



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER

240716

EFFECTIVE DATE

August 1, 2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

1. The cumulative total of all change orders must not exceed 25% of the original contract amount.
2. Attach all supporting documents.
3. See Administrative Directive 4-5 for additional information and routing.
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
CITY OF DALLAS, TEXAS
AUG - 1 AM 1295

VENDOR NAME: Tiseo Paving Company **VENDOR NUMBER:** 011466

CONTRACT NAME: Canada Drive from Westmoreland Rd to Hampton St **DEPARTMENT:** PBW

CONTRACT NUMBER: PBW-2022-00019927 **CONTRACT TERMS:** 01/31/2023 to 09/29/2025

ACTION REQUESTED: Authorize Change Order Number 4 to the construction contract with Tiseo Paving Company for the Canada Drive project. This action will add \$40,685.00 to the contract increasing the contract amount from \$23,448,623.00 to \$23,489,308.00.

BACKGROUND: This change order consists of the following: During construction, it was discovered that 2 existing school flashers will need to be removed and reset. Also, it was discovered that additional Wastewater Main items are needed to complete the DWU scope for the project. This action will add new items to the contract and will increase the quantities of the necessary contract items as needed. It will also add days to the contract to compensate the contractor for the extra work. All items needed for this change order are included in the attachment.

FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	PBW	VA08	THRF	4510	PB17VA08	CX-PBW-2022-00019927	\$21,630.00
4116	DWU	PS42	-	4560	719002	CX-PBW-2022-00019927	\$19,055.00
PROGRAM NO.:		PB17VA08		FINANCING:		2017 General Obligation Bond Fund & Water Utility Capital Improvement F Fund	TOTAL: \$ 40,685.00

CHANGE ORDER DATA:	Change Order No.: 4	Original CR/AA No.: 22-1447	Original CR/AA Date: 9/28/2022	Original CR/AA Amount: \$ 23,237,640.50
	Total of Previous Change Orders: \$ 210,982.50		Previous Total Amount: \$ 23,448,623.00	
	Change Amount Including this Order: \$ 251,667.50	Total Amount Including this Order: \$ 23,489,308.00	Total Change Order Percentage: 1.08 %	

GO4E H&H

APPROVAL

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

By Department Director

Ali Hatifi, P.C.

Date 8/1/24



City of Dallas

RECEIVED 240717
AUG -2 PM 1:40
OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

CITY SECRETARY
DALLAS, TEXAS

6/10/2024

TRAFFIC LOGIX CORPORATION

James Weatherall

3 Harriet Lane

Spring Valley, NY 10977

j.weatherall@trafficlogix.com

866-915-6449

RE: Purchase and Installation of Speed Cushions

Dear James Weatherall

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 9/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 3/21/2025, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 8/6/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

James Weatherall (Jun 10, 2024 10:13 EDT)

Jun 10, 2024

Authorized Signature

James Weatherall

CRO

Date

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

 Director, Office of Procurement Services

Dev Rastogi

Dev Rastogi (Aug 1, 2024 07:17 CDT)

Director,

g.a.khannari
g.a.khannari (Jul 15, 2024 09:18 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



City of Dallas

OFFICE OF PROCUREMENT SERVICES EXTENSION REQUEST LETTER

6/10/2024

RECEIVED
240718
2024 AUG -2 PM 1:41

CITY SECRETARY
DALLAS, TEXAS

Eurofins Environmental Testing South Central, LLC DBA Eurofins Xenco

Greg Grandits

4145 Greenbriar Dr

Stafford, TX 77477

Greg.Grandits@et.eurofinsus.com

281-240-4200

RE: Analytical Laboratory Testing Services

Dear Greg Grandits

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 12/8/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 6/6/2025, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 10/10/2024.

YES, I agree to extend this agreement.

NO, I decline to extend this agreement.

Carlos A. Castro
Carlos A. Castro (Jun 13, 2024 12:05 CDT)

Jun 13, 2024

Authorized Signature

Date

Carlos A. Castro

Business Unit Manager - Eurofins Dallas

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

 Director, Office of Procurement Services

Dev Rastogi

Dev Rastogi (Aug 1, 2024 07:18 CDT)

Director,

Sarah Standifer

Sarah Standifer (Jul 13, 2024 20:09 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

240719

2024 AUG -5 PM 3:40

7/11/2024

CITY SECRETARY
DALLAS, TEXAS

GSC ENTERPRISES, FIDELITY

Jeff Clemons

ATTENTION: ROBYN FOLLIS P.O. BOX 768

SULPHUR SPRINGS, TX 75482

JClemmons@FidelityExpress.com

214-695-2682

RE: GSC ENTERPRISE, LLC DBA FIDELITY EXPRESS AA#146705

Dear Jeff Clemons

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 08/01/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 08/01/2025, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 7/18/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Jeff Clemons

Jeff Clemons (Jul 16, 2024 09:27 CDT)

Jul 16, 2024

Authorized Signature

Jeff Clemons

Date

Business Development Mgr

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Director,

Sarah Standifer

Sarah Standifer (Jul 16, 2024 09:53 CDT)

Assistant City Manager/Chief

Dev Rastogi

Dev Rastogi (Aug 5, 2024 14:14 CDT)

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)

RECEIVED 240720



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2024 AUG -6 PM 4:50

CITY SECRETARY
DALLAS, TEXAS

3/28/2024

Howmedica Osteonics Corp/Stryker Sales, LLC

Tom Tackabury

3800 E. Centre Avenue Stryker Sales, LLC, Medical Division

Portage, MI 49002

tom.tackabury@stryker.com

248-860-3540

RE: Parts, Repair, Preventative Maintenance and Calibration

Dear Tom Tackabury

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 4/19/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Tom Tackabury

Mar 28, 2024

Authorized Signature	Date
Tom Tackabury	Sr. Sales Manager
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Dominique Artis

Dominique Artis (Aug 6, 2024 16:14 CDT)

Director,

Justin Ball

Justin Ball [Jul 16, 2024 10:59 CDT]

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240721
EFFECTIVE DATE
Aug 5, 2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

1. The cumulative total of all change orders must not exceed 25% of the original contract amount.
2. Attach all supporting documents.
3. See Administrative Directive 4-5 for additional information and routing.
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

2024-7 PM 4:59
DALLAS, TEXAS
RECEIVED

VENDOR NAME:	JB & Co, LLC						VENDOR NUMBER:	VS98529	
CONTRACT NAME:	Kiowa Parkway Trail & Bridge						DEPARTMENT :	Park and Recreation	
CONTRACT NUMBER:	PKR-2023-00022068			CONTRACT TERMS:		90 Working Days	to	90 Work Days	
ACTION REQUESTED:	Authorize C.O. No. 1, an increase to the construction contract with JB & Co, LLC in the amount of \$41,903.88; thereby increasing the contract from \$399,500.00 to \$441,403.90								
BACKGROUND :	This change order consists of the following: Installation of additional 6" Concrete reinforced Rip Rap at Creek Bank and additional Metal Beam Guard Fence (MBGF) installation at all four Bridge Corners								
FUNDING: <i>Wilson Holliday 7/26/24</i>	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	4T00	PKR	VK53	HIBT	3099	PK06VK53	PKR-2023-00022068		\$41,903.88
									\$
									\$
	PROGRAM NO.:		PK06VK53		FINANCING: Park and Recreation Facilities Fund				TOTAL: \$41,903.88
CHANGE ORDER DATA:	Change Order No.: 1		Original CR/AA No.: 1406	CC 23-1406		Original CR/AA Date: 3	10/26/2023	Original CR/AA Amount:	\$ 399,500.00
	Total of Previous Change Orders: \$ 0.0					Previous Total Amount: \$ 399,500.00			
	Change Amount Including this Order: \$ 41,903.88				Total Amount Including this Order: \$ 441,403.90			Total Change Order Percentage:	10.49 %
	APPROVAL								
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.									
By Park Board President <i>[Signature]</i> <small>Arun Agarwal (Aug 7, 2024 15:23 CDT)</small>							Date Aug 7, 2024		
By Department Director <i>[Signature]</i> <small>John Jenkins (Aug 5, 2024 12:56 CDT)</small>							Date		
<i>John Jenkins</i>							Aug 5, 2024		

Jeanne Lane
7/25/24

Yesenia Valdez - Interim Board Secretary
Yesenia Valdez - Interim Board Secretary (Aug 7, 2024 15:24 CDT)

Aug 7, 2024

Rev. 11-1-2021

RECEIVED

240722

Memorandum

2024 AUG 19 AM 9:06

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE 8/16/2024

TO City Secretary

SUBJECT Correction to Administrative Change Order 24-0722

This is the first correction to the subject Administrative Change Order.

