854	CT PKR14019431	\$5,000.00
BT00	PKR	P624	MMCF	3070	PK06T177	CT PKR14019431	\$5,200.00
Financing: 2006 Bond Fund						<b>TOTAL:</b>	\$10,200.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	04	14-0065	1/22/2014	\$23,900.00	\$79,181.00	\$113,281.00	374%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Umi Umi* 4.01.19 *Christine Lamm* 4-15-2019

By Department Director Date Approved as to Form by City Attorney Date

*Jayaram* 4/4/19

By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195793  
EFFECTIVE DATE

04-17-2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas County Vendor No. 014003

Subject: Household Hazardous Waste Increase to FY17-18

Lead Dept: Sanitation Services

Action Requested: Approve an increase in the Interlocal Agreement with Dallas County by \$46,850.74 for increased collection in FY17-18 due to an additional HHW event and 266.45 more tons. The Interlocal Agreement addresses quarterly membership in the Dallas County HHW and estimated costs associated with the collection and disposal of household hazardous waste (HHW) originating in the City of Dallas. City Council Resolution #171843 approved on December 13, 2017 (attached) appropriated \$863,919.93 in the FY 17-18 Sanitation Budget for HHW services from Dallas County.

Contract Number: CX-SAN-2018-0004552 Contract Term: 10/01/2018 to 02/01/2019

Background: Since August 24, 1994, Dallas City Council Resolution 94-3064 first authorized an Interlocal Agreement with Dallas County to undertake a variety of activities necessary to coordinate planning and implementation of an HHW collection system and approved annual renewal, subject to annual appropriations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0440	SAN	3598		3099	HHW	- CX-SAN-2018-0004552	\$46,850.74
						-	
						-	
Financing:							TOTAL: \$46,850.74

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
		CX-SAN2018-00004552	12/13/2017	\$863,919.93	0	\$ 910,770.67	5.42%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  
 4.15.19 Date  
 Approved as to Form by City Attorney  
 4-17-20 Date  
 By City Manager  
 4-17-19 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195794

EFFECTIVE DATE

3/29/19 *smc*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Atilano Torres DBA Torres Construction Vendor No. 337798

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute payment for Home Improvement and Preservation Program project at property address 1515 Harlandale Avenue Dallas, Texas 75216 in the amount of \$45,388.00. *The homeowner is Clova Lee Mills aka Clova Roy.*

Contract Number: HOU-2019-00009889 Contract Term: 4/1/2019 to 7/1/2019

Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing

	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

*[Signature]* 3/27/2019  
Date

*[Signature]* 4/2/19  
Date

*[Signature]*  
By City Manager

*[Signature]* 3/29/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195795

EFFECTIVE DATE

A-17-19 80

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Mortenson Broadcasting Co. Vendor No. VS0000006449

Subject: Advertisement

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$900.00

Contract Number:	SEC-2019-00010042	Contract Term:	4/22/2019	to	5/4/2019
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Background: The radio broadcast announces the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010042	900.00
						-	
						-	
Financing: General – FY2019						<b>TOTAL:</b>	900.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195796

EFFECTIVE DATE

4-17-19 80

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: WBAP-AM Cumulus Media-Dallas Vendor No. VC13371

Subject: Advertisement

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$1,575.00

Contract Number:	SEC-2019-00010141	Contract Term:	04/22/2019	to	04/30/2019
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Background: The radio broadcast announces the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010141	1,575.00
						-	
						-	
Financing:		General – FY2019				<b>TOTAL:</b>	1,575.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

4/17/19  
Date  
  
By City Manager

Approved as to Form by City Attorney  
4/17/19  
Date

04/18/19  
Date

195797

# Memorandum

RECEIVED  
2019 MAY -7 PM 2:04  
CITY SECRETARY  
DALLAS, TEXAS

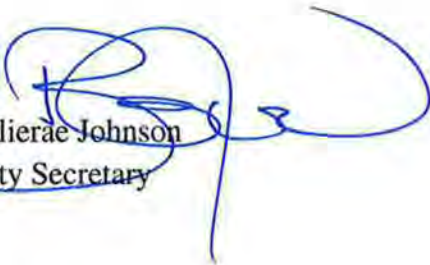


DATE May 7, 2019  
TO City Secretary's Office  
SUBJECT Correction to Administrative Action 195797

This is the first correction to Administrative Action (AA) 195797 service contract number SEC-2019-00010142.

The AA 195797 was approved on 04/17/2019 authorizing payment for advertisement services in the amount of \$2,000.

The vendor number is incorrect and changing from ~~LIB3081~~ to 331228. Please see the attached AMS vendor number printout.

  
Biliera Johnson  
City Secretary

8/5/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195797

EFFECTIVE DATE

4-17-19 80

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: KERA FM Vendor No. LIB3081

Subject: Advertisement

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$2,000.00

Contract Number: SEC-2019-00010142 Contract Term: 04/22/2019 to 05/04/2019

Background: The radio broadcast announces the upcoming general election on May 4, 2019.

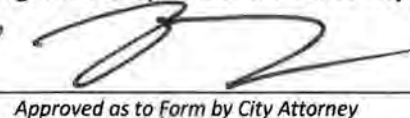
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010142	2,000.00
						-	
						-	
Financing: General – FY2019						<b>TOTAL:</b>	2,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

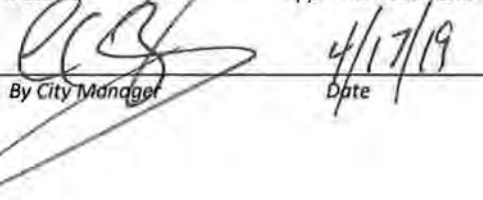
**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 

Date 4/17/19

Approved as to Form by City Attorney 

Date 04/18/19

By City Manager 

Date 4/17/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195798

EFFECTIVE DATE

4-17-19 80

1. Place an "X" in the appropriate box for the approval of:

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- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Advocate Vendor No. 349080

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$1,700.00

Contract Number: SEC-2019-00010157 Contract Term: 04/22/2019 to 04/30/2019

Background: The web publication notifies the public of election day polling locations, dates, and times of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010157	1,700.00
						-	
						-	
Financing: General – FY2019						TOTAL:	1,700.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/17/19  
Date

*[Signature]*  
Approved as to Form by City Attorney

04/18/19  
Date

*[Signature]*  
By City Manager  
4/17/19  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

<b>ADMINISTRATIVE ACTION</b>
195799
<b>EFFECTIVE DATE</b>
4-17-19 <i>jo</i>

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Corinth Communications DBA The Dallas Examiner Vendor No. 238840

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$3,130.25

Contract Number: SEC-2019-00010143 Contract Term: 04/18/2019<sup>19</sup> to 5/2/2019

Background: The publication notifies the public of early voting and election day polling locations, dates, and times of the upcoming general election on May 4, 2019. MA-POM-BT1713 does not have sufficient available funds to process invoice with a delivery order.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010143	3,130.25
						-	
						-	
Financing: General – FY2019						<b>TOTAL:</b>	3,130.25

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* Date 4/17/19

Approved as to Form by City Attorney *[Signature]* Date 04/18/19

By City Manager *[Signature]* Date 4/17/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195800

EFFECTIVE DATE

4-17-19 jo

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
APR 18 2019 10 13 AM

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Minority Opportunity News DBA North Dallas Gazette	Vendor No.	246176
Subject:	Advertisement Services		
Lead Dept:	City Secretary's Office		

Action Requested:	Authorize payment for advertisement services in the amount of \$2,750.00						
	Contract Number:	SEC-2019-00010145	Contract Term:	04/18/2018 <sup>19</sup>	to	5/2/2019	

**Background:** The publication notifies the public of early voting and election day polling locations, dates, times and ballot order of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010145	2,750.00
						-	
						-	
<b>Financing:</b>		General – FY2019				<b>TOTAL:</b>	2,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

4/17/19
04/18/19  
 By Department Director Date Approved as to Form by City Attorney Date  
4/17/19  
 By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195801

EFFECTIVE DATE

4-17-19 JO

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: White Rock Lake Weekly Vendor No. VS0000062905

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$2,550.00

Contract Number: SEC-2019-00010146 Contract Term: 04/18/2018<sup>19</sup> to 5/2/2019

Background: The publication notifies the public of early voting and election day polling locations, dates, times and ballot order of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010146	2,550.00
						-	
						-	
Financing: General – FY2019						<b>TOTAL:</b>	2,550.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195802

EFFECTIVE DATE

4-17-19 80

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Eco Latino Vendor No. VC14240

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$4,700.00

Contract Number: SEC-2019-00010068 Contract Term: 04/18/2018-80 to 5/2/2019

Background: The radio broadcast and publication notifies the public of early voting and election day polling locations, dates, times and ballot order of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	SEC	1190		3320		CX SEC-2019-00010068	4,700.00	
Financing: General – FY2019							TOTAL:	4,700.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  Date 4/17/19

Approved as to Form by City Attorney  Date 04/18/19

By City Manager  Date 4/17/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195803

EFFECTIVE DATE

4-17-19 JO

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: But Viet News, Inc. Vendor No. VC0000010230

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$3,500.00

Contract Number: SEC-2019-00010147 Contract Term: 04/18/2018 to 5/2/2019

Background: The publication notifies the public of early voting and election day polling locations, dates, times and ballot order of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010147	3,500.00
						-	
						-	
Financing: General – FY2019						TOTAL:	3,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195804

EFFECTIVE DATE

4-17-19 jo

1. Place an "X" in the appropriate box for the approval of:

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- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Voice Publishing Company Vendor No. VS0000024169

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$4,625.00  
Contract Number: SEC-2019-00010043 Contract Term: 04/18/2018<sup>jo</sup>19 to 05/03/2019

Background: The publication notifies the public of early voting and election day polling locations, dates, times and ballot order of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010043	4,625.00
						-	
						-	
Financing: General - FY2019						TOTAL:	4,625.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] Date: 4/17/19  
 Approved as to Form by City Attorney: [Signature] Date: 04/18/19  
 By City Manager: [Signature] Date: 4/17/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195805  
EFFECTIVE DATE

Apr 5, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	DANCE COUNCIL	Vendor No.	341688
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall present the 23<sup>rd</sup> annual Dance Planet Festival. This is an open-to-the-public community dance tradition will be held at the Booker T. Washington High School for the Performing and Visual Arts in the Dallas Arts District. The event will take place on April 6-7, 2019 and will feature more than 100 performances of all ages, cultures, and abilities as well as more than 35 free master classes of different styles including an adaptive master class for those with developmental or physical disabilities. This inclusive event, is one of a kind in the nation, increasing awareness, exposure, and accessibility to dance at the community level.

Contract Number:	OCA-2019-00009545 (00024229)	Contract Term:	04/06/2019	to	05/31/2019
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**Background:** DANCE COUNCIL was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$9,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,250.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$4,500.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or **\$2,250.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$9,000.00
						-	
						-	
<b>Financing:</b>						General Fund	<b>TOTAL: \$9,000.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
By Department Director

Apr 5, 2019  
Date

*mpc*  
Approved as to Form by City Attorney

Apr 17, 2019  
Date

*Joyce Zapp*  
By City Manager

Apr 5, 2019  
Date





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195806  
EFFECTIVE DATE

4-17-19 *Jo*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Observer Vendor No. 182414

Subject: Advertisement Services

Lead Dept: City Secretary's Office

Action Requested: Authorize payment for advertisement services in the amount of \$2,934.00  
Contract Number: SEC-2019-00010041 Contract Term: 5/2/2019 to 5/2/2019

Background: The publication notifies the public of election day polling locations, dates, and times of the upcoming general election on May 4, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	SEC	1190		3320		CX SEC-2019-00010041	2,934.00
						-	
						-	
Financing: General – FY2019						<b>TOTAL:</b>	2,934.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* Date 4/17/19  
 Approved as to Form by City Attorney *[Signature]* Date 04/19/19  
 By City Manager *[Signature]* Date 4/17/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195807

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Metropolitan Infrastructure, PLLC Vendor No. 512079

Subject: Shadybank Park (Shadybank Dr. & Coolglen Dr.) Trail Connection with Low Water Crossing at Kiowa Branch

Lead Dept: Park and Recreation

Action Requested: Award a professional service contract with Metropolitan Infrastructure, PLLC, in the amount of \$47,450.00 for design of a new pedestrian bridge.

Contract Number: PKR-2019-00009708 Contract Term: 3/2019 to 3/2020

Background: Metropolitan Infrastructure, PLLC, was selected to be the most qualified consultant for this project through the RFQ process issued May 9, 218, by the Park and Recreation Department. Design services for a new pedestrian bridge trail connection and low water crossing between Shadybank Dr. and Coolglen Dr. over Kiowa Creek Branch for a total amount of \$47,450.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VK60	HIBT	4111	PK17VK60	CX- PKR-2019-00009708	\$47,450.00
						-	
						-	
Financing: 2017 Bond						TOTAL:	\$47,450.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Umm Ummi* 3.27.19  
By Department Director Date

*Christine Lanner* 4-16-2019  
Approved as to Form by City Attorney Date

*Jayant*  
By City Manager

4-4-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

1,958.08  
EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	GreenbergFarrow	Vendor No.	VC19794
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Subject:	Willoughby Park – Playground Replacement
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Lead Dept:	Park and Recreation Department
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Action Requested:	Award a Professional Services contract to GreenbergFarrow in the amount of \$ 21,727.00, for the design and replacement of Willoughby Park playground.						
	Contract Number:	PKR-2019-00009443	Contract Term:	NTP	to	12 mos.	

**Background:** GreenbergFarrow was selected to be the most qualified consultant for this project through the RFQ process issued on May 9, 2018 by the Park and Recreation Department. Services shall include survey, new playground, and accessible route to the playground as stated in the attached Consultant's proposal.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	1V00	PKR	VK10	PLGI	4111	PK17VK10	CX PKR-2019-00009443	\$21,727.00
							-	
							-	
	<b>Financing:</b> 2017 Bond Fund						<b>TOTAL:</b>	\$21,727.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Umm Umm* 3-26-19  
By Department Director Date

*Christine Lammers* 4-12-2019  
Approved as to Form by City Attorney Date

*Amir* 3/27/19

*Jay Rubin* 4-9-19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195809  
EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: GreenbergFarrow Vendor No. VC19794

Subject: Danieldale Park – Playground Replacement

Lead Dept: Park and Recreation

Action Requested: Award a Professional Services contract to GreenbergFarrow in the amount of \$ 20,207.00, for the design and replacement of Danieldale Park playground.

Contract Number:	PKR-2019-00009442	Contract Term:	NTP	to	12 mos.
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Background: GreenbergFarrow was selected to be the most qualified consultant for this project through the RFQ process issued on May 9, 2018 by the Park and Recreation Department. Services shall include survey, new playground, and accessible route to the playground as stated in the attached Consultant's proposal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VK11	PLGI	4111	PK17VK11	CX PKR-2019-00009442	\$20,207.00
						-	
						-	
Financing: 2017 Bond Fund						TOTAL:	\$20,207.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winn Cummins* 3-26-19

*Christine Lamm* 4-15-2019

By Department Director

Date

Approved as to Form by City Attorney

Date

3/27/19

*J. [Signature]*  
By City Manager

4-4-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195810

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No **MAM**
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Mycoskie Associates, Inc.	Vendor No.	VS98661
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Subject:	Westmount Park - Site Development
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Lead Dept:	Park and Recreation Department
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Action Requested:	Authorize a Professional Services agreement with Mycoskie Associates, Inc., in the amount of \$18,200.00 for the design of Westmount Park improvements and playground.						
	Contract Number:	PKR-2019-00009269	Contract Term:	NTP	to	12 mos.	

**Background:** Mycoskie Associates, Inc., was selected to be the most qualified consultant for this project through the Request for Qualifications process issued on May 9, 2018, by the Park and Recreation Department. Services shall include survey, playground, and accessible route to the playground as stated in the attached Consultant's proposal.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	1V00	PKR	VB39	PLGI	4111	PK17V879	CX- PKR-2019-00009269	\$18,200.00
						<b>MAM</b>		
	<b>Financing:</b> 2017 Bond Fund							<b>TOTAL:</b>

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Wini Wini* 3-27-19 *Christine Zanner* 4-18-2019

By Department Director Date Approved as to Form by City Attorney Date

*Jay Johnson* 4-4-19 Date

By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195811

EFFECTIVE DATE

4/15/19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract-price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Conway Data Inc. Vendor No. VS0000078612

Subject: Advertising in annual publication

Lead Dept: ECO

Action Requested: Authorize contract with Conway Data for Go Big in TX 2019 annual publication (formerly known as TX Eco Dev Guide) for full page advertisement.

Contract Number: ECO-2019-00010049 Contract Term: 4/1/2019 to 12/31/2019

Background: Insert the reason the City is entering into the contract. Advertisement in Go Big in TX 2019 annual publication. Purpose is to provide the city exposure to global businesses, workforce & real estate developers looking to invest in/and or expand operations within the city. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164		3320	PROG	CX-2019-00010049	\$6,600.00	
					PROG			
					PROG			
Financing:							TOTAL:	\$6,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195812

### EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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OFFICE  
DALLAS, TEXAS  
APR 19 PM 1:58

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Belinda Staffin Vendor No. VS7494

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize an encumbrance of \$10,000.00 with Belinda Staffin. The vendor will provide Ballet classes to the citizens of Dallas  
Contact: Steve Baker, 214-670-8885

Contract Number: PKR-2019-00009937 Contract Term: 04/08/2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5271		3072		CX PKR-2019-00009937	\$10,000.00
Financing: Current FY							TOTAL: \$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robert Abtahi* 4.01.19  
By Department Director Date

*Christine Zannan* 4-9-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jayaraman* 4-4-19  
By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195813

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

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- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 19 PM 1:53  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Tida Chambers Vendor No. VS\*70961

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$15,000.00 with Tida Chambers. The vendor will provide Yoga classes to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2019-00009732 Contract Term: NTP 2019 to 09/30/2019

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX PKR-2019-00009732	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4.01.19  
By Department Director Date

*[Signature]* 4-8-2019  
Approved as to Form by City Attorney Attested by: Date

*[Signature]*  
Kawani Abubakar, President  
Park and Recreation Board

*[Signature]* 4-4-19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195814

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
APR 19 PM 1:38

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: William B. Watley Vendor No. VS99934

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize an encumbrance of \$10,000.00 with William B Watley. The vendor will provide Karate classes to the citizens of Dallas.  
Contact: Steve Baker, 214-670-8885

Contract Number:	PKR-2019-00009936	Contract Term:	04/08/2019	to	09/30/2019
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071		3064		CX- PKR-2019-00009936	\$10,000.00
						-	
						-	
Financing: Current FY						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4-01-19  
By Department Director Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 4-4-19  
By City Manager Date

*[Signature]* 5-9-2019  
Approved as to Form by City Attorney Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195815

EFFECTIVE DATE

MAR 26 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR 19 PM 1:33

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Williams Scotsman, Inc. Vendor No. 339913

Subject: Storage and Office Rental Invoices (Services Rendered)

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$10,931.72 for William Scotsman, Inc. The vendor provided portable office space at three Park Maintenance Districts. (services rendered)  
Contact Bobby Cano (214) 671-0422  
Contract Number: PKR-2019-00009633 Contract Term: 3/15/19 to 7/1/19

Background: Acton Mobile Industries sold the local government division of the company to Williams Scotsman. It is necessary to create an agreement to pay for services rendered.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5090		3072	N/A	CX- PKR-2019-00009633	\$6,376.00
0001	PKR	5142		3072	N/A	CX- PKR-2019-00009633	\$2,324.80
0001	PKR	5010		3072	N/A	CX- PKR-2019-00009633	\$2,230.92
Financing: CURRENT FY						TOTAL:	\$10,931.72

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	\$ %

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Wm. Wimmer* 3-25-19  
By Department Director Date

*Christine Lammers* 4-11-2019  
Approved as to Form by City Secretary Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jayaraman* 3/26/19  
By City Manager Date

*Christine Lammers*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195816

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 CITY SECRETAR  
 DALLAS, TEXA  
 2019 APR 9 PM 1:33

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Bike Friendly Oak Cliff Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with Bike Friendly Oak Cliff. The organization will provide litter and debris clean-up projects at Lake Cliff thru May 1, 2019 thru April 30, 2020.  
Contact: Sam Franklin (214) 670-1923

Contract Number: PKR-2019-00009867 Contract Term: 5/1/2019 to 4/30/2020

Background: Bike Friendly Oak Cliff is a non-profit community organization. The Dallas Park and Recreation Department will enter into a 1-year Park Beautification Agreement with Bike Friendly Oak Cliff for the purpose of organizing litter and debris clean-up projects at Lake Cliff. No cost to the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009867	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winnie Winnie* 4-01-19  
By Department Director Date

*Christine Lamm* 4-10-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jay Roberts* 4-4-19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary

ORIGINAL - City Secretary

Park and Recreation Board 11/2018



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195817  
EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY  
DALLAS, TEXAS  
APR 19 PM 1:33

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Friends of Santa Fe Trail Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with Friends of Santa Fe Trail. The organization will provide litter and debris removal on the Santa Fe Trail. A map identifying the area is provided.

Will Stonum (214) 671-0264

Contract Number:	PKR-2019-00009931	Contract Term:	4/28/2019	to	4/27/2020
------------------	-------------------	----------------	-----------	----	-----------

Background: Friends of Santa Fe Trail is a community group with the interest of supporting the Santa Fe Trail through community involvement and fund-raising efforts. This agreement is specific to the litter and debris removal along the Santa Fe Trail. There is no cost to the city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX- PKR-2019-00009931	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Will Stonum* 4.01.19  
By Department Director Date

*Christine Lamm* 4-10-2019  
Approved as to Form by City Attorney Date

*Robert Alitahi*  
Robert Alitahi, President  
Park and Recreation Board

*Robert Alitahi* 4-4-19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board

ORIGINAL - City Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195818

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 19 PM 1:30

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: JinHe Upshaw Battie Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with JinHe Upshaw Battie. The organization will provide litter and debris clean-up projects at Glendale Park, Eloise Lundy, Moore Park, and Lake Cliff May 1, 2019 thru April 30, 2020.  
Contact: Sam Franklin (214) 670-1923.