The subject Administrative Change Order was approved 8/1/2024.

Changes are needed to change the dollar amount in the action requested:

Authorize Change Order No. 5 to the construction contract with Joel Brown & Co., LLC., dba J.B. & Co. for additional construction services at the Centennial Building, located at 1001 Washington Avenue, in the amount of \$29,138.70; thereby increasing the contract from \$5,706,734.88 to \$5,735,873.58.

Action requested should read:

Authorize Change Order No. 5 to the construction contract with Joel Brown & Co., LLC., dba J.B. & Co. for additional construction services at the Centennial Building, located at 1001 Washington Avenue, in the amount of \$29,138.70; thereby increasing the contract from \$5,201,867.44 to \$5,231,006.14

Department: Park and Recreation Department

Director (or designee): John Jenkins (Aug 16, 2024 12:05 CDT)

Aug 16, 2024

Signature

John Jenkins

Date

Print Name

Attachment for reference: Council Resolution [number], and if applicable, previous correction memo(s)

OFS: Approved

Denied

Is ATT Approval Needed? Y N

OFS:

Signature

Date

John Jenkins
8/16/24



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240722
EFFECTIVE DATE
Aug 1, 2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

- 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 for additional information and routing.
- Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

VENDOR NAME: Joel Brown & Co., LLC dba J.B. & Co.		VENDOR NUMBER: VS98529							
CONTRACT NAME: Centennial Building Improvements		DEPARTMENT: Park and Recreation							
CONTRACT NUMBER: PKR-2022-00019574		CONTRACT TERMS: From 6/27/2024 to 8/31/2024							
ACTION REQUESTED:	Authorize Change Order No. 5 to the construction contract with Joel Brown & Co., LLC., dba J.B. & Co. for additional construction services at the Centennial Building, located at 1001 Washington Avenue, in the amount of \$29,138.70; thereby increasing the contract from \$5,706,734.88 to \$5,735,873.58.								
BACKGROUND:	This change order consists of HVAC repairs to allow proper air flow and to minimize condensation. The Contract Time will extend by 65 days. See attached contractor's proposal, dated 6/4/24, for additional details.								
FUNDING: <i>John Jenkins</i> 7/29/2024	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	1V02	PKR	VC08	FPRK	4599	PK17VC08	CX- PKR-2022-00019574 -1	\$ 29,138.70	
								\$	
								\$	
		PROGRAM NO.:	PK17VC08		FINANCING:	Fair Park Improvements (C) Fund		TOTAL:	\$ 29,138.70
CHANGE ORDER DATA:	Change Order No.:	5	Original CR/AA No.:	230191	Original CR/AA Date:	1/25/23	Original CR/AA Amount:	\$ 4,697,000.00	
	Total of Previous Change Orders:				\$ 504,867.44		Previous Total Amount:		\$ 5,201,867.44
	Change Amount Including this Order:				\$ 534,006.14		Total Amount Including this Order:		\$ 5,231,006.14
							Total Change Order Percentage:		11.37 %
<div style="display: flex; justify-content: space-between;"> TL APPROVAL CTN </div>									
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.									
By Department Director							Date		
<u>John Jenkins</u> <small>John Jenkins (Aug 1, 2024 16:39 CDT)</small>							Aug 1, 2024		

Arjun Agarwal
Arjun Agarwal (Aug 7, 2024 15:49 CDT)

Arun Agarwal, President
Park and Recreation Board

Aug 7, 2024

Date

Attested by:

Yesenia Valdez - Interim
Yesenia Valdez - Interim (Aug 7, 2024 15:53 CDT)

Yesenia Valdez, Secretary
Park and Recreation Board

Aug 7, 2024

Date



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240723
EFFECTIVE DATE
Aug 1, 2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

1. The cumulative total of all change orders must not exceed 25% of the original contract amount.
2. Attach all supporting documents.
3. See Administrative Directive 4-5 for additional information and routing.
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

VENDOR NAME:	Phoenix 1 Restoration & Construction, LTD.						VENDOR NUMBER:	VS0000003594		
CONTRACT NAME:	Fair Park Tower Building Rehabilitation						DEPARTMENT :	PKR		
CONTRACT NUMBER:	PKR-2023-00020728			CONTRACT TERMS:		July 5, 2023		to	July 31, 2024	
ACTION REQUESTED:	Authorize Change Order No. 5, an increase in the construction contract with Phoenix 1 Restoration & Construction, LTD. in the amount of \$12,191.38; thereby increasing the contract from \$5,131,268.90 to \$5,143,460.25.									
BACKGROUND :	This change order consists of the following: Increases to the project scope due to existing conditions. Items include purchase of paint and labor for repainting the rust-colored exterior plaster to match the colors being used in the restoration of existing artwork. Artwork restoration is being managed by OCA.									
<i>Gale C. Salzman</i> FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT	
	1V02	PKR	VC07	FPRK	4310	PK17VC07	CX PKR-2023-00020728-1		\$ 12,191.38	
									\$	
									\$	
	PROGRAM NO.:		PK17VC07		FINANCING:		Fair Park Improvements (C)		TOTAL:	\$ 12,191.38
<i>JK</i> CHANGE ORDER DATA:	Change Order No.: 5		Original CR/AA No.: 23-0633		Original CR/AA Date: 05/20/23		Original CR/AA Amount:		\$ 4,208,000.00	
	Total of Previous Change Orders: \$ 923,268.90				Previous Total Amount: \$ 5,131,268.90					
	Change Amount Including this Order: \$ 935,460.28				Total Amount Including this Order: \$ 5,143,460.28				Total Change Order Percentage:	22.23% %
APPROVAL										
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.										
By Department Director <i>John Jenkins</i> John Jenkins (Aug 1, 2024 18:02 CDT)								Date Aug 1, 2024		
By Park and Recreation Board President, Arun Agarwal <i>WJ</i> Arun Agarwal (Aug 13, 2024 19:49 CDT)								Aug 13, 2024		
By Interim Park and Recreation Board Secretary, Yesenia Valdez <i>Yesenia Valdez</i> Yesenia Valdez (Aug 14, 2024 08:12 CDT)								Aug 14, 2024		



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240724
EFFECTIVE DATE
Jul 26, 2024

2024 JULY 26 AM 9:10 AM
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

INSTRUCTIONS

1. Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.
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 for additional information and routing.
5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

VENDOR NAME: Joel Brown & Co., LLC dba J.B. & Co. LLC		VENDOR NUMBER: VS98529						
CONTRACT NAME: Bachman Lake Skate Park		DEPARTMENT: Park and Recreation						
CONTRACT NUMBER: PKR-2023-00022273		CONTRACT TERMS: 330 days to 360 days						
ACTION REQUESTED:	Authorize Change Order No. 2 to the construction contract with Joel Brown & Co. LLC dba J.B. & Co. LLC, for additional construction services at the Bachman Lake Skate Park, located at 3500 Northwest Highway, in the amount of \$32,182.75; thereby increasing from \$3,558,284.15 to \$3,590,466.90.							
BACKGROUND:	This change order consists of adding specialized drainage stone & soil separator fabric to the trenches of the skate park storm drainage pipe system to relieve ground water pressure from under the skate park. Delete parking lot improvements at the Maintenance building.							
FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	1V00	PKR	VB11	RFSI	4599	PK17VB11	PRK-2023-00022273	\$ 32,182.75
	<i>Nelson Holliday 7/25/24</i>							\$
								\$
PROGRAM NO.:		PK17VB11	FINANCING:		Park and Recreation (B) Fund (2017 General Obligation Bond Fund)		TOTAL: \$ 32,182.75	
CHANGE ORDER DATA:	Change Order No.:	2	Original CR/AA No.:	231159	Original CR/AA Date:	8/23/23	Original CR/AA Amount:	\$ 3,493,469.00
	Total of Previous Change Orders: \$ 64,815.15			Previous Total Amount: \$ 3,558,284.15				
	Change Amount Including this Order: \$ 96,997.90			Total Amount Including this Order: \$ 3,590,466.90			Total Change Order Percentage:	2.78 %
	APPROVAL							
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.								
By Department Director							Date	
<i>JL</i> John Jenkins (Jul 26, 2024 10:58 CDT)							Jul 26, 2024	

AVW
Arun Agarwal (Aug 13, 2024 19:49 CDT)

Arun Agarwal, President
Park and Recreation Board

Aug 13, 2024

Date

Attested by:
Yesenia Valdez

Yesenia Valdez (Aug 14, 2024 08:13 CDT)

Yesenia Valdez, Interim Secretary
Park and Recreation Board

Aug 14, 2024

Date



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

4/29/2024

240725
RECEIVED

2024 AUG 20 AM 10:10

CITY SECRETARY
DALLAS, TEXAS

BADGER METER, INC. dba National Meter & Automation

Theresa Szafranski

PO BOX 245036

MILWAUKEE, WI 53224

BIDS@BADGERMETER.COM

800-876-3837

RE: Water Meter, Parts and Accessories

Dear Theresa Szafranski

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 5/17/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Authorized Signature

07/29/2024

Date

Matthew B. Gieseke

Name

Assistant Secretary and Proposal Lead

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson
Director, Office of Procurement Services

Dev Rastogi [Aug 19, 2024 13:49 CDT]

Director,

Sarah Standifer [Aug 5, 2024 08:24 CDT]

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

4/29/2024

240726
RECEIVED

2024 AUG 20 AM 10:10

CITY SECRETARY
DALLAS, TEXAS

NEPTUNE TECHNOLOGY GROUP INC.

Charlie Trimble

1600 Alabama Highway 229

Tallassee, AL 36078

ctrimble@neptunetg.com

(281) 794-3133

RE: Water Meter, Parts and Accessories

Dear Charlie Trimble

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 5/17/2024.

YES, I agree to extend this agreement.

NO, I decline to extend this agreement.

Charlie Trimble

Charlie Trimble (May 3, 2024 22:13 CDT)

May 3, 2024

Authorized Signature

Date

Charlie Trimble

Senior Territory Manager

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Dev Rastogi

Dev Rastogi (Aug 19, 2024 13:49 CDT)

Sarah Standifer

Sarah Standifer (Aug 5, 2024 05:24 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)

RECEIVED

240727



City of Dallas

**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

2024 AUG 20 AM 10:10

CITY SECRETARY
DALLAS, TEXAS

4/29/2024

MUELLER SYSTEMS LLC

Anita Short Adam Donnelly

1200 Abernathy Rd NE Suite 1200

Atlanta GA 30328

marketing@muellersystems.com

800-423-1323

RE: Water Meter, Parts and Accessories

Dear Anita Short Adam Donnelly

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 5/17/2024.

YES, I agree to extend this agreement.

NO, I decline to extend this agreement.

Adam Donnelly
Adam Donnelly (May 1, 2024 12:43 EDT)

May 1, 2024

Authorized Signature	Date
Adam Donnelly	VP - Smart Water Infrastructure

Name

Title

Kiana Morris	<u>Danielle Thompson</u>
Senior Contract Compliance Administrator	
Office of Procurement	
kiana.morris@dallas.gov	Director, Office of Procurement Services
214-671-5370	

Sarah Standifer
Sarah Standifer (Aug 5, 2024 09:24 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)

RECEIVED

240728



City of Dallas

OFFICE OF PROCUREMENT SERVICES 2024 AUG 20 AM 10:11
EXTENSION REQUEST LETTER

4/29/2024

CITY SECRETARY
DALLAS, TEXAS

Core & Main LP

Larry Brock

4333 Irving Blvd

Dallas, TX 75247

Larry.brock@coreandmain.com

817-401-9548

RE: Water Meter, Parts and Accessories

Dear Larry Brock

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024 The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024 , or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 5/17/2024

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Larry Brock

Apr 30, 2024

Authorized Signature	Date
Name	Title
Larry Brock	District Manager

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Danielle Thompson
Director, Office of Procurement Services

Sarah Standifer
Sarah Standifer (Aug 5, 2024 09:24 CDT)

Assistant City Manager/Chief

Dev Rastogi
Dev Rastogi (Aug 19, 2024 13:49 CDT)

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



City of Dallas

**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

4/29/2024

RECEIVED

2024 AUG 20 AM 10:11

CITY SECRETARY
DALLAS, TEXAS

METRON-FARNIER, LLC

JASON GLOVER

5665 AIRPORT BLVD, SUITE B 105

BOULDER, CO 80301

JGLOVER@METRONFARNIER.COM

303-449-8833

RE: Water Meter, Parts and Accessories

Dear JASON GLOVER

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/20/2024, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 5/17/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Jay Glover (Apr 29, 2024 11:52 MDT)

Apr 29, 2024

Authorized Signature

Jay Glover

Date

VP Sales

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Dev Rastogi

Dev Rastogi (Aug 19, 2024 13:49 CDT)

Director

Sarah Standifer

Sarah Standifer (Aug 5, 2024 09:24 CDT)

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240730
EFFECTIVE DATE
08/21/2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

1. The cumulative total of all change orders must not exceed 25% of the original contract amount.
2. Attach all supporting documents.
3. See Administrative Directive 4-5 for additional information and routing.
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
CITY OF DALLAS, TEXAS
2024 AUG 21 PM 4:17

VENDOR NAME: Douglas Dailey Construction, LLC		VENDOR NUMBER: VC21437							
CONTRACT NAME: Installation of Water & Wastewater Mains at Various Locations		DEPARTMENT: DWU							
CONTRACT NUMBER: 22-423/424		CONTRACT TERMS: 9/13/2023 to 9/13/2025							
ACTION REQUESTED:	Authorize the reallocation of water and wastewater funding for the installation of water and wastewater mains at various locations, Contract #22-423/424 with Douglas Dailey Construction, LLC. – Not to exceed \$0.00 – Financing: Water (Drinking Water) - TWDB 2022 Fund (-\$2,694,300.00) and Wastewater Capital Improvement F Fund (\$2,694,300.00)								
BACKGROUND:	On September 13, 2023, City Council authorized a construction contract with Douglas Dailey Construction, LLC for the installation of water and wastewater mains at 14 locations by Resolution No. 23-1247. The original water and wastewater funding for this contract was allocated in error due to a misinterpretation of the water and wastewater main funding distribution percentages. This corrective action consists of authorizing the appropriate reduction of water funding and increasing the wastewater funding to align with the infrastructure requirements of the contract. No adjustment to the previously authorized contract amount is required.								
FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	1195	DWU	FW40		4550	722423	DWU-2023-00022107		-\$2,694,300.00
	4116	DWU	PS40		4560	722424	DWU-2023-00022107		\$2,694,300.00
									\$
	PROGRAM NO.:			FINANCING:		Water (Drinking Water) - TWDB 2022 Fund and Wastewater Capital Improvement F Fund		TOTAL:	\$ 0.00
CHANGE ORDER DATA:	Change Order No.: 1		Original CR/AA No.: 231247		Original CR/AA Date: 9/13/2023		Original CR/AA Amount: \$ 14,368,706.00		
	Total of Previous Change Orders: \$ 0.00				Previous Total Amount: \$ 14,368,706.00				
	Change Amount Including this Order: \$ 0.00			Total Amount Including this Order: \$14,368,706.00			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	
Sarah Standifer								Aug 21, 2024	

Sarah Standifer (Aug 21, 2024 13:58 CDT)



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240731
EFFECTIVE DATE
08/22/2024

INSTRUCTIONS

Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

1. The cumulative total of all change orders must not exceed 25% of the original contract amount.
2. Attach all supporting documents.
3. See Administrative Directive 4-5 for additional information and routing.
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