Contract Number: PKR-2019-00009866 Contract Term: 5/1/2019 to 4/30/2020

Background: JinHe Upshaw Battie is a community volunteer in Dallas. The Dallas Park and Recreation Department will enter into a 1-year Park Beautification Agreement with JinHe Upshaw Battie for the purpose of organizing litter and debris clean-up projects at Glendale Park, Eloise Lundy Park, Moore Park and Lake Cliff. No cost to the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009866	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4-01-19  
By Department Director Date

*[Signature]* 4-10-2019  
Approved as to Form by City Attorney Attested by: Date

*[Signature]*  
Robert Abram, President  
Park and Recreation Board

*[Signature]* 4-4-19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195819

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 APR 19 PM 1:33  
 CITY SECRETARY  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Five Mile Neighborhood Association Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with The Five Mile Neighborhood Association. The organization will provide litter and debris clean-up projects at Miller Family Park May 1, 2019 thru April 30, 2020.  
Contact: Sam Franklin (214) 670-1923

Contract Number: PKR-2019-00009864 Contract Term: 5/1/2019 to 4/30/2020

Background: Five Mile Neighborhood Association is a non-profit community organization. The Dallas Park and Recreation Department will enter into a 1-year Park Beautification Agreement with Five Mile Neighborhood Association for the purpose of organizing litter and debris clean-up projects at Miller Family Park. No cost to the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX- PKR-2019-00009864	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*William Winters* 4-01-19  
By Department Director Date

*Christine Jones* 4-10-2019  
Approved as to Form by City Attorney Date

*Richard Abtahi*  
Richard Abtahi, President  
Park and Recreation Board

*James...*  
By City Manager

4-9-19  
Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195820

EFFECTIVE DATE

APR 05 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY  
DALLAS, TEXAS  
APR 19 PM 1:33  
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Parks Foundation (Friends of Garrett Park) Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with Dallas Parks Foundation (Friends of Garrett Park) for bi-annual litter and debris removal. A map identifying the area is provided.  
Will Stonum (214) 671-0264

Contract Number:	PKR-2019-00009872	Contract Term:	4/28/2019	to	4/27/2020
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Background: Dallas Parks Foundation (Friends of Garrett Park) is a community group with the interest of supporting the master plan of Garrett Park through community involvement and fundraising efforts. This agreement is specific to the litter and debris removal at Garrett Park. There is no cost to the city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009872	\$0.00
						-	
						-	
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Will Stonum* 4.03.19  
By Department Director Date

*Christine Lanner* 4-12-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Vice President  
Park and Recreation Board

*[Signature]*  
By City Manager

4-5-19 Attested by:  
Date

*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195821

EFFECTIVE DATE

APR 04 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Friends of Oak Cliff Parks	<b>Vendor No.</b>	
<b>Subject:</b>	Beautification Agreement		
<b>Lead Dept:</b>	Park and Recreation		

<b>Action Requested:</b>	Authorize a beautification agreement with the Friends of Oak Cliff Parks. The organization will provide plants and maintain floral displays at Lake Cliff, Kiest, Oak Cliff Founders and Kidd Springs Parks from May 1, 2019 thru - April 30, 2020.				
	Contact: Sam Franklin, (214) 670-1923				
	<b>Contract Number:</b>	PKR-2019-00009868	<b>Contract Term:</b>	5/1/2019	to 4/30/2020

**Background:** The Friends of Oak Cliff Parks is a non-profit organization founded in 2002, for the purpose of restoring horticulture in and preserving the historic parks of Oak Cliff. These parks include Kiest Memorial Garden, Oak Cliff Founders, Kidd Springs and Lake Cliff parks. No cost to the City of Dallas.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009868	\$0.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4-01-19  
By Department Director Date

*[Signature]* 4-10-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 4-4-19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board

ORIGINAL - City Secretary

REV 11/2018





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195822

EFFECTIVE DATE

APR 10 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 19 PM 1:22  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Eagle Audio Visual Inc. Vendor No. VS0000031785

Subject: Audio Recording for Park Board Meetings

Lead Dept: Park and Recreation

Action Requested: Authorize a Master Agreement of \$4,110.00 for Eagle Audio Visual, Inc. The vendor will provide audio services for 3 park board meetings.

Contact: Tony Becker (214)670-4078

Contract Number: PKR-2019-00009918 Contract Term: 4/19/19 to 9/30/19

Background: Eagle Audio Visual Inc. provides audio, visual, and lighting services for a wide variety of events including concerts, sporting events, and festivals and has provided contract services for audio systems and operations for 3 different off-site park board meetings

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A		N/A		MASC PKR-2019-00009918	\$4,110.00	
Financing:-							TOTAL:	\$4,110.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4-9-19  
 By Department Director Date

*[Signature]* 5-4-2019  
 Approved as to Form by City Attorney Date

*[Signature]*  
 Robert Abbott, President  
 Park and Recreation Board

*[Signature]* 4-10-19  
 By City Manager Date

Attested by:  
*[Signature]*  
 Secretary  
 Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195823  
EFFECTIVE DATE

APR 04 2019

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CITY SECRETARY  
DALLAS TEXAS  
APR 19 PM 1:32

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Melissa Tinning Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with Melissa Tinning for the donation of one tree and four park benches at White Rock Lake Park. A map identifying the area is provided.  
Will Stonum (214) 671-0264  
Contract Number: PKR-2019-00009865 Contract Term: 4/30/2019 to 4/29/2020

Background: Melissa Tinning is a resident of Dallas, Texas. She has chosen to provide an amenity to honor friends. The specific amenity is a bench donation at White Rock Lake Park. There is no cost to the city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX- PKR-2019-00009865	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 4-01-19  
By Department Director Date

*[Signature]* 4-10-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Alltani, President  
Park and Recreation Board

*[Signature]* 4-4-19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

# 195824

### EFFECTIVE DATE

4/8/19

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Medixcar LLC Vendor No. VC18649

Subject: Senior Medical Transportation Services Department: Office of Community Care

Action Requested: Approval of Administrative Action for a Supplemental Agreement # 4, to extend the contract term for five months and increase the funds.

Contract Number: MGT-2018-00006446 Contract Term: 5/1/2019 To 9/30/2019

Background: The City of Dallas Senior Transportation Program provides transportation services to and from scheduled medical appointments within the City limits for low-to-moderate-income Seniors aged 60 and above, who reside within the City of Dallas. All services are to be provided within the City of Dallas..

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	MGT	4297		3070		OCC 2019 00005194	\$1,102.00
<b>TOTAL:</b>							\$1,102.00

Project No: .00 Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
4	185806	5/10/2018	\$11,400.00	3	\$21,832.00	91%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 4/8/19 DATE  
 Approved as to form by City Attorney 4/19/19 DATE  
 By Assistant City Manager 4/8/2019 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195825

EFFECTIVE DATE

H-8-19 MSU  
CITY SECRETARY  
DALLAS TEXAS  
APR 22 AM 9:05  
RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- X c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Voice Publishing Company Inc. dba Dallas Voice Vendor No. VS0000024169

Subject: Fair Housing Newspaper Advertisement

Lead Dept: MGT – Office of Equity and Human Rights

Action Requested: Authorization to enter into a contract with the Voice Publishing dba Dallas Voice newspaper for 12, 2.31"(W) x 5.35" (H) Office Equity and Human Rights advertisements to run twice a month, effective April 5, 2019 to September 30, 2019.

Contract Number: FHO-2019-00010016 Contract Term: 04/01/2019 to 09/30/2019

Background: The Office of Equity and Human Rights is promoting Fair Housing rights and responsibilities; enhancing public awareness of Fair Housing and communicating the City's Office of Equity and Human Rights services to citizens, housing providers and lenders in Dallas and surrounding areas. One of the goals of the Office of Equity and Human Rights is reach a diverse ethnic population. Voice Publishing, dba Dallas Voice newspaper targets the LGBT population in Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F536	MGT	3538	BM03	3320		CT FHO-2016-00010016	3,060
						-	
						-	
Financing: FHAP						TOTAL:	3,060

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director Date 4/19/2019

*[Signature]*  
Approved as to Form by City Attorney Date 4/16/19

*[Signature]*  
By City Manager Date 4/8/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195826  
EFFECTIVE DATE

04/04/2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAR 22 AM 11:52

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Lite and Barricade, Inc. Vendor No. 053684

Subject: Barricade/Traffic Control Services

Lead Dept: Dallas Water Utilities

Action Requested: Authorized a \$50,000 increase in funding to the current service agreement for barricade and traffic control services.

Contract Number: POM-2019-00009679 Contract Term: 03/22/2017 to 03/21/2020

Background: On March 22, 2017 Dallas City Council awarded a three year service agreement to Dallas Lite and Barricade, Inc. (053684) for barricade and traffic control services in the amount of \$201,881.35 by Resolution No. 17-0478. This increase in funds will allow the user departments to continue to utilize these services under the same terms and conditions for the remainder of the contract term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Financing:							TOTAL:	\$50,000

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	CR17-0478	3/22/2017	\$201,881.35	\$0.00	\$251,881.35	24.78%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/2/19  
Date

*[Signature]* 4-27-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

4/4/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195827

EFFECTIVE DATE

FEB 28 2019

1. Place an "X" in the appropriate box for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order:  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	International Systems of America LLC dba ISA Fire & Security	Vendor No.	VS87469
Subject:	Replacement of Fire Alarm Panel – Emergency Purchase		
Lead Dept:	Park and Recreation		

**Action Requested:** Authorize an encumbrance of \$15,157.25 for International Systems of America LLC dba ISA Fire & Security. The vendor replaced the existing fire alarm panel, pull stations, two strobes and one horn/strobe that were missing to get the system back in service. A voice evacuation panel was prepared for the expected code requirements to bring the system into full compliance (services rendered).

Contact: Chris Fisher (214) 670-0959

Contract Number:	PKR-2019-00009541	Contract Term:	2/1/19	to	4/1/19
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**Background:** ISA adheres to the industry recognized standards of the National Fire Protection Association (NFPA), for the repair and replacement of fire systems.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5174		3092		CX PKR-2019-00009541	\$15,157.25
						-	
						-	
<b>Financing:</b> Current FY						<b>TOTAL:</b>	\$15,157.25

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robert Alchini* 2-14-19  
 By Department Director Date  
*Robert Alchini*  
 Robert Alchini, President  
 Park and Recreation Board

*B. N. S. #* 03/05/2019  
 Approved as to Form by City Attorney Attested by: Date  
*[Signature]* 2/28/19  
 By City Manager Date  
*[Signature]*  
 Secretary  
 Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195828

EFFECTIVE DATE

FEB 19 2019

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
JAN 22 PM 1:25

1. Place an "X" in the appropriate box for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Essence Dance Academy Vendor No. VS0000067469

Subject: Arts Enrichment Vendor – After School Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$3,080.00 for Essence Dance Academy. The vendor will provide a Hip-Hop Dance Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 44 classes will be implemented during the proposed contract term.

Contact: Sergio Garza Jr. (214) 670-8039

Contract Number: PKR-2019-00009354 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009354	\$3,080.00
						-	
						-	
Financing:		Multi-Year Funding		Project # 0341-19-5789-100		TOTAL:	\$3,080.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

2.12.19 3/5/19  
 By Department Director Date Approved as to Form by City Attorney Attested by Date  
 2/19/19  
 Robert Abtahi, President By City Manager Date  
 Park and Recreation Board  
  
 Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195829

EFFECTIVE DATE

4-4-19 SA

1. Place an "X" in the appropriate box for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
APR 22 PM 1:25

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Carter High School Alumni Group Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with Carter High School Alumni Group. The organization will provide litter and debris clean-up projects at Danieldale Park May 1, 2019 thru April 30, 2020.

Contact: Sam Franklin (214) 670-1923

Contract Number:	PKR-2019-00009869	Contract Term:	5/1/2019	to	4/30/2020
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Background: Carter High School Alumni Group is a non-profit community organization. The Dallas Park and Recreation Department will enter into a 1-year Park Beautification Agreement with Carter High School Alumni Group for the purpose of organizing litter and debris clean-up projects at Danieldale Park. No cost to the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009869	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robert Abtahi* 4-01-19 *Christine Lerner* 4-10-2019  
 By Department Director Date Approved as to Form by City Attorney Date

*Robert Abtahi* *Joyal* 4-4-19  
 By City Manager Date

Attested by:  
*[Signature]*  
 Secretary  
 Park and Recreation Board

ORIGINAL - City Secretary

REV 11/2018





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195841

EFFECTIVE DATE

4-16-19

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 23 AM 9:47

1. Place an "X" in the appropriate box for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: MGT of America Consulting, LLC Vendor No. VC17775

Subject: Fee Study

Lead Dept: Sustainable Development & Construction

Action Requested: Authorize a cost of service fee study contract with MGT of America Consulting, LLC for fee-related programs for six Divisions within the Sustainable Development & Construction Department.

Contract Number:	DEV-2019-00009627	Contract Term:	05/06/2019	to	07/31/2019
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Background: Sustainable Development & Construction requests a cost of service model of existing user fees for its Building Inspection, Current Planning, Engineering, GIS, Subdivision and Real Estate Divisions. The service is needed to analyze the Department's existing tier structure and cost related fees. MGT of America Consulting, LLC will provide this service and prepare a proposal of suggested fees for the related programs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0510	DEV	3141		3070		DEV-2019-00009627	\$ 28,500
						-	
						-	
Financing:						<b>TOTAL:</b>	\$ 28,500

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*KST*  
By Department Director Date 4/12/19

*Christine Lamm*  
Approved as to Form by City Attorney Date 4-19-2019

*[Signature]*  
By City Manager Date 4-16-19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195842

EFFECTIVE DATE

4-16-19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 23 AM 9:17  
 CITY SECRETARY'S  
 OFFICE

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: MGT of America Consulting, LLC Vendor No. VC17775

Subject: Building Inspection Comparison Fee Study

Lead Dept: Sustainable Development & Construction

Action Requested: Authorize a cost allocation model contract with MGT of America Consulting, LLC for a study of Building Inspection user fees.