VENDOR NAME:	Archer Western Construction, LLC.					VENDOR NUMBER:	VS0000064407	
CONTRACT NAME:	Dallas Southside WWTP Electrical & Scada Improvement					DEPARTMENT:	Dallas Water Utilities	
CONTRACT NUMBER:	21-214		CONTRACT TERMS:	1/10/2022		to	10/23/2024	
ACTION REQUESTED:	Authorize an increase in the construction services contract with Archer Western Construction, LLC for Electrical and SCADA improvements at the Southside Wastewater Treatment Plant – Not to exceed \$92,172.18, increasing the contract amount from \$46,932,003.16 to \$47,024,175.34							
BACKGROUND:	<p>On November 10, 2021, City Council authorized a construction contract with Archer Western Construction, Inc. for Electrical and SCADA improvements at the Southside Wastewater Treatment Plant by Resolution No. 21-1846. Change Order #1 was authorized by City Council on June 28, 2023, for the repair of existing 66-inch diameter wastewater pipes determined to be significantly deteriorated during a field investigation to install pump suction piping at Influent Pump Station C. Change Order #2 was authorized by City Council on October 11, 2023, for the emergency repair of a collapsed 60-inch diameter wastewater pipe at the Southside Wastewater Treatment Plant. Change Order #3 was authorized by Administrative Action No. 24-0563 on May 8, 2024 for structural repairs to Final Clarifier #4, including replacing pipe, structural backfill and Clarifier slab repairs.</p> <p>This action will authorize Change Order #4 for the replacement of the monorail beam above the bar screens at Influent Pump Station C, replacement of electromagnetic flow meters at the Digester Building and a Cisco License Upgrade. The existing monorail is heavily corroded posing a safety concern and needs to be relocated to better align with new bar screens. Flow meters are being replaced due to the corrosive environment. The Cisco license upgrade is needed to comply with new switch configuration protocols.</p>							
FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0103	DWU	CS50		4730	721214	DWU-2020-00017322	\$ 92,172.18
								\$
								\$
	PROGRAM NO.:			FINANCING:	Wastewater Construction Fund			TOTAL: \$ 92,172.18
CHANGE ORDER DATA:	Change Order No.:	4	Original CR/AA No.:	21-1846	Original CR/AA Date:	11/10/2021	Original CR/AA Amount:	\$ 44,624,500.00
	Total of Previous Change Orders:			\$ 2,307,503.16			Previous Total Amount:	\$ 46,932,003.16
	Change Amount Including this Order:			\$ 2,399,675.34			Total Change Order Percentage:	5.38 %

APPROVAL

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

By Department Director

Sarah Standifer
Sarah Standifer (Aug 22, 2024 13:55 CDT)

Date

08/22/2024

240732
RECEIVED



City of Dallas

OFFICE OF PROCUREMENT SERVICES 2024 AUG 23 AM 11:25
EXTENSION REQUEST LETTER

7/15/2024

CITY SECRETARY
DALLAS, TEXAS

Magnit Quick, LLC dba Quick Search

Katrina Adams

2365 Iron Point Road, Ste 270

Folsom, CA 95630

katrina.adams@magnitglobal.com

214-358-2880

RE: Background Screening Checks

Dear Katrina Adams

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 07/10/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 7/10/2025, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 07/16/2024.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Katrina Adams (Aug 1, 2024 07:23 CDT)

Aug 1, 2024

Authorized Signature

Katrina Adams

Date

Director, Operations ESS

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

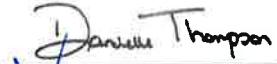
Kiana Morris

Senior Contract Compliance Administrator

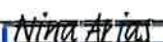
Office of Procurement

kiana.morris@dallas.gov

214-671-5370


Danielle Thompson

Director, Office of Procurement Services


Nina Arias

Director, Nina Arias (Aug 7, 2024 07:50 CDT)


Donell Stinson

Assistant City Manager/Chief

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER **RECEIVED**

240733

7/22/2024

2024 AUG 27 PM 6:11

UMB Bank, N.A.

CITY SECRETARY
DALLAS, TEXAS

Brad Hounsel

5910 N. Central Expressway, Suite 1900

Dallas, TX 75206

brad.hounsel@umb.com

214-389-5948

RE: **Paying Agent /Registrar Services**

Dear **Brad Hounsel**

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **6/30/2024**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **6/30/2025**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **7/25/2024**.

YES, I agree to extend this agreement.
 NO, I decline to extend this agreement.

Brad Hounsel

Jul 22, 2024

Authorized Signature

Date

Brad Hounsel

Vice President

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Director, *Sheri Kowalski*

Assistant City Manager/Chief

Danielle Thompson

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
(Name and Tax ID number changes cannot be made online.)



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER

240734

EFFECTIVE DATE

08/29/2024

INSTRUCTIONS

1. Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility-construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.

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 for additional information and routing.

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

20 AUG 30 AM 1997
DALLAS, TEXAS
RECEIVED
CITY SECRETARY

VENDOR NAME: XIT Paving and Construction, Inc.

VENDOR NUMBER: 5- VC25263

CONTRACT NAME: Chalk Hill Road (North) - PB06U780

DEPARTMENT: Public Works

CONTRACT NUMBER: PBW-2022-00019525

CONTRACT TERMS: 01/16/2023

Page 10 of 10

ACTION REQUESTED: Authorize Change Order No. 4 to the construction contract with XIT Paving & Construction, Inc. for Chalk Hill Road (North). This action will add \$17,920.00 to the contract increasing the contract amount from \$17,325,676.94 to \$17,343,596.94.

BACKGROUND: During the construction of Chalk Hill Road (North), it became necessary to remove and reinstall approximately 140 LF of sanitary sewer line to resolve the conflict with the proposed storm drainage. This action will require adding quantity to existing items. All items required for this change order are included in the attachment.

CHANGE ORDER DATA:	Change Order No.: 4	Original CR/AA No.: 22-1201	Original CR/AA Date:	08/24/2022	Original CR/AA Amount: \$ 16,938,615.50
	Total of Previous Change Orders: \$ 387,061.44			Previous Total Amount:	\$ 17,325,676.94
	Change Amount Including this Order: \$ 404,981.44	Total Amount Including this Order:	\$ 17,343,596.94	Total Change Order Percentage:	2.39%

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

By Department Director

g a khankarli g a khankarli (Aug 29, 2024 08:54 CDT)

Date

 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>		ADMINISTRATIVE ACTION 245995 EFFECTIVE DATE 07/08/2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	TORRES CONSTRUCTION – Contractor MARILYN K. SULLEMON ARNOLD AND DEBORAH F. COOK SMITH – Homeowner				Supplier No.	337798		
Subject:	ARPA – Joppa							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execute agreement for payment for ARPA Targeted Home Repair Program at property address 4711 BURMA RD., Dallas, TX, 75216 in the amount of \$85,410.00 from the ARPA grant.							
	Contract Number:	HOU-2023-00022701		Contract Term:	Effective Date of the AA above	to	One year	
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO	\$85,410.00
Financing:							TOTAL:	\$85,410.00
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.


 Darwin Wade (Jul 5, 2024 11:19 CDT)
 By Department Director

Jul 5, 2024

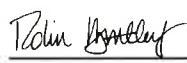
Date


 Suzanne Knuppel (Jul 8, 2024 13:58 CDT)

Approved as to Form by City Attorney

Jul 8, 2024

Date



By City Manager

Jul 8, 2024

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

245996
EFFECTIVE DATE

July 31, 2024

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

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	W. Frank Newton, Inc (WFN)				Supplier No.	VS98694		
Subject:	2024 Analysis of Impediments Extension– City of Dallas Fair Housing							
Lead Dept:	MGT- Office of Equity and Inclusion (Fair Housing Division)							
Action Requested:	OEI is requesting that AA 27-5742 be extended to August 31, 2024, to receive updated AI report and to process payment.							
	Contract Number:	FHO-2024-00002784		Contract Term:	April 1, 2024	to	August 31, 2024	
Background:	OEI was authorized to work with WFN to update the 2019 Analysis of Impediments report to be included in Fair Housing Equity Plan required by HUD. This vendor is familiar with the City of Dallas Fair Housing division and has providing consulting services. AA 24-5742 was filed on May 16, 2024.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tbasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	OT31	BMS	8251		3320			\$32,000.00
	F591	MGT	4214		3361			\$16,375.00
								\$0.00
	Financing:							TOTAL: \$48,375.00
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	
	3	23-5166	10-1-23	\$50,000	\$48,375	\$98,375	49%	