Contract Number: DEV-2019-00009788 Contract Term: 05/06/2019 to 07/31/2019

Background: Sustainable Development & Construction requests a comprehensive study of the Building Inspection user fees detailing the current cost by tier and valuation comparison with the Cities of: San Antonio, Austin, Houston, Atlanta and Phoenix. MGT of America Consulting, LLC will provide this service and prepare a proposal of comparing the City of Dallas Building Inspection fee model with cities listed in the Scope of Work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0150	DEV	3141		3070		DEV-2019-00009788	\$ 12,600
						-	
						-	
Financing:						<b>TOTAL:</b>	\$ 12,600

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*

By Department Director

4/12/19

Date

*[Signature]* 4-19-2019

Approved as to Form by City Attorney

Date

*[Signature]*

By City Manager

4-16-19

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195843

EFFECTIVE DATE

April 22, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 23 AM 10:34  
 CITY SECRETARY'S  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Tyler Technologies, Inc. Vendor No. VS0000014430

Subject: Court Case Management System (CCMS)

Lead Dept: Communication & Information Services

Action Requested: Authorize Supplemental Agreement 9 to the acquisition contract to add funds to extend the term for support of the City's Court Case Management System.

Contract Number: DSV-2017-00002844 Contract Term: 4/1/2019 to 4/30/2019

Background: Council approved the acquisition of a court case management system in 2012. This extension will provide ongoing maintenance and technical support while a new 5-year contract is being finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0401	CTS	1063		3099		CT DSV-2017-00002844	\$33,414.00
						-	
						-	
Financing: Municipal Court Technology Fund						TOTAL:	\$33,414.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	9	12-2690	10/24/2012	\$2,766,308.00	\$33,750.00	\$2,833,472.00	2.42%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson  
Shelia Robinson (Apr 11, 2019)  
By Department Director

Apr 11, 2019  
Date

Barbara A. McAninch  
Barbara A. McAninch (Apr 23, 2019)  
Approved as to Form by City Attorney BAMC  
Date

Joey Tapia  
Joey Tapia (Apr 22, 2019)  
By City Manager

04/22/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195844  
EFFECTIVE DATE

4-18-19

RECEIVED  
CITY SECRETARIAT  
DALLAS, TEXAS  
MAR 23 PM 2:00

1. Place an "X" in the appropriate box for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
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2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Four Winds Interactive, Inc. Vendor No. VS0000030193

Subject: Digital Signage Maintenance

Lead Dept: Convention and Event Services

Action Requested: Authorize payment to Four Winds Interactive, Inc. for the annual maintenance of the Kay Bailey Hutchison Convention Center Dallas' digital signage systems.

Contract Number:	CCT-2019-0010013	Contract Term:	4/4/2019	4/3/2022
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Background: Four Winds Interactive, Inc. maintains the Kay Bailey Hutchison Convention Center Dallas' static digital signage systems. Annual maintenance is required to operate and update the signage.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0080	CCT	7841		3070		- CCT-2019-0010013	\$1,282.14
						-	
						-	
Financing: Current Operating Funds						TOTAL:	\$1,282.14

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/17/19  
Date

*[Signature]*  
Approved as to Form by City Attorney

4/23/19  
Date

*[Signature]*  
By City Manager

47879  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195845

EFFECTIVE DATE

4-5-19

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 29 PM 2:31

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: AQS Solutions Vendor No. VC19981

Subject: Special Training for ISO 45001:2018 Lead Auditor Certification Program

Lead Dept: Dallas Water Utilities

Action Requested: Approve a Special Services Contract to provide specialized services for training to update OHSAS 18001:2007 standards to ISO 45001:2018 standards for Dallas Water Utilities.

Contract Number: DWU-2019-00009801 Contract Term: 04/01/19 to 04/30/19

Background: DWU has its own OHSAS 18001:2007 certification and must begin implementation to the new ISO 45001:2018 standards to follow the City of Dallas implementation of ISO 45001:2018. As part of the City's efforts to transition to the new standard of ISO 45001:2018, the Utility Management Services will secure the services of an ISO certifying body, to instruct, evaluate and provide certification for no more than 15 Dallas Water Utilities and/or associated personnel. This certification shall provide all participants with the minimum qualifications of the identifying title of ISO: 45001:2018 Lead Auditor. By obtaining these qualifications, DWU certified personnel will directly ensure compliance of the transition of the merged OHSAS 18001:2007 and ISO 45001:2018 management systems are completed and successful for all DWU Divisions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	7446		3070		- DWU-2019-00009801	13,225.00	
						-		
						-		
Financing:							TOTAL:	13,225.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: Date: 4/3/19

Approved as to Form by City Attorney: Date: 4/11/19

By City Manager: Date: 4/5/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195846

EFFECTIVE DATE

4/4/19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
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DALLAS, TEXAS  
019 APR 23 PM 2:38

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Innovative Interfaces, Incorporated Vendor No. VS\*19085

Subject: ChiliFresh- Enhanced Services

Lead Dept: Library

Action Requested: Authorize execution of a one-year extension for subscription to ChiliFresh database offered through Innovative Interfaces, Incorporated in the amount of \$10,420.42

Contract Number:	LIB-2019-00009983	Contract Term:	5/18/2019	to	5/17/2020
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Background: Enhanced services of ChiliFresh Review Engine and Connections is currently provided by Innovative Interfaces, Incorporated through a supplemental agreement as part of CR07-3487 and then CR 12-1175. the Library wishes to extend this database subscription of enhanced services for one year.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3110		- LIB-2019-00009983	\$10,420.42
						-	
						-	
Financing:						<b>TOTAL:</b>	\$10,420.42

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	9	12-1175	4/25/2012	\$1,294,530.34	\$108,666.82	\$135,267.67	9.65 %

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

04.03.19  
Date

*[Signature]*  
Approved as to Form by City Attorney

4/23/19  
Date

*[Signature]*  
By City Manager

4/4/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195847

EFFECTIVE DATE

Apr 23, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 75%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 23 3:58 PM

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: National Intergovernmental Purchasing Alliance Company dba Omnia Partners Vendor No. N/A

Subject: Cooperative Purchasing Agreement

Lead Dept: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 1 to remove U.S. Communities as an approved cooperative purchasing agent and to change the name of the cooperative purchasing agreement with National Intergovernmental Purchasing Alliance to Omni Partners, Public Sector.

Contract Number:	N/A	Contract Term:		to	
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Background: Council Resolution 12-3048 on December 12, 2012 authorized the City to participate in a cooperative purchasing agreement with National Intergovernmental Purchasing Alliance Company (NIPAC). US Communities was purchased by NIPAC and the two entities are being combined into an entity named by Omnia Partners, Public Sector. This amendment will allow for the change of the name of the cooperative purchasing agency, which will further allow the City to continue utilizing this approved cooperative purchasing agent.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- N/A	\$0.00
						-	
						-	
Financing:		Data Services Funds				TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	12-3048	12/12/2012	\$0.00	\$0.00	\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shila Robinson  
By Department Director  
Apr 23, 2019  
Date

Barbara A. McAninch  
Approved as to Form by City Attorney  
Apr 23, 2019  
Date

[Signature]  
By City Manager  
Apr 23, 2019  
Date

<b>CITY OF DALLAS</b>	<h1 style="margin:0;">ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
	<b>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</b>	195848
		<b>EFFECTIVE DATE</b>
		4/23/19 KB

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No N/A

Vendor Name: **CaseWorthy, Inc.** Vendor No. **VC17822**

Subject: **Payment Authorization for Case Management System (SaaS)**

Lead Dept: **City Attorney's Office – Community Courts**

Action Requested: **Authorize a final payment to CaseWorthy, Inc., for software and professional services solutions for a Case Management System for the City of Dallas Community Courts, covering the period of 2/1/19 through 1/31/20. This payment shall not exceed \$3,100.**

Contract Number: **ATT-2019-00010250 KB** Contract Term: **4/23/19 KB** to **1/31/20 KB**

Background: **CaseWorthy, Inc. is providing Case Management System (SaaS) software services and maintenance for the City of Dallas Community Courts, covering the period of 2/1/19 through 1/31/20. Final payment is needed as noted on Invoice No. 19-011. This payment shall not exceed \$3,100.**

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	ATT	Various		3070		ATT-2019-00010250 KB	\$3,100.00
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

By Department Director
 

 4.23.19  
 Date
 

  
 Approved as to Form by City Attorney
 

 4/23/2019  
 Date

By City Manager





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195849

EFFECTIVE DATE

4/22/19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 24 PM 2:10

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Latitude3 Media Group LLC Vendor No. VS0000010356

Subject: Advertisement & Editorial in Business Xpansion Journal Mar/Apr 2019

Lead Dept: ECO

Action Requested: Authorize contract with Business Xpansion Journal for full-page advertisement in Mar/Apr 2019 publication.

Contract Number: ECO-2019-00010093 Contract Term: 3/1/2019 to 5/1/2019

Background: Insert the reason the City is entering into the contract. Advertisement and editorial in Mar/Apr 2019 edition of Business Xpansion Journal. Purpose is to provide the city exposure to global businesses, workforce & real estate developers looking to invest in/and or expand operations within the city. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ECO	1164		3320	PROG	CX 2019-00010093	\$1,895.00
					PROG		
					PROG		
Financing:						<b>TOTAL:</b>	\$1,895.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

4/12/19 Date  
 By Department Director

4/22/19 Date  
 By City Manager

4/22/19 Date  
 Approved as to Form by City Attorney



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195850

EFFECTIVE DATE

04/19/2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Extension of Master Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No *Form*

Vendor Name: Justin Seed Company, Inc. Vendor No. 006691

Subject: Bedding Plants, Seed, and Trees

Lead Dept: POM

Action Requested: Authorize a four (4) month extension to the current master agreement

Contract Number: POM-2018-00004853 Contract Term: 4/21/19 to 8/20/19

Background: On April 22, 2015 Dallas City Council awarded a three-year master agreement with Justin Seed Company, Inc. (006691) for the purchase of bedding plants, trees and seed in the amount of \$193,880.00, by Resolution #15-0748 from solicitation BF1410. On January 4, 2018, AA 18-5109 authorized extension of the term of the master agreement for one year from April 21, 2018 to April 20, 2019. On January 23, 2019, City Council authorized to increase the master agreement with Justin Seed Company, Inc. in the amount of \$48,470.00, increasing the master agreement from \$193,880.00 to \$242,350.00. This extension will allow the City to continue purchasing these goods under the same terms and conditions until a new solicitation is completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	POM					- BF1410	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	15-0748	4/22/15	\$193,880.00	\$48,470.00	\$242,350.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
Department Director

4/18/19  
Date

*[Signature]* 4/24/2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager Date 4-19-19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195851

EFFECTIVE DATE

Apr 23, 2019

RECEIVED  
 APR 24 PM 4:41  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **RENEE MICHE'AL JONES** Vendor No. VC18389  
 Subject: Professional Services  
 Lead Dept: Office of Cultural Affairs

**Action Requested:** Consultant shall provide a project entitled "S.A.U.C.Y. (Sewing Applications, Uses, & Choices for Youth)". This project is a fashion business camp that allows youth ages 10-17 to learn the process of the development of fashion from understanding fabric to fashion production. Participants will attend a three-week camp where they will receive hands-on guidance in developing fashion products. The project will culminate with an open-to-the-public showcase/fashion show. (No one under the age of 18 will be allowed to use irons or steamers during the camp.) The camp will be promoted in the 75215, 75210, 75216, 75227 and 75228 zip code areas with the intent to inspire the Southern sector of Dallas into revitalizing the interest in apparel design and production among youth. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024216) Contract Term: 4/29/2019 to 9/30/2019

**Background:** The fee for this service is **\$5,400.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,700.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$2,700.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$5,400.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$5,400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
By Department Director

Apr 23, 2019  
Date

*Adrian J. Scott*  
Approved as to Form by City Attorney

Apr 24, 2019  
Date

*Jayant Patel*  
By City Manager

Apr 23, 2019  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195852

EFFECTIVE DATE

04/19/2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Extension of Master Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 24 PM 3:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No *Pen*

Vendor Name:	SRH Trees, Inc.	Vendor No.	VS86340
Subject:	Bedding Plants, Seed, and Trees		
Lead Dept:	POM		

Action Requested:	Authorize a four (4) month extension to the current master agreement						
Contract Number:	POM-2018-00004853		Contract Term:	4/21/19	to	8/20/19	

**Background:** On April 22, 2015 Dallas City Council awarded a three-year master agreement with SRH Trees, Inc. (VS86340) for the purchase of bedding plants, trees and seed in the amount of \$1,226,872.00, by Resolution #15-0748 from solicitation BF1410. On January 4, 2018, AA 18-5113 authorized extension of the term of the master agreement for one year. On January 23, 2019, City Council authorized to increase the master agreement with SRH Trees in the amount of \$306,718.00, increasing the master agreement from \$1,226,872.00 to \$1,533,590.00. This extension will allow the City to continue purchasing these goods under the same terms and conditions until a new solicitation is completed.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
			POM					- BF1410
							-	
							-	
Financing:							TOTAL:	<i>PO</i>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	15-0748	4/22/15	1,226,872.00	306,718.00	\$1,533,590.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4-18-19  
Date

*[Signature]* 4-24-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4-19-19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195853

EFFECTIVE DATE

4/15/2019 AA

1. Place an "X" in the appropriate box for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Professional Service Industries, Inc. Vendor No. VS000017524

Subject: Material Testing for Construction Memorial Monument at Jack Evans DPD Headquarter

Lead Dept: Building Services Department

Action Requested: Authorize services contract with Professional Service Industries, Inc. to provide construction materials testing services during the construction of the Fallen Heroes Memorial Monument at Jack Evans DPD Headquarter located at 1400 S Lamar Street, Dallas, Texas.

Contract Number: BSD-2019-00008267 Contract Term: 04/15/19<sup>17H</sup> to 07/01/19

Background: This action will authorize the services of Professional Service Industries, Inc. to provide construction materials testing services during the construction of the Fallen Heroes Memorial Monument at Jack Evans DPD Headquarter. This is based on the screening committee evaluation's Memorandum 2018 Construction Materials Testing Services, Solicitation No. CIZ1728.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
06R44	PBW	PA11	PUBA	4310	PB98N819	CX BSD-2019-00008267	\$2,488.00	
						-		
						-		
Financing:							TOTAL:	\$2,488.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

4/8/2019  
Date

Approved as to Form by City Attorney

4/24/19  
Date

By City Manager

4/15/19  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**195854**  
**EFFECTIVE DATE**  
**4/8/2019** (AP)

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 APR 24 PM 3:45  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **PRP Services, LLC DBA: Municipal Mosquito** Vendor No. **VS0000076964**

Subject: **Renew Service Contract**

Lead Dept: **Code Compliance Services**

Action Requested: **To renew the service contract with PRP Services, LLC DBA: Municipal Mosquito for Zika & Chikungunya Viruses real time testing. This extension request is for time only.**

Contract Number: **CCS-2019-00009926** Contract Term: **05/01/2016** to **04/30/2020**

Background: **On March 23, 2016, Dallas City Council approved a one-year term service agreement with an option to renew with PRP Services, LLC DBA: Municipal Mosquito (VS0000076964) for Zika & Chikungunya virus real time testing in the amount of \$150,000.00 by resolution 16-0427 through an interlocal agreement for cooperative purchasing program with City of Grand Prairie. The renewal service contract will allow the Department of Code Compliance to continue with Zika Virus testing.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CCS	4221		3070		- MASCCCS4244-ZCV	0.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	<b>0.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	<b>3</b>	<b>16-0427</b>	<b>03/23/2016</b>	<b>\$150,000.00</b>	<b>\$150,000.00</b>	<b>\$ 0.00</b>	<b>0%</b>

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

 4/1/19  
 By Department Director Date

 4/12/19  
 Approved as to Form by City Attorney Date

 4/8/2019  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195855

EFFECTIVE DATE

4/8/2019 *AM*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2019 APR 24 PM 3:41  
 CITY SECRETARY  
 BILLS, TERMS, & FEES

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **PRP Services, LLC DBA: Municipal Mosquito** Vendor No. **VS0000076964**

Subject: **Renew Service Contract**

Lead Dept: **Code Compliance Services**

Action Requested: **To renew the service contract with PRP Services, LLC DBA: Municipal Mosquito for mosquito spraying ULV. This extension request is for time only.**

Contract Number:	<b>CCS-2019-00009923</b>	Contract Term:	<b>05/01/2016</b>	to	<b>04/30/2020</b>
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Background: **On March 23, 2016, Dallas City Council approved a one-year service agreement with an option to renew with PRP Services, LLC DBA: Municipal Mosquito (VS0000076964) for mosquito spraying ULV in the amount of \$50,000.00 by resolution 16-0427 through an interlocal agreement for cooperative purchasing program with Dallas County, Texas. The renewal service contract will allow the Department of Code Compliance to continue to provide mosquito spraying to prevent West Nile Virus and Zika Virus.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CCS	4221		3070		- MASCCCS4244-ULV	0.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	<b>0.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	<b>3</b>	<b>16-0427</b>	<b>03/23/2016</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>	<b>\$ 0.00</b>	<b>0%</b>

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

*[Signature]*  
Date

*[Signature]* 4/15/19  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

4/8/2019  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195856

EFFECTIVE DATE

04/19/2019 *POM*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Contract Extension.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
APR 18 8:19  
CITY OF DALLAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Northwest Butane Gas Co. dba Northwest Propane Gas Co. Vendor No. 060064

Subject: Fuel, Propane (Grade H-D5)

Lead Dept: ~~Department of Public Works~~ Procurement Services *POM*

Action Requested: Authorize a six-month extension to the current master agreement.

Contract Number:	PBW-2018-00006296	Contract Term:	4/25/2019	to	10/24/2019
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Background: On April 25, 2012 Dallas Council awarded 3-year master agreement with Northwest Butane Gas Co. dba Northwest Propane Gas Co. for propane and propane cylinders by Resolution No. 12-1170. This will allow the City to continue to purchase propane and propane cylinders under the same terms.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	OPS					- PBW-2018-00006296	\$0
						-	
						-	
Financing:						TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	5	12-1170	04/25/2012	\$228,335.16	\$50,000	\$ 278,335.16	21.94%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/18/19  
Date

*[Signature]* 4-24-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

4-19-19  
Date





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195857

EFFECTIVE DATE

4/8/19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2019 APR 25 AM 8:40  
 CITY SECRETARY'S OFFICE  
 1500 MAR 15 AVENUE  
 DALLAS, TEXAS 75201

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Corgan Associates, Inc. Vendor No. VS0000011627

Subject: Supplemental Agreement No. 1 - DAL Space Planning

Lead Dept: Department of Aviation

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Corgan Associates, Inc. to cover additional space planning services for three additional Department of Aviation sites at Dallas Love Field in an amount not to exceed \$12,000.00, from \$48,700.00 to \$60,700.00.

Contract Number: AVI-2018-00004310 Contract Term: 9/1/18 to 9/30/20

Background: The original award for interior design services for space planning at Dallas Love Field was effective August 20, 2018. The Department of Aviation subsequently added three additional buildings for space planning studies. The Foxtronics Building, the Snow and Ice Removal Building and Building A. Due to the addition of these buildings, the architect's fees increased, and the contract terms have been extended to cover the additional scope of work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7710	AV11	3070	A7710	CX- AVI-2018-00004310	\$12,000.00	
						-		
						-		
Financing:							TOTAL:	\$12,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	CR No. 18-6524	8/20/18	\$48,700.00	0	\$ 60,700.00	24.64%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *Mark Duebner* 3/28/19 Date  
 Approved as to Form by City Attorney *Robert A. Simo* 4/20/19 Date  
 By City Manager *[Signature]* 4/8/19 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195858

EFFECTIVE DATE

4.8.19 mlc

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETAR'S  
OFFICE  
DALLAS, TEXAS  
APR 24 AM 8:4

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No *mlc*
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Unison Consulting	<b>Vendor No.:</b>	VS0000063996
---------------------	-------------------	--------------------	--------------

**Subject:** Airport Financial Consulting Services -

**Lead Dept:** AVI

**Action Requested:** Authorize Administrative Action to extend the date of original contract for financial consulting services for 5 additional months. Specs are being edited and revised to be prepared to go to council. No funds requested, only extending date.

<b>Contract Number:</b>	AVI-2018-00005740	<b>Contract Term:</b>	1/1/2016	to	12/31/2019
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**Background:** Unison is a consulting firm that provides analysis of airline operations such as cost, charges, capital improvements, and other grant applications. Service provides critical data in regards to airport operations and management. See attached extension request. Seeking to extend date until the end of the year 12/31/2019 a 5 month extension. MA is currently being prepared to go before City Council.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	130	AVI	7710	AV11	3070		MASC AVIUNISON	\$0.00
	<b>Financing:</b> FY2019 Operating Fund							<b>TOTAL:</b>

<b>Contract Amendment Information:</b>	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	15-2049	11/11/2015	\$324,788.00	0.00	\$324,788.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

*[Signature]*  
4/5/19  
Date  
By City Manager

*[Signature]*  
Approved as to Form by City Attorney  
Date  
4/8/19

*[Signature]*  
04/16/19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

195859

EFFECTIVE DATE

04/11/2019 *Ma*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

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 CITY SECRETARY  
 DALLAS, TEXAS  
 APR 25 AM 10:13

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No *Ma*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Joseph Rodriguez Vendor No. VS99191

Subject: Sanitation Cultural Assessment Department: Sanitation Services

Action Requested: Authorize cultural assessment for Sanitation

Contract Number: PER-2019-00009893 Contract Term: To

Background: Cultural Assessment to identify issues, strengths and weaknesses in the Sanitation Services department. Employees will also be asked for feedback on HR Programs (e.g. recruiting, communication, training). After key issues have been identified, provide an implementation and change management implementation plan.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3581		3070			\$23,750.00
<b>TOTAL:</b>							\$23,750.00

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 APR 15 AM 10:55  
 CITY SECRETARY  
 DALLAS, TEXAS

Project No. Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*W. Lee*  
By Department Director 4/11/2019 DATE

*Dr. S. M. ...*  
Approved as to form by City Attorney 4/25/2019 DATE

*J. ...*  
By Assistant City Manager 4/11/19 DATE



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195860

EFFECTIVE DATE

Apr 24, 2019

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 DALLAS TEXAS  
 APR 25 PM 3:10

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Workday, Inc. Vendor No. VC15306

Subject: Human Capital Management Supplemental Agreement No. 2 – Change Order to amend SOW #137740

Lead Dept: Communication & Information Services

Action Requested: Authorize Supplemental Agreement no. 2, a change order to accept SOW #137740 for the reallocation of professional services hours from Phase III to Phase I.