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

Lindsey Wilson, PhD

7/30/24

BS

7/31/24

By Department Director

Date

Approved as to Form by City Attorney

Date

7/31/2024

By City Manager

Date

 City of Dallas	ADMINISTRATIVE ACTION	
	ADMINISTRATIVE ACTION 245997 EFFECTIVE DATE June 27, 2024	

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:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	AECOM Technical Services, Inc.						Supplier No.	VC0000011194	
Subject:	EBJ Union Station design and construction administration services for repair and upgrade of existing elevator								
Lead Dept:	Convention and Event Services								
Action Requested:	Authorize supplemental agreement 2 to extend the contract term with AECOM Technical Services, Inc. to provide design and construction administrative services by 429 calendar days at no cost to the City.								
	Contract Number:	CCT-2022-00018137			Contract Term:	December 2021		to	August 2025
Background:	This action allows AECOM Technical Services, Inc. the time to finish construction administrative services when the construction contract is awarded to the construction contractor to complete the elevator repair and upgrade at the Eddie Bernice Johnson Union Station.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
	Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	
0082		CCT	W602	CCIM	3210	PBC00045	-	CX-CCT-2022-00018137	\$0.00
							-		\$0.00
							-		\$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' Agreement Percentage	
	2	225435	12-14-2021	\$49,070.00		\$0.00	\$49,070.00	0%	

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

Rosa Fleming
 Rosa Fleming (Jun 27, 2024 11:33 CDT)
 By Department Director

6/27/24

Date

8/1/24

Date

Patricia Babbitt

Taylor

Approved as to Form by City Attorney

6.27.24

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

245998

EFFECTIVE DATE

Jul 25, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Authentizity, LLC					Supplier No.	VC32686	
Subject:	Facilitator at the Dallas Mayor and City Council Retreat – August 9, 2024							
Lead Dept:	Mayor and City Council							
Action Requested:	Authorize a personal services contract with Dawn Landry of Authentizity, LLC, to provide presentation and strategic leadership planning, consulting, and facilitation services for the Dallas City Council. Topics covered during this retreat include alignment of priorities, short and long term goal planning, and budget priorities.							
	Contract Number:	MCC-2024-00025550		Contract Term:	07/12/2024	to	08/31/2024	
Background:	City of Dallas Council Retreat 2024 facilitation, consultation, pre-planning for City of Dallas Council Retreat on August 9, 2024 in reference to strategic planning and vision realignment for all Council Districts within the city of Dallas.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	MCC	1010		3099		-	\$28,400.00
							-	\$0.00
							-	\$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	
				20.00		20.00	%	

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

Nikki D. Christmas

Jul 25, 2024

By Department Director

Date

Stephen T. Freeland
Stephen T. Freeland (Jul 26, 2024 15:32 CDT)

Jul 26, 2024

Date

Approved as to Form by City Attorney


Kimberly Bizzor-Tolbert (Jul 25, 2024 14:45 CDT)

By City Manager

Jul 25, 2024

STF

245999

Memorandum



DATE 08/15/24

CITY OF DALLAS

TO Billierae Johnson
City Secretary
SUBJECT Correction to AA #24-5999

AA #24-5999 approved on 07/31/24, Authorize a Memorandum of Understanding (MOU) with Housing Connectors to establish a framework for collaboration between Housing Connector and City of Dallas to connect individuals and families experiencing housing insecurity with stable housing opportunities to prevent homelessness.

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

Typo Financial/funding information Obvious error from CR context

The purpose of this correction memo is to add attached Data Sharing Agreement to the previously stamped MOU - AA#24-5999. This document was erroneously left off with the submission of the MOU to CSO.

Department: Office of Community Care

Director (or designee.): Jessica Galleshaw (Aug 15, 2024 16:48 CDT)
Signature

Aug 15, 2024

Date

Jessica Galleshaw

Print Name

Attachment for reference: MOU and Data Share Agreement

BMS: Approved Denied Is ATT Approval Needed? Y N

BMS: Aaron Moe (Aug 16, 2024 08:44 CDT)
Signature

Aug 16, 2024

Date

Aaron Moe

Print Name

ATT: Approved Denied

Assistant City Attorney: Stephen McFayden
Signature

Aug 19, 2024

Date

8/23/24
B

245999

Stephen Mcfayden

Print Name



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

245999

EFFECTIVE DATE

07-31-24

2024 AUG - 5 AM 8:30
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Housing Connectors					Supplier No.	N/A		
Subject:	MOU								
Lead Dept:	Office of Community Care								
Action Requested:	Authorize a Memorandum of Understanding (MOU) with Housing Connectors to establish a framework for collaboration between Housing Connector and City of Dallas to connect individuals and families experiencing housing insecurity with stable housing opportunities to prevent homelessness.								
	Contract Number:	OCC-2024-00025640		Contract Term:	07-22-24	to	07-21-25		
Background:	Housing Connector is a tech-for-good nonprofit that increases access to housing for individuals most in need. They do this by solving financial and resident challenges for property owners so they can open doors to more people in the community, and by streamlining the housing search experience for case managers with their Zillow powered marketplace. Housing Connector desires to create a partnership with the City of Dallas to extend housing opportunities for families experiencing housing insecurity preventing homelessness.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	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		

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

Jessica Galleshaw (Jul 31, 2024 11:30 CDT)

By Department Director

Jul 31, 2024

Date

Stephen McFayden

Approved as to Form by City Attorney

Jul 31, 2024

SGM

Date

By City Manager

Jul 31, 2024

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>		ADMINISTRATIVE ACTION 246000 EFFECTIVE DATE 08/3/2024																																											
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements. </p> <p> <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%). </p> <p> <input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34. </p> <p> <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34. </p> <p> <input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code. </p> <p> <input checked="" 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. </p>																																														
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<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p> <p> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A </p>																																														
Supplier Name: Reddy Ice			Supplier No. VS0000061928																																											
Subject: UNPAID REDDY ICE INVOICE PAYMENT FOR DISTRICTS 1,3,4, & 5																																														
Lead Dept: Sanitation Services																																														
Action Requested:	Authorize ratification payment of outstanding invoices totaling the amount of \$40,000.00 for hydration services to employees during unusually high temperatures. Services were provided 04/01/2022 – 12/13/2023.																																													
	Contract Number:	POM-2019-00010542	Contract Term:	09/11/2019 to 12/13/2023																																										
Background:	Reddy Ice provided goods during a period when a city-wide master agreement was not in place. Invoices for these goods were not submitted until the new master agreement POM-2023-00022097 with Refrigerated Logistics, Inc. became effective on 12/13/23. These goods were budgeted and necessary for health and safety precautions to provide hydration for field employees during unusually high temperatures. Previous contract for bagged ice (POM-2019-00010542) expired 9/10/2022, with outstanding invoices delivered after contract expiration.																																													
	<p>HUB Check appropriate Box https://mycpa.coa.state.tx.us/tpasscmblse/arch/</p> <p> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. </p> <p>N/A:CM-KM</p>																																													
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	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT																																						
	0440	SAN	3582		2232		- POM-2019-00010542	\$40,000.00																																						
							-	\$0.00																																						
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						TOTAL:	\$40,000.00																																							
Contract Amendment Information:	<table border="1"> <thead> <tr> <th>Supplemental Agreement No.</th> <th>Base CR/AA No.</th> <th>Base Contract Date</th> <th>Base Contract Amount</th> <th>Sum of Previous Supplemental Agreements</th> <th>Total Contract Amount Including this Action</th> <th>Total Supp'l Agreement Percentage</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>%</td> </tr> </tbody> </table>						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							%																										
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						%																																								

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



By Department Director

Aug 2, 2024

Date

Stephen T. Freeland

Stephen T. Freeland (Aug 2, 2024 14:58 CDT)

Aug 2, 2024

Date

Alina Ciocan

Alina Ciocan (Aug 3, 2024 13:34 CDT)

By City Manager

Aug 3, 2024

Date

Memorandum**RECEIVED**

2024 AUG -8 AM 11:27

CITY SECRETARY
DALLAS, TEXAS

DATE August 8, 2024

CITY OF
DALLAS

TO City Secretary's Office
SUBJECT Correction to Administrative Action 24-6011

Contract Amendment Information should read as follows:

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
				20.0	-	20.0	-

Please make the necessary correction to the permanent record. Should you have questions, please contact me at 214-422-9222.