Contract Number: DSV-2018-00004864 Contract Term: 3/1/2019 to 1/31/2024

Background: This change order will allow for the reallocation of professional service hours needed to build-out five integrations between the new human capital management system and existing legacy systems currently in use by the City. This change order mitigates the use of City resources for integration configuration and keeps the project on scheduled pace for completion.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- N/A	\$0.00
						-	
						-	
Financing:						No Cost Consideration	TOTAL: 0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	18-0372	2/28/2018	\$20,296,345	\$0.0	\$0.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

J. J. [Signature]  
By Department Director  
Feb 27, 2019  
Date

Barbara A. McAninch  
Approved as to Form by City Attorney  
Apr 25, 2019  
Date

[Signature]  
By City Manager  
Apr 24, 2019  
Date

BAMC  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195861

EFFECTIVE DATE

Apr 22, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **TYRA GOODLEY** Vendor No. VS0000069960

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "Art Boss Class". This project is a series workshops designed to empower the young creative. The two-day workshop series is comprised an all-day art class that will conclude with an open-to-the-public artist showcase. Participants will learn to create art that expresses self and heritage. Participants will learn what it means to be a cultural artist by discussions, creating art with mediums such as paints, pencils, markers, etc. on surfaces such as paper and canvas. The final, free exhibition will take place at the African American Museum. They will be available to Dallas residents of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024213) Contract Term: 4/25/19 to 9/30/2019

Background: The fee for this service is **\$6,750.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,375.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,375.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$6,750.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$6,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
By Department Director


Apr 22, 2019  
Date

*mpf*  
Approved as to Form by City Attorney

Apr 24, 2019  
Date

*Joyce Bassett*  
By City Manager

Apr 22, 2019  
Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195862
		EFFECTIVE DATE
		FEB 19 2019 RECEIVED CITY SECRETARY MAIL ROOM 26 AM 8:17

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No SA

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Moussa Diabate Vendor No. 352877

Subject: Cultural Enrichment Vendor – After School Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$6,000.00 for Moussa Diabate. The vendor will provide a West African Drumming Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 40 classes will be implemented during the proposed contract term.

Contact: Sergio Garza Jr. (214) 670-8039

Contract Number:	PKR-2019-00009356	Contract Term:	3/1/2019	to	9/30/2019
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Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Funding:	N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009356	\$6,000.00	
Financing: Multi-Year Funding Project # 0341-19-5789-100								TOTAL:	\$6,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%


APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Moussa Diabate 2.12.19 [Signature] 03-00-2019  
 By Department Director Date Approved as to Form by City Attorney Date

[Signature] [Signature] 2/19/19  
 Robert Abrah, President Date  
 Park and Recreation Board By City Manager

[Signature]  
 Secretary  
 Park and Recreation Board

CONTRACT REQUIRED

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <span style="font-size: 2em;">195863</span> <b>EFFECTIVE DATE</b> FEB 19 2019
-----------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No SA

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Sheila Cunningham Vendor No. VS000008336

Subject: Art Enrichment Vendor - After School Programs

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$12,600.00 for Sheila Cunningham. The vendor will implement a Clay Creations Program for afterschool participants. (Attached is a lesson plan for the program.) A total of 84 classes will be implemented during the proposed contract term.

Contact: Sergio Garza Jr. (214) 670-8039

Contract Number: PKR-2019-00009358 Contract Term: 3/1/2019 to 9/30/2019

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program, DISD awards Dallas PKR with funds for each school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009358	\$12,600.00
Financing: Multi-Year Funding Project # 0341-19-5789-100						TOTAL:	\$12,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2.12.19  
By Department Director Date

*[Signature]* 03-08-19  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Abrah, Director  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195864

EFFECTIVE DATE

APR 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
APR 26 AM 8:15  
DALLAS TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Joram Greber Vendor No. VS31973

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$10,000.00 for Joram Greber. The vendor will provide Kung Fu to the citizens of Dallas. Contact: Steve Baker 214-670-8847

Contract Number:	PKR-2019-00010103	Contract Term:	5/1/19	to	9/30/19
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071		3064		CX PKR-2019-00010103	\$10,000.00	
						-		
						-		
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jim Jimin* 4-17-19  
By Department Director Date

*Christine Lerner* 4-23-2019  
Approved as to Form by City Attorney Date

*Joram Greber* 4-19-19  
By City Manager Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195865

EFFECTIVE DATE

APR 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY  
DALLAS, TEXAS  
2019 APR 25 AM 8:17

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Tony Stephenson Vendor No. VC18131

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$10,000.00 for Tony Stephenson. The vendor will provide basketball training to the citizens of Dallas.  
Contact: Steve Baker 214-670-8847

Contract Number:	PKR-2019-00010105	Contract Term:	5/1/19	to	9/30/19
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071		3064		CX PKR-2019-00010105	10,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Wm. Williams* 4.17.19  
By Department Director Date

*Christine Lannan* 4-24-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4-19-19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195866

EFFECTIVE DATE

APR 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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DALLAS, TEXAS  
20 APR 26 AM 8:17

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Maria R. Gomez Vendor No. VS66508

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize an encumbrance of \$10,000.00 for Maria R. Gomez. The vendor will provide Zumba exercise classes to the citizens of Dallas  
Contact: Steve Baker 214-670-8847

Contract Number:	PKR-2019-00010104	Contract Term:	5/1/19	to	9/30/19
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071		3064		CX PKR-2019-00010104	\$10,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winn Winn* 4-17-19  
By Department Director Date

*Christine Lamer* 4-23-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4-18-19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195867

EFFECTIVE DATE

APR 19 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
MAY 13 10:58 AM '19

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Boss Chick Fitness	Vendor No.	VC18281
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Subject:	Contract Fee Instructor
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Lead Dept:	PKR
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**Action Requested:** Authorize an encumbrance of \$10,000.00 for Boss Chick Fitness. The vendor will provide dance workout classes to the citizens of Dallas.  
Contact: Steve Baker 214-670-8847

Contract Number:	PKR-2019-00010101	Contract Term:	5/8/19	to	9/30/19
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**Background:** Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT	
0001	PKR	5071		3064		CX	PKR-2019-00010101	\$10,000.00	
						-			
						-			
<b>Financing:</b>								<b>TOTAL:</b>	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winnie Winnie* 4.17.19 *Christine Lannan* 4-24-2019  
 By Department Director Date Approved as to Form by City Attorney Date

*J. Fontana* 4-19-19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195868

EFFECTIVE DATE

APR 17 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Maintenance Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 2019 APR 16 AM 8:17  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Native Restorations Vendor No. \_\_\_\_\_

Subject: Maintenance Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a one-year Park Maintenance Agreement with Native Restorations to restore and preserve Harry S. Moss Park through eradication of unwanted plant species. Native Restorations will also help maintain the open prairie areas and keep creeks and flood plain areas clean of debris/silt buildup.  
Contact: Sloan Anderson 214-670-0203

Contract Number: PKR-2019-00009933 Contract Term: 6/20/2019 to 6/19/2020

Background: Native Restorations is dedicated to the continued restoration and preservation of the Backland and Cross Timber Prairies indigenous to this specific area as it would have been 100 years ago. This is in keeping with the spirit of Mr. Moss' gift of this property to the city for public park access for all citizens' enjoyment and education.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX	PKR-2019-00009933	\$0.00
						-		
						-		
Financing:							<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
							\$ 0.00

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Winn Winn* 4-16-19  
By Department Director Date

*Christine Zennow* 4-22-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4-17-19  
By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195869

EFFECTIVE DATE

APR 17 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Outdoor Permit Program  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 CITY SECRETARY  
 DALLAS, TEXAS  
 20 APR 26 AM 8:17

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Face Painting In The Park – Cindy Leo Vendor No. \_\_\_\_\_

Subject: Approval of Outdoor Program Permits

Lead Dept: Parks and Recreation

Action Requested: Authorize the approval of an Outdoor Program Permit for Face Painting In The Park – Cindy Leo (Contractor), for the use of various parks at the days and times listed in Agreement Exhibit A. The Contractor will adhere to the terms set in the Outdoor Program Agreement and the Outdoor Fee-Based Program Guidelines.  
Contact John Lawrence 214-670-8860

Contract Number:	PKR-2019-00010078	Contract Term:	upon the date of execution	to	10/30/2019
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Background: Cindy Leo has submitted an application for an Outdoor Fee-Based Permit at White Rock Lake TP Hill Park. This is the first time this Contractor has requested a permit. These are permits approved by agreements for a term of no more than one (1) year. Per the agreement the City will receive from the Contractor 15% of revenues collected per program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00010078	\$0.00
						-	
						-	
Financing: No Cost To The City						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Umm Umm* 4-16-19  
By Department Director Date

*Christine Tanner* 4-22-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4/17/19  
By City Manager Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195870
		EFFECTIVE DATE
		<b>APR 17 2019</b> <small>2:08 AM 0:18</small> <small>CITY SECRETARY</small> <small>DALLAS TEXAS</small>

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Outdoor Permit Program  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Camp Gladiator, Inc.	Vendor No.	VC13414
Subject:	Approval of Outdoor Program Permits		
Lead Dept:	Parks and Recreation		

**Action Requested:** Authorize the approval of an Outdoor Program Permit to be granted to Laila Sarvarian, a representative of Camp Gladiator, Inc. (Contractor) for the use of various parks at the days and times listed in Agreement Exhibit B. Contractor will adhere to the terms set in the Outdoor Program Agreement and the Outdoor Fee-Based Program Guidelines, subject to Agreement Exhibit A. Contact John Lawrence 214-670-8860

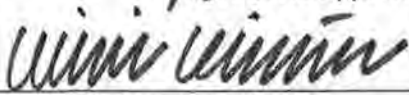
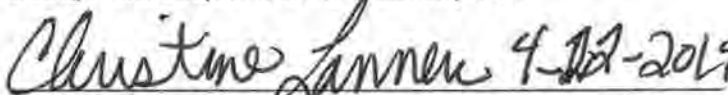

Contract Number:	PKR-2019-00009932	Contract Term:	6/15/2019	to	12/31/2019
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**Background:** Camp Gladiator, Inc. has conducted programs at City parks since 2008 under the Outdoor Fee-Based Permit Program. Camp Gladiator, Inc. has applied for permits from the City of Dallas to conduct programs at various parks for the upcoming year.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00009932	\$ 0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$ 0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 _____ By Department Director	 _____ Approved as to Form by City Attorney
_____ Date	_____ Date
 _____ By City Manager	_____ Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195871

EFFECTIVE DATE

4-19-19 SA

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 CITY SECRETARY'S OFFICE  
 DALLAS, TEXAS  
 APR 26 PM 1:22

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Peninsula Neighborhood Association Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with the Peninsula Neighborhood Association to assist with the native prairie cultivation, invasive species removal and native wildflower and seeding at White Rock Lake. A map identifying the area is provided.

Jonathan "Brett" Johnson (214) 671-1293

Contract Number:	PKR-2019-00009871	Contract Term:	4/19/2019	to	4/14/2020
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Background: The Peninsula Neighborhood Association is a local civic group, with a specific interest in prairie conservation and restoration. The group is interested in maintaining prairie unit 7 (and part of 8) at White Rock Lake indicated in the map provided. There is no cost to the city.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009871	0.00	
						-		
						-		
Financing:							TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*William* 4-16-19  
 By Department Director Date

*Christine Lanner* 4-21-2019  
 Approved as to Form by City Attorney Date

*Department* 4-19-19 SA  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195872

EFFECTIVE DATE

4-16-19

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 22 2019  
AM 10:27

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Extension  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Ethanol Products, LLC Vendor No. VS88141

Subject: Extension of Master Agreement

Lead Dept: Office of Procurement Services

Action Requested: Authorize a 12-month extension of the master agreement with Ethanol Products, LLC for Liquid Carbon Dioxide, and price increase from \$110 per ton to \$113 per ton (16-1054).