Thank you,

Nikki D. Christmas

Nikki Christmas, Director (I)
Mayor and City Council Office



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

246011

EFFECTIVE DATE

Aug 5, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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.

2024 AUG - 5 PH 11
CITY SECRETARY
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 N/A

Supplier Name:	Grand Hyatt DFW International Airport				Supplier No.	VS100437		
Subject:	Venue for Dallas Mayor and City Council Retreat – August 9, 2024							
Lead Dept:	Mayor and City Council							
Action Requested:	Authorize agreement with Grand Hyatt DFW International Airport for the Dallas City Council Retreat and work session in August 2024. Services in agreement include venue hosting, catering, AV/Tech support, parking, and lodging for retreat attendees totaling approximately 25 people.							
	Contract Number:	MCC-2024-00025600		Contract Term:	08/05/2024	to	08/31/2024	
Background:	The Dallas City Council will engage in its annual retreat and work session on August 9, 2024 to discuss strategic planning, budget priorities, and vision realignment for all council districts with the city of Dallas.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmb/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	MCC	1010		3099		-	\$13,802.30
							-	\$0.00
							-	\$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	
				20.00		20.00	%	

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

Nikki D. Christmas

Aug 5, 2024

By Department Director

Date

Stephen T. Freeland

Stephen T. Freeland (Aug 5, 2024 11:55 CDT)

Aug 5, 2024

STF

Date

Approved as to Form by City Attorney

STF

Kathy Tolber (Aug 5, 2024 11:41 CDT)

By City Manager

Date



ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION
		246012
		EFFECTIVE DATE
		Aug 5, 2024
		<i>STF</i>

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:

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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.

CITY SECRETARY
DALLAS, TEXAS
RECEIVED
24 AUG - 5 PM 11:51
STF

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

Supplier Name:	Soul's Harbor, Inc.					Supplier No.	VS0000052577	
Subject:	Supplemental Agreement No. 2 to the Subrecipient Agreement – South Dallas Drug Court (SAMHSA Grant)							
Lead Dept:	City Attorney's Office							
Action Requested:	Authorize Supplemental Agreement No. 2 to the subrecipient agreement between the City of Dallas and Soul's Harbor, Inc. for additional recovery support services to program participants in the South Dallas Drug Court (SDDC) for FY 23-24 - Not exceed \$19,140							
	Contract Number:	ATT-2024-00023357		Contract Term:	9/30/2023	to	9/29/2024	
Background:	<p>On September 27, 2023, City Council by Resolution No. 23-1368, authorized acceptance of the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant from the U.S. Department of Health and Human Services (HHS) in the amount of \$371,117.00 for year one of the five-year project period, for expansion of substance use disorder (SUD) treatment and recovery support services in the existing South Dallas Drug Court (SDDC) for the period September 30, 2023, through September 29, 2024. SDDC incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination.</p> <p>Supplemental Agreement No. 2 to the subrecipient agreement between the City of Dallas and Soul's Harbor, Inc. will authorize additional recovery support services to program participants in the SDDC during FY 23-24 - Not to exceed \$19,140, increasing the total contract amount from \$39,000 to \$58,140</p>							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	F749	ATT	677V		3070		MASC ATT-2024-00023357	\$19,140.00
							-	
							-	
Financing:							TOTAL:	\$19,140.00
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	23-6496	11/2/2023	\$31,000.00	\$8,000.00	\$58,140.00	%	

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

Ayeh Powers
Ayeh Powers (Aug 5, 2024 11:37 CDT)

By Department Director

Aug 5, 2024

Date

Stephen T. Freeland
Stephen T. Freeland (Aug 5, 2024 11:56 CDT)

Approved as to Form by City Attorney

Aug 5, 2024

Date


Kimberly Bizioe-Tolbert (Aug 5, 2024 11:40 CDT)

By City Manager

Aug 5, 2024

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

246013

EFFECTIVE DATE

Aug 5, 2024

STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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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
2024 AUS - 5 PH 1:15 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 N/A

Supplier Name:	Association of Persons Affected by Addiction (APAA)				Supplier No.	517572		
Subject:	Supplemental Agreement No. 1 to the Subrecipient Agreement – South Dallas Drug Court (SAMHSA Grant)							
Lead Dept:	City Attorney's Office							
Action Requested:	Authorize Supplemental Agreement No. 1 to the subrecipient agreement between the City of Dallas and APAA for additional recovery support services to program participants in the South Dallas Drug Court (SDDC) for FY 23-24 - Not exceed \$1,000							
	Contract Number:	ATT-2024-00023358		Contract Term:	9/30/2023	to	9/29/2024	
Background:	On September 27, 2023, City Council by Resolution No. 23-1368, authorized acceptance of the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant from the U.S. Department of Health and Human Services (HHS) in the amount of \$371,117.00 for year one of the five-year project period, for expansion of substance use disorder (SUD) treatment and recovery support services in the existing South Dallas Drug Court (SDDC) for the period September 30, 2023, through September 29, 2024. SDDC incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination.							
	Supplemental Agreement No. 1 to the subrecipient agreement between the City of Dallas and APAA will authorize additional recovery support services to program participants in the SDDC during FY 23-24 - Not to exceed \$1,000, increasing the total contract amount from \$8,000 to \$9,000							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	F749	ATT	677V		3070		MASC ATT-2024-00023358	\$1,000.00
							-	
							-	
Financing:							TOTAL:	\$1,000.00
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	23-6536	11/7/2023	\$8,000.00	0	\$9,000.00	%	

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

Ayeh Powers
Ayeh Powers (Aug 5, 2024 11:38 CDT)

By Department Director

Aug 5, 2024

Stephen T. Freeland
Stephen T. Freeland (Aug 5, 2024 11:54 CDT)

Approved as to Form by City Attorney

Aug 5, 2024

Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Aug 5, 2024 11:40 CDT)

By City Manager

Aug 5, 2024

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

246014

EFFECTIVE DATE

July 8, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	A TO Z ELECTRIC, INC. – Contractor LINDER NADINE HAWTHORNE AND MELBA SUE HAWTHORNE WILSON – Homeowner				Supplier No.	VC30489		
Subject:	ARPA – Discretionary							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execute agreement for payment for ARPA Targeted Home Repair Program at property address 2623 MORGAN DR., Dallas, TX, 75241 in the amount of \$95,086.20 from the ARPA grant.							
	Contract Number:	HOU-2024-00025298	Contract Term:	Effective Date of the AA above	to	Two years		
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.							
HUB Check appropriate Box https://mycpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO	\$95,086.20
Financing:							TOTAL:	\$98,086.20
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.

Darwin Wade (Jul 3, 2024 12:29 CDT)

By Department Director

Jul 3, 2024

Date

Approved as to Form by City Attorney

Jul 8, 2024

Date

By City Manager

Jul 8, 2024

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

246015

EFFECTIVE DATE

Jul 26, 2024

2024 AUG -5 PM 3:30

RECEIVED

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

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	JQ Infrastructure, LLC					Supplier No.	517892	
Subject:	Park in the Cedars - Structural Engineering							
Lead Dept:	PKR - Park and Recreation							
Action Requested:	Authorize Supplemental Agreement No. 1 to the professional services contract with JQ Infrastructure, LLC for structural engineering services for a new park pavilion for Park in the Cedars. The additional services will provide additional construction administration services consisting of reviews of contractor submittals and site visits. Contract term will be extended to 12/31/2024.							
	Contract Number:	PKR-2023-00022906		Contract Term:	NTP	to	12/31/2024	
Background:	A Request for Qualification (RFQ) for Professional Consultants in Various Disciplines for Park and Facility Projects (CIZ23-PKR-2090) was received on February 24, 2023. Based upon the project needs, JQ Infrastructure, LLC was selected as the appropriate structural engineering firm for the project scope.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Gale C. Salzman 7/21/2024	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	1V00	PKR	VK93	STMP	4111	PK17VK93	CX- PKR-2023-00022906	\$2,500.00
								\$0.00
								\$0.00
	Financing: 2017 Bond Fund- Park and Recreation Facilities (B)						TOTAL:	\$2,500.00
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	
	1	236489	10/10/2023	6,525.00	0.00	9,025.00	38%	