Contract Number:	POM-2016-00000822	Contract Term:	6/22/2019	to	6/22/2020
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Background: On June 22, 2016, City Council awarded a three-year master agreement to Ethanol Products, LLC (VS88141) for Liquid Carbon Dioxide in the amount of \$999,800.00 by Resolution (16-1054) from solicitation BW1610. Page three of the specifications allows for price increases at 6 month intervals with proper documentation and city approval. This is the first price increase for the master agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MA	
Financing:						TOTAL:	0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
		16-1054	6/22/2016	\$999,800.00	\$0	\$999,800.00	0

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/12/19  
Date

*[Signature]* 4/17/19  
Approved as to Form by City Attorney Date

*[Signature]* 4-16-19  
By City Manager Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195873

EFFECTIVE DATE

March 28, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY  
DALLAS TEXAS  
MAR 26 PM 2:52

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Angel Air Conditioning Refrigeration LLC Vendor No. VC9360

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for Home Improvement and Preservation Program at property address 1531 Arizona Avenue Dallas, Texas 75216 in the amount ~~\$71,193.20~~ ~~\*\*\*\*\*~~ \$71,193.20 JN

Contract Number:	HOU-2019-00009884	Contract Term:	4/1/2019	to	7/1/2019
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Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing. Cathy Battle is the homeowner. JN

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00 JN

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director Date 3/27/2019

*[Signature]*  
Approved as To Form by City Attorney Date 4/1/19

*[Signature]*  
By City Manager Date 3/28/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195874

EFFECTIVE DATE

March 28, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
03/26 PM 2:58

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Atilano Torres DBA Torres Construction Vendor No. 337798

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for Home Improvement and Preservation Program project at property address 2327 Macon Street Dallas, Texas 75215 in the amount of \$28,744.00

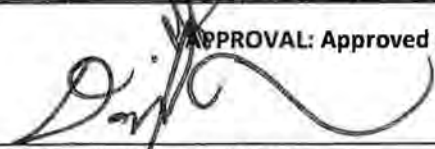
Contract Number: HOU-2019-000009885 Contract Term: 4/1/2019 to 7/1/2019

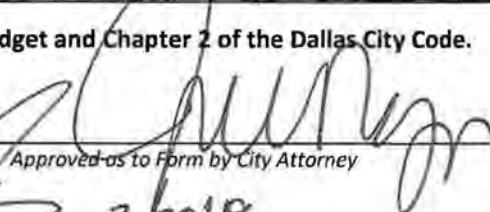
Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 3/27/2019  
 By Department Director Date

 3/29/19  
 Approved as to Form by City Attorney Date

 3/28/19  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195875

EFFECTIVE DATE

3-28-19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY  
DALLAS TEXAS  
2019 APR 26 PM 2:52

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Atilano Torres DBA Torres Construction Vendor No. 337798

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for Home Improvement and Preservation Program project at property address 6616 Erikaglen Drive Dallas, Texas 75241 in the amount of 10,000.00. **The homeowner is Mark Hawthorne.**

Contract Number: HOU-2019-00009890 Contract Term: 4/1/2019 to 7/1/2019

Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

3/27/2019  
Date

*[Signature]*  
Approved as to Form by City Attorney

TF 4/19/19  
Date

*[Signature]*  
By City Manager  
3/28/19  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195876

EFFECTIVE DATE

3/28/19 *rh*

1. Place an "X" in the appropriate box for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 CITY SECRETARY  
 DALLAS, TEXAS  
 2019 APR 06 PM 2:52

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Angel Air Conditioning Refrigeration LLC Vendor No. VC9360

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for Home Improvement and Preservation Program at property address 9220 Sweetwater Drive Dallas, Texas 75228 in the amount \$39,179.81. *The homeowner is Mildred A. Alleyne TF*

Contract Number:	HIOU-2019-00009883	Contract Term:	4/1/2019	to	7/1/2019
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Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						<b>TOTAL:</b>	<i>0.00 rh</i>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director Date 3/27/2019

*[Signature]*  
Approved as to Form by City Attorney Date *TF 4/19/19*

*[Signature]*  
By City Manager Date 3/28/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

## ADMINISTRATIVE ACTION

195877

EFFECTIVE DATE

March 28, 2019

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 26 PM 2:53  
 MARCH 28 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Atilano Torres DBA Torres Construction Vendor No. 337798

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute payment for Home Improvement and Preservation Program project at property address 2722 Canary Drive Dallas, Texas 75216 in the amount of \$79,734.50. *Rosie Lee Caldwell is the homeowner.*

Contract Number: HOU-2019-00009887 Contract Term: 4/1/2019 to 7/1/2019

Background: On May 9, 2018 by Resolution No. 180704, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
								-
							-	
							-	
Financing:							<b>TOTAL:</b>	0.00 \$

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							\$

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

3/27/2019  
Date

*[Signature]*  
Approved as to Form by City Attorney

3/28/19  
Date

*[Signature]*  
By City Manager Date 3/28/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195878

EFFECTIVE DATE

4-15-19 u

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Extension  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 29 11:55

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Quality Traffic Data, LLC Vendor No. VS0000084902

Subject: Service Contract Extension

Lead Dept: Office of Procurement Services

Action Requested: Authorize Supplemental Agreement No. 1 with Quality Traffic Data, LLC to extend the Service Contract for one year for traffic counting services under the same terms and conditions. (16-0614)


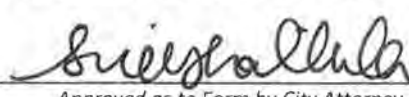
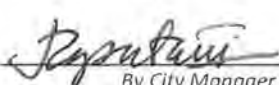
Contract Number:	POM-2016-00000531	Contract Term:	5/10/2019	to	5/10/2020
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Background: On April 27, 2016, City Council authorized a three-year service contract with Quality Traffic Data, LLC (VS0000084902) in the amount of \$318,000.00 by Resolution No. 16-0614 resulting from solicitation BQZ1607. This service contract provides for traffic counting services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	16-0614	4/27/2016	\$318,000.00	\$0.00	\$318,000.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director      Date: 4-12-19      Approved as to Form by City Attorney      Date: 4/22/19  
 By City Manager      Date: 4-15-19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195879

EFFECTIVE DATE

4-15-19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Contract Extension  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2 APR 29 PM 2:11  
CITY OF DALLAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Lite & Barricade Vendor No. 053684

Subject: Guard Rails, Dome Posts & Guard Rail Components

Lead Dept: POM *SM*

Action Requested: Authorize an extension of one (1) year to the current Master Agreement

Contract Number: POM-2016-00001322 Contract Term: 4/10/2018 <sup>09 19</sup> AD to 4/9/2019 <sup>20</sup> AD

Background: On April 10, 2013 Dallas City Council awarded a three (3) year master agreement to Dallas Lite & Barricade (053684) for the purchase of metal beam guard rails, dome posts and guard rail components in the amount of \$1,456,644.89 through solicitation BA1304 by Resolution 13-0606. This extension will allow the City to continue to purchase these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	OPS					POM-2016-00001322	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	4	13-0606	4/10/2013	\$1,456,644.89	\$0.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director  
*[Signature]*

4/12/19  
Date

*[Signature]*  
Approved as to Form by City Attorney

4/25/19  
Date

*[Signature]*  
By City Manager  
4-15-19  
Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195880

EFFECTIVE DATE

4/25/19<sup>SC</sup>

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Application  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S  
OFFICE  
APR 29 PM 2:28  
DALLAS TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Central Dallas Association dba Downtown Dallas, Inc. SC Vendor No. 503465

Subject: Library Program at Main Street Garden

Lead Dept: Library

Action Requested: Authorize completion and execution of application with Downtown Dallas for a Library program.

Contract Number:	LIB-2019-00010072	Contract Term:	05/11/2019	to	12/09/2019
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Background: The Dallas Public Library has partnered with Downtown Dallas to host a dog story time at Main Street Garden for pets and pet owners. This program will be reoccurring through November 9, 2019. Downtown Dallas requires completion and execution of an application for the use of Main Street Garden as the venue for the Library's program. No cost consideration to the City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

04.19.19  
Date

*[Signature]*  
Approved as to Form by City Attorney

4/29/18  
Date

*[Signature]*  
By City Manager

4/25/19  
Date





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195881

EFFECTIVE DATE

4/29/19 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No N/A

Vendor Name: Barnes & Thornburg LLP Vendor No. \_\_\_\_\_

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Barnes & Thornburg LLP, to provide legal services and representation to Councilman Philip T. Kingston in an ethics matter, as required by Section 12A-32(2)(B) of the Dallas City Code. This contract shall not exceed \$16,050.

Contract Number: ATT-2019-00010292 Contract Term: 4/29/19 KB to Indefinite


Background: Barnes & Thornburg LLP is being retained to provide legal services and representation to Councilman Philip T. Kingston in an ethics matter, as required by Section 12A-32(2)(B) of the Dallas City Code. The firm will be paid on an hourly rate basis as provided by the engagement letter dated April 24, 2019. This contract shall not exceed \$16,050.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3888		3033		CX ATT-2019-00010292	\$16,050.00	
						-		
						-		
Financing:							TOTAL:	\$16,050.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 4.29.19 Date  
 By Department Director

 4-29-19 Date  
 Approved as to Form by City Attorney

 4/29/2019 Date  
 By City Manager

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <span style="font-size: 2em;">195882</span>
		<b>EFFECTIVE DATE</b>
		Apr 29, 2019

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	TERRANCE M. JOHNSON PROJECT	Vendor No.	VS91771
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall produce the program entitled D.A.L.L.A.S. Summer Dance Academy (DSDA). DSDA is an educational outreach initiative hosted in collaboration with the Dallas Housing Authority and Frazier Revitalization that provides fifty (50) youth, ages 8-17 with a seven-week interdisciplinary training program using the art of dance to promote the City of Dallas Mayor's Summer Reading Challenge. The program will help develop participants' literacy, academic writing skills, and critical thinking through movement study within a technical dance-training curriculum. This open-to-the-public program will be held at the Frazier Revitalization Center during the months of June and July 2019.

Contract Number:	OCA-2019-00009336 (00024169)	Contract Term:	05/01/2019	to	08/31/2019
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**Background:** **TERRANCE M. JOHNSON DANCE PROJECT** was selected through a panel process to participate in the Cultural Vitality Program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,500.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$5,000.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or **\$2,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$10,000.00	
<b>Financing:</b>							<b>TOTAL:</b>	<b>\$10,000.00</b>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<i>Jennifer Scripps</i>	Apr 29, 2019	<i>[Signature]</i>	Apr 29, 2019
By Department Director	Date	Approved as to Form by City Attorney	Date
	<i>[Signature]</i>	Apr 29, 2019	
	By City Manager	Date	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195883

EFFECTIVE DATE

Apr 23, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **NJOKI MCELROY** Vendor No. VS93468

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "Freedman's Town to Botham Jean: Stories For Racial Hearing". This project is a live, storytelling show featuring seven Dallas residents reading aloud their true personal stories about racial tension in Dallas. The first show will take place in early May at the Pan-African bookstore, and it will subsequently be launched at the Moody Performance Hall. After the Moody's performance there will be five Saturday performances at various city-operated venues. The show will provide historical context of racial tension in Dallas while offering a personal lens to provide understanding and education. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024212) Contract Term: 4/29/2019 to 7/31/2019

Background: The fee for this service is **\$6,750.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,375.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,375.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF-R2	MASC OCA-2019-00009545	\$6,750.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$6,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer Scripps (Apr 23, 2019)  
By Department Director

Apr 23, 2019  
Date

*Jennifer Scripps*  
Approved as to Form by City Attorney  
Apr 29, 2019  
Date

*Joey Zapata*  
Joey Zapata (Apr 23, 2019)  
By City Manager

Apr 23, 2019  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195884

EFFECTIVE DATE

Apr 5, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **KAEL ALFORD** Vendor No. VC18389

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "#DallasIsHome". This project involves a series of collaborative, photographic portraits of a diverse range of immigrants in Dallas. Interviews about their lives will be conducted to document their experiences and their interactions with Dallas residents. The stories of the daily lives of these immigrants will become a visual, story-telling tool, and the final images and excerpts of the interview transcripts will be displayed on the ground floor of Dallas City hall as an open-to-the-public exhibition available to all residents and visitors. The goal of this project is to broaden the viewpoints, diversity, and reach of stories shared between those who encounter the exhibition and who may also follow the Instagram hashtag #DallasIsHome. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024215) Contract Term: 4/10/19 to 9/30/2019

Background: The fee for this service is **\$6,750.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,375.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,375.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$6,750.00
Financing: General Fund							TOTAL: \$6,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer Scripps (Apr 3, 2019)  
By Department Director

Apr 5, 2019

*Josy Zapata*  
Josy Zapata (Apr 5, 2019)  
By City Manager

*Quinn*  
Approved as to Form by City Attorney

Apr 29, 2019

Apr 5, 2019

Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**195885**  
**EFFECTIVE DATE**  
**FEB 19 2019**