Stephanie 7/21/24 APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins (Jul 26, 2024 11:26 CDT)

By Department Director

Jul 26, 2024

Date

Christine Lanners

Christine Lanners (Aug 4, 2024 16:57 CDT)

Aug 4, 2024

Date

Approved as to Form by City Attorney

By City Manager

Date

Jul 26, 2024



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

246016

EFFECTIVE DATE

6/29/2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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): Online Subscription
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

Supplier Name:	OCLC, INC					Supplier No.	VS0000018475	
Subject:	Cataloging and Metadata Subscription							
Lead Dept:	Library							
Action Requested:	Authorize payment for a 1-year subscription to Cataloging and Metadata database from OCLC, INC.							
	Contract Number:	LIB-2024-00025335		Contract Term:	7/1/2024 to 6/30/2025			
Background:	As a subscriber of OCLC's online database since 1991, Dallas Public Library uses between 60-90,000 of OCLC's records each year for materials purchased. Their records enrich the library's bibliographic database, support nation-wide and inter-library loan efforts and are the sole provider world-wide with this service. This is a sole source subscription.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmb/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	LIB	5392	\$	3070		- CX LIB-2024-00025335	\$39,838.11
							-	\$0.00
							-	\$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	%

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

MJ Giudice

MJ Giudice (Jun 26, 2024 15:04 CDT)

By Department Director

Date

Suzanne Knuppel

Suzanne Knuppel (Aug 2, 2024 14:03 CDT)

Aug 2, 2024

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

246017

EFFECTIVE DATE

Aug 5, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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.

2024 JUN - 6 AM 8:55
RECEIVED
CITY SECRETARY
DALLAS, TEXAS2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Hyland Software, Inc.					Supplier No.:	VS0000073962	
Subject:	Electronic Document Management System (EDMS)							
Lead Dept:	Information and Technology Services							
Action Requested:	Authorize SA No. 4 to amend the Master Contract for Software, Services and Support electronic document management system to add SOW for services to implement the integration for the Accela project.							
	Contract Number:	DSV-2020-00013447		Contract Term:	8/1/2020	to	7/31/2025	
Background:	On October 30, 2020, the City executed the contract for an enterprise electronic document management system (EDMS) as authorized by CR 20-1001. This Supplemental Agreement will provide integration services between our EDMS and the Accela Land Use and Permitting System. There are remaining unallocated project funds that will cover the total cost of \$162,940.56.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmb/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
								\$0.00
Financing:								\$0.00
								\$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	20-1001	8/1/2020	\$3,590,100.30	\$46,537.58	\$3,636,637.88	1.30%	

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

Brian Gardner (Jun 14, 2024 16:48 CDT)

Jun 14, 2024

By Department Director

Date

Aug 5, 2024

Date

Approved as to Form by City Attorney

Aug 5, 2024

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	
246018	
EFFECTIVE DATE	
06/28/2024	

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

a Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b Amendments to competitive bid or formal proposal contracts \$50,000 or less (may not increase original contract price by more than 5%)

c Professional / Personal / Planning / Other Service contracts \$100,000 or less, per City Code Sec. 2-34

d Amendments to non-bid contracts \$100,000 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 -- Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	Quintech, Inc				Supplier No.	VC22887	
Subject:	Vacuum Pump System Replacement						
Lead Dept:	Dallas Water Utilities						
Action Requested:	To authorize a six month service contract to replace medical grade high volume usage dual vacuum pumps						
Contract Number:	DWU 2024-00024422		Contract Term:	8/1/2024	to	02/28/2025	
Background:	The pump and vacuum line system was originally installed in 2009 when the lab was built. The dual pump system is operated 5-7 days a week, 4-6 hours for the past 15 years. This system is failing and requires replacement. It is an essential piece of equipment for running various filterable solids compliance tests required by the City's Water Quality Monitoring, TCEQ and EPA compliance programs.						
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbl/search/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022						
Funding:	FUND 0100	DEPT DWU	UNIT 7042	ACTV 3110	PROGRAM MASC	ENCUMBRANCE TYPE and NUMBER DWU-2024-00024422	AMOUNT \$34,464.00 \$0.00 \$0.00
Financing:						TOTAL:	\$34,464.00
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.

ZP

Sarah Standifer

Jun 27, 2024

By Department Director

Suzanne Knappel

Jul 31, 2024

SK

S.

Jun 28, 2024

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1>						ADMINISTRATIVE ACTION 246019 EFFECTIVE DATE 8/6/2024	
	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>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small> </p> <p>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</p> <p>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</p> <p>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 N/A</p>								
Supplier Name:	Atomic DnC, LLC					Supplier No.	VC30263	
Subject:	Website for City of Dallas Women, Infant, Children (WIC) Program							
Lead Dept:	Office of Community Care - WIC Program							
Action Requested:	This request is to authorize a website to be built for the City's WIC Program, to provide WIC clients with a resource center for education opportunities, health services, etc. - all in one place. This website project has been reviewed and approved by the IT Department's Board. Upon implementation, the website will be maintained/supported for five consecutive years.							
	Contract Number:	WIC-2024-00025094		Contract Term:	August 1, 2024		to	November 30, 2029
Background:	The City of Dallas WIC Program applied for and was awarded a grant to advance ways to reach, and increase participation of, its WIC clients. This website will provide WIC clients with a forum to research and access opportunities and services, to further enhance and enrich the quality of life of each WIC client and family.							
HUB <i>Check appropriate Box</i> https://mycpa.cpa.state.tx.us/tpasscmbl/search/ <p> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. </p>								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	F737	MGT	236C	EH99	3070		-	\$19,700.00
							-	
							-	
	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.

Jessica Galleshaw (Aug 6, 2024 11:00 CDT)

Aug 6, 2024

Diana Gutknecht
Diana Gutknecht (Aug 7, 2024 09:24 CDT)

Aug 7, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date *DGM*

25094

Aug 6, 2024

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

246020

EFFECTIVE DATE

8/6/2024

224 AUG - 7 AM
CITY SECRET
DALLAS, TX

RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	GroundWork DFW					Supplier No.	VC31813	
Subject:	Community Engagement Project							
Lead Dept:	Office of Community Care - Women, Infant, Children WIC Program							
Action Requested:	Requesting authorization to enter into a contract with GroundWork DFW for the purpose of community engagement or the WIC Program until October 31, 2024 for an amount not to exceed \$50,000.00.							
	Contract Number:	WIC-2024-00025136		Contract Term:	Effective Date of this AA	to	10/31/2024	
Background:	WIC (Women, Infant, and Children) Program has identified knowledge gaps about WIC services in specific Dallas neighborhoods. To address this, we will conduct a comprehensive outreach and engagement assessment at selected clinics and their surrounding communities. This Community Engagement Project aims to enhance service quality, increase client participation and expand program offerings, and foster collaborations with local organizations.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	F737	MGT	236C	EH99	3070		-	\$50,000.00
							-	
							-	
		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.

Jessica Galleshaw (Aug 6, 2024 15:47 CDT)
By Department Director

Aug 6, 2024

Marissa Hines

Aug 7, 2024

Date

Approved as to Form by City Attorney MH

Date

750R

By City Manager

Aug 6, 2024

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

246021

EFFECTIVE DATE

Jun 7, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Agape Broadcasting Foundation Inc					Supplier No.	515843	
Subject:	Arts Activate 2024 – Round 3							
Lead Dept:	Office of Arts & Culture							
Action Requested:	The FUTURE DJs OF DALLAS program, aimed at Dallas students, is committed to supporting art, creativity, and public speaking skills for participants under the age of 18. The program is open to the public and is confirmed and schedule at the Jaycee Zaragos Recreation Center during regular business hours. The program, subject to approval by the City of Dallas Office of Arts and Culture (OAC) by the City of Dallas Cultural Policies, as amended, is a testament to our commitment to the music accessibility of our participants and the community.							
	Contract Number:	OCA-2023-00023139 (CR-00026912)		Contract Term:	AA Effective Date	to	9/15/2024	
Background:	The fee for this service is \$11,402.25 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,850.56 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 \$5,701.12 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 \$2,850.56 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.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	OCA	4880	CA01	3089		MASC OCA-2023-00023139	\$11,402.25
	Financing:						General Fund	
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.