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY  
FEB 19 2019 3:55

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

**Vendor Name:** Spectrum Reach/Charter Communications **Vendor No.:** VC16839  
**Subject:** Advertising for Bahama Beach Waterpark  
**Lead Dept:** Park and Recreation

**Action Requested:** Authorize an encumbrance of \$24,000.00 for Spectrum Reach/Charter Communications. The vendor will provide television advertising for the DFW Metroplex area. TV Commercials will focus on South Dallas, East Dallas, North Dallas, Irving, Duncanville and the Park Cities. Additional streaming TV ads will target the DFW Metroplex area.  
Contact: Rich Sharnsky (214) 671-0821  
**Contract Number:** PKR-2019-00009370 **Contract Term:** 5/1/19 to 9/30/19

**Background:** Advertising is essential to generate Waterpark attendance. Spectrum targets the population of the DFW Metroplex area which is a portion of our attendance demographic.  
Advertising Bidding Exemption Chap. 252.022 (Sec 16) State Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5164		3320		CX PKR-2019-00009370	\$24,000.00
						-	
						-	
<b>Financing:</b> Current FY						<b>TOTAL:</b>	\$24,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2/12/19  
By Department Director Date

*[Signature]* 3/15/19  
Approved as to Form by City Attorney Date

*[Signature]*  
Robert Akbari, President  
Park and Recreation Board

*[Signature]* 2/19/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195886

EFFECTIVE DATE

FEB 28 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Target Media dba Valpak Vendor No. VS0000030450

Subject: Advertising for Bahama Beach Waterpark

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$15,300.00 for Dallas Target Media dba Valpak. The vendor will provide direct mail advertising for three months (May, June and July 2019) to 200,000 homes on the target market areas. Cost includes printing, insertion and postage of the double-sided, four color Valpak insert as well as online coupons.  
Contact: Rich Sharnsky (214) 671-0821

Contract Number:	PKR-2019-00009513	Contract Term:	5/1/2019	to	9/30/2019
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Background: Valpak direct mailing advertising has been a successful marketing tool since 2008. Valpak direct mail advertising will reach 200,000 homes each month, within prime target market areas for the Waterpark and will provide a total of 600,000 exposures for the advertising campaign in addition to the online coupons. Advertising Bidding Exemption Chap. 252.022 Gen Exemptions (Sec 16) State Government Code.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009513	\$15,300.00	
Financing: Current FY							TOTAL:	\$15,300.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 2-26-19  
By Department Director Date

*[Signature]* 3/21/19  
Approved as to Form by City Attorney Attested by: Date

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 2/28/19  
By City Manager Date

*[Signature]*  
Secretary



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195887

EFFECTIVE DATE

3-8-2019 MH  
3-7-2019 MH

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Sheraton Hotel Dallas Vendor No. VS0000038399

Subject: Hotel use for Senior Program Divisions Mother's Day Event

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$35,000.00 for Sheraton Dallas Hotel. The vendor will provide ballroom space for the Senior Program Divisions Annual Mother's Day Event on May 3, 2019.

Contact: Daryl Quarles (214) 671-1601

Contract Number: PKR-2019-00009570 Contract Term: 05/3/2019 to 6/3/2019

Background: The Sheraton hotel founded in 1937 is tailor-made for meetings, weddings and events of all sizes, from intimate gatherings to grand conferences. It is located in downtown Dallas in the financial district.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	1726		3020		CX PKR-2019-00009570	\$35,000.00
Financing: Current FY							TOTAL: \$35,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 3.05.19  
By Department Director Date

*[Signature]* 4/26/19  
Approved as to Form by City Attorney Date

*[Signature]* 3/7/19  
By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195888

EFFECTIVE DATE

2-21-19

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: JumpR2, Inc. dba Arcpoint Labs of Plano Vendor No. VS0000084537

Subject: Alcohol & Controlled Substance Testing for DPD

Lead Dept: Dallas Police Department (DPD)

Action Requested: Authorize a 6-month extension of the existing service contract

Contract Number: DPD-2019-0008962 Contract Term: June 1, 2014 to Nov. 31, 2019

Background: On May 14, 2014 City Council authorized a five-year service contract with JumpR2, Inc. dba Arcpoint Labs of Plano (VS0000084537) in the amount of \$115,023 for alcohol and controlled substance testing for Police by resolution no. 14-0738 from solicitation no. BY1408. This extension will allow DPD to continue to utilize this service contract at the same terms and conditions

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						- BY1408	\$0	
						-		
						-		
Financing:							TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	14-0738	6/1/2014	\$115,023.00	\$0	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195889

EFFECTIVE DATE

4-15-19 w

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Extension  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Evans Enterprises, Inc. Vendor No. 517530

Subject: Extension of Service Contract

Lead Dept: Office of Procurement Services

Action Requested: Authorize Supplemental Agreement No. 1 with Evans Enterprises, Inc. to extend the Service Contract for two years for Electric Motor Repair for Flood Control (16-0519).

Contract Number:	POM-2016-00000496	Contract Term:	4/13/2019	to	4/13/2021
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Background: On April 13, 2016, City Council awarded a three-year term service contract to Evans Enterprises, Inc. (517530) for Electric Motor Repair for Flood Control in the amount of \$1,867,476.00 by Resolution.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- MA	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	16-0519	4/13/2016	\$1,867,476.00	\$0	\$1,867,476.00	0

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/12/19  
Date

*[Signature]* 4/18/19  
Approved as to Form by City Attorney Date

*[Signature]* 4-15-19  
By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195890

EFFECTIVE DATE

4.18.19 Lmw

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No Lmw

Vendor Name: Huitt-Zollars, Inc. Vendor No. 090025

Subject: Urban Design Capacity Building Program

Lead Dept: Public Works

Action Requested: Authorize Supplemental Agreement No. 2 to the consulting services contract with Huitt-Zollars, Inc. for additional consulting services for the Urban Design Capacity Building Program in the amount of \$0.00. This action will not increase the contract amount of \$595,500.00.

Contract Number:	PBW-2017-00003476	Contract Term:	2/24/16	to	5/31/19
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Background: The Urban Design Capacity Building Program provides for the update of the Paving and Drainage Manuals to align with the Complete Street Manual vision of building safe and comfortable streets for all users that was adopted by Dallas City Council in January 2016. Updating these manuals have been far more extensive than was initially anticipated. Consequently, unused funds in tasks that are no longer needed are being reallocated to different tasks where they are needed per Exhibit A attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
					PB03W063		\$ 0.00	
Financing:							TOTAL:	\$ 0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	16-0386	2/24/16	\$ 546,000.00	\$ 49,500.00	\$ 595,500.00	9.07%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

4/17/19  
Date

*[Signature]*  
Approved as to Form by City Attorney

4-29-19  
Date

*[Signature]*  
By City Manager  
4/18/19  
Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195891

EFFECTIVE DATE

4-19-19 Lmv

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Civil Associates, Inc. Vendor No. 512422

Subject: Lake Highlands Transit Oriented Development (TOD) Sustainable Development Infrastructure Project

Lead Dept: Public Works

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with Civil Associates, Inc. for the Lake Highlands Transit Oriented Development Sustainable Development Infrastructure Project to provide additional engineering services to complete the White Rock Creek floodplain hydraulics model, provide construction oversight services for the Skillman Street's median improvements and to extend the term of the contract from June 15, 2018 to April 15, 2020 in an amount not to exceed \$27,639.48, from \$341,503.56 to \$369,143.04.

Contract Number: PBW-2017-00002893 Contract Term: April 2019 to April 2020

Background: The Lake Highlands Transit Oriented Development Infrastructure Development project is to construct a 12-foot wide trail that is entirely located within the floodplain of Jackson Branch and White Rock Creek. Because the proposed trail includes two pedestrian bridge crossings over Jackson Branch and White Rock Creek, the hydraulics models must be analyzed and a floodplain alteration permit approval is required before the construction can begin. The hydraulics models for the White Rock Creek crossing has to be reanalyzed in order to develop a plan to minimize the loss of valley storage in the floodplain and limit the impacts to the Waters of the U.S. to less than 1/10 acre. This Supplemental Agreement No. 2 will provide such additional engineering services. At the request of the Lake Highlands Planned Improvements District, this supplemental agreement will also provide construction oversight services for the median improvements on Skillman Street.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0052	ECO	W249	ECSD	4111	ECSD0006	CX PBW-2017-00002893	\$19,282.24
0556	PBW	P737	ECSD	4111	ECSD0006	CX PBW-2017-00002893	\$8,357.24
Financing: Skillman Corridor TIF District Fund and Capital Projects Reimbursement Fund						TOTAL:	\$27,639.48

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	17-6879	10/09/2017	\$49,450.04	\$292,053.52	\$369,143.04	646.50%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]*  
Date 4/18/19

Approved as to Form by City Attorney *[Signature]*  
Date 4-29-19

By City Manager *[Signature]*  
Date 4/19/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195892

EFFECTIVE DATE

Apr 22, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order:  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **PRISCILLA RICE** Vendor No. VS0000079025

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

**Action Requested:** Consultant shall produce a project entitled "Voices of Pleasant Grove". This project will encompass a six-week program that will bring teaching artists to instruct students ages 12 to 17 in the areas of poetry, theater, and dance/movement. This project aims to increase access to the arts in the Pleasant Grove community. Participants will create original works of poetry and monologues with guidance from teaching artists. Participants will also be able to use movement and dance in the piece that they create. The classes will take place beginning in June through July of 2019. The six-week program will close with a presentation/performance that will be open to the public. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00009336 (00024184) Contract Term: 4/25/2019 to 8/31/2019

**Background:** The fee for this service is **\$3,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$1,500.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$1,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$3,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$3,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jennifer Scripps*  
Jennifer Scripps (Apr 22, 2019)

By Department Director

Apr 22, 2019

Date

*Letty Espinoza*  
Letty Espinoza (Apr 22, 2019)

By City Manager

*Christen Sutton*  
Christen Sutton (Apr 30, 2019)

Approved as to Form by City Attorney

Apr 30, 2019

Date

Apr 22, 2019

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195893

EFFECTIVE DATE

2/15/19 *DR*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
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2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Lite & Barricade Inc Vendor No. 053684

Subject: Rental Agreement for 2 Radar Trailers

Lead Dept: Transportation

Action Requested: The Department of Transportation is renting two radar speed monitoring trailers to place on 12<sup>th</sup> Street between Edgefield and Hampton road through July 31, 2019.

Contract Number:	TRN-2019-00009375	Contract Term:	01/01/2019	to	06/30/2019
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Background: This area has dangerous speeding problem which the City will temporarily address using the radar speed monitoring trailers until more permanent traffic calming measures can be implemented.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	TRN	1579	PB13	3061		TRN-2019-00009375	\$9,360.00
Financing:							TOTAL: 9,360.00 <i>DR</i>

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* *2/7/19*  
By Department Director Date

*[Signature]* *3/14/19*  
Approved as to Form by City Attorney Date

*[Signature]* *2/15/2019*  
By City Manager Date



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

195894

EFFECTIVE DATE

April 29, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Ericsson, Inc. Vendor No. VS88446

Subject: Central Traffic Management System

Lead Dept: Transportation (TRN)

Action Requested: Authorize Supplemental Agreement 2 for a change order to allow Ericsson to set up a Microsoft Azure commercial cloud instance to host the login services.

Contract Number:	DSV-2017-00001902	Contract Term:	3/27/2019	to	09/11/2022
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Background: Council approved the implementation of a central traffic management system in 2017. This change order will allow Ericsson to set up a Microsoft Azure commercial cloud instance to host login services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0198	DSV	1641		3070		MASC DSV-2017-00001902	\$38,307.99	
						-		
						-		
Financing:							TOTAL:	\$38,307.99

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	17-1334	8/23/2017	\$9,876,527.74	\$0.00	\$9,914,835.73	.38%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Michael T. Rogres  
Michael T. Rogres (Apr 24, 2019)  
By Department Director Apr 24, 2019 Date

Don Knight  
Don Knight (Apr 30, 2019)  
Approved as to Form by City Attorney Apr 30, 2019 Date

[Signature]  
By City Manager Apr 29, 2019 Date

OK