Martine Phillips (Jun 7, 2024 10:45 CDT)
By Department Director

Jun 7, 2024

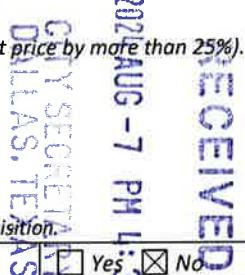
Suzanne Knuppel (Jun 11, 2024 16:08 CDT)
Approved as to Form by City Attorney

Jun 11, 2024

By City Manager

Date

Jun 7, 2024

 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>						ADMINISTRATIVE ACTION 246022 EFFECTIVE DATE Aug 7, 2024 <i>STF</i>		
									
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>									
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>									
<p>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</p>									
<p>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 N/A</p>									
<p>Supplier Name: DeCaro, Doran, Siciliano, Gallagher & DeBlasis, LLP</p>							Supplier No.	VC32932	
<p>Subject: Professional Services Contract for Legal Services</p>									
<p>Lead Dept: City Attorney's Office</p>									
<p>Action Requested:</p>	Authorize a professional services contract with DeCaro, Doran, Siciliano, Gallagher & DeBlasis, LLP to provide legal counsel, advice and representation to the City of Dallas in connection with the lawsuit styled <i>Charles F. Roberts, III v. McDonalds Restaurant and City of Dallas</i> , Cause No. C-16-CV-24-002091. Not to exceed \$15,000								
	Contract Number:	ATT-2024-00025655		Contract Term:	7/2/2024		to	*Indefinite	
<p>Background:</p>	DeCaro, Doran, Siciliano, Gallagher & DeBlasis, LLP was retained to provide legal counsel, advice and representation to the City of Dallas in connection with the lawsuit styled <i>Charles F. Roberts, III v. McDonalds Restaurant and City of Dallas</i> , Cause No. C-16-CV-24-002091. The firm will be paid on an hourly-rate basis per the Engagement Letter attached to the Contract. Not to exceed \$15,000 *The City Attorney can terminate the contract with 10 days' notice to the Firm.								
	<p>HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/</p> <p><input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.</p>								
<p>Funding:</p>	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0192	ORM	3890		3033		MASC	ATT-2024-00025655	\$15,000.00
		Financing:						TOTAL:	\$15,000.00
<p>Contract Amendment Information:</p>	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.

Ayeh Powers
Ayeh Powers (Aug 6, 2024 20:22 CDT)

By Department Director

Aug 6, 2024

Stephen T. Freeland

Stephen T. Freeland (Aug 7, 2024 16:20 CDT)

Aug 7, 2024

STF

Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Aug 7, 2024 15:58 CDT)

By City Manager

Aug 7, 2024

Date

 City of Dallas	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION 24 6023 EFFECTIVE DATE 08/07/2024
	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:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	THE JENKINS AGENCY, INC.				Supplier No.	500034		
Subject:	Consent To Assignment and assumption of services from The Jenkins Agency, Inc. to INSURICA Insurance Services, LLC.							
Lead Dept:	ORM							
Action Requested:	Authorize a consent to assignment and assumption of services from The Jenkins Agency, Inc. to INSURICA Insurance Services, LLC.							
	Contract Number:	ORM-2021-00017619		Contract Term:	12/10/2021	to	12/10/2024	
Background:	On December 10, 2021, a contract for Bonds & notary services was entered into between the CITY OF DALLAS, a municipal corporation, (hereinafter called "City"), and THE JENKINS AGENCY, INC., on contract ORM-2021-00017619 in an amount not to exceed \$44,535.00.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							- ORM-2021-00017619	\$0.00
							-	\$0.00
							-	\$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	
					-		%	

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

Jeronda Smith
By Department Director

Aug 5, 2024

Stephen T. Freeland
Stephen T. Freeland (Aug 7, 2024 16:28 CDT)

Aug 7, 2024

Approved as to Form by City Attorney

2502
By City Manager

Aug 7, 2024

Date

RECEIVED

246024

Memorandum

2024 SEP 11 PM 12:19

CITY SECRETARY
DALLAS, TEXAS

DATE September 9, 2024

CITY OF DALLAS

TO Bilirae Johnson, City Secretary

SUBJECT **Correction to Administrative Action No. 24-6024 for Nagle Street from Denton Drive to Overlake Drive-PB17V209 dated 08/07/24**

The subject Administrative Action was approved on 08/07/24 authorizing the payment of two utility permit application fees along with expediting fees and one encroachment permit application fee within the Union Pacific Railroad Company (UPRR) right-of-way (R.O.W.) Along Nagle Street- PB17V209.

It has come to our attention that the information on AA 24-6024 dated 08/07/24 contains incorrect information and needs to be corrected.

Incorrect:

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	2115	DWU	PW42		4550	723131	CX- PBW-2024-00025167	\$ 5,810.00
	4116	DWU	PS42		4650	723132	CX- PBW-2024-00025167	\$ 5,810.00
	1V22	PBW	V209	SREC	3210	PB17V209	CX- PBW-2024-00025167	\$ 3,055.00
Financing:					2017 Bond Funds and DWU Capital Improvement Funds		TOTAL:	\$14,675.00
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		0%	

Correct:

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	5115	DWU	PW42		4550	723131	CX- PBW-2024-00025167	\$ 5,810.00
	4116	DWU	PS42		4560	723132	CX- PBW-2024-00025167	\$ 5,810.00
	1V22	PBW	V209	SREC	3210	PB17V209	CX- PBW-2024-00025167	\$ 3,055.00
Financing:					2017 Bond Funds and DWU Capital Improvement Funds		TOTAL:	\$14,675.00
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		0%	

246024

DATE September 9, 2024
SUBJECT Correction to AA 24-6024

Please make the necessary corrections to the permanent records. A copy of AA 24-6024 is attached for your reference.

Should you have any questions, please contact Steve Glass, P.E., Project Manager at (214) 948-4253.



Dr. Ghassan Khankarli,
Director, Public Works Department

Attachment

c:file

 City of Dallas	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION 246024 EFFECTIVE DATE 08/07/24
	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:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 *SG*

Supplier Name:	Union Pacific Railroad Company (UPRR)				Supplier No.	266649		
Subject:	Nagle St from Denton Dr to Overlake Dr - PB17V209							
Lead Dept:	Department of Public Works							
Action Requested:	This action will authorize to pay UPRR for the utility permits needed to review the Nagle St plans for the work proposed to replace the existing water and wastewater crossings and the encroachment permit to replace the two existing storm drainage headwalls within their right-of-way (ROW) along Nagle St.							
Contract Number:	PBW-2024-00025167		Contract Term:	7/1/2024		to	8/25/2025	
Background:	The reconstruction of Nagle St includes replacing the existing water and wastewater crossings and two existing storm drainage headwalls within the UPRR ROW along Nagle St. This will require obtaining the utility and encroachment permits needed for UPRR to review the Nagle St plans for the work proposed within their ROW. This action will approve to pay UPRR for the permits required for this project.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. <i>N/A SG</i>							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	2115	DWU	PW42		4550	723131	CX- PBW-2024-00025167	\$ 5,810.00
	4116	DWU	PS42		4650	723132	CX- PBW-2024-00025167	\$ 5,810.00
	1V22	PBW	V209	SREC	3210	PB17V209	CX- PBW-2024-00025167	\$ 3,055.00
	Financing: 2017 Bond Funds and DWU Capital Improvement Funds						TOTAL:	\$14,675.00
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		0%	

My GO4E BBAH APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code. *mh*

<i>Ali Hatifi, P.C.</i>	7/10/24	<i>Milton Henderson</i> Milton Henderson (Aug 7, 2024 16:33 CDT)	08/07/24
By Department Director	Date	Approved as to Form by City Attorney	Date
<i>Dov Rastogi</i> Dov Rastogi (Aug 7, 2024 16:05 CDT)		08/07/24	
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

24 6025

EFFECTIVE DATE

Jul 11, 2024

2024 JUL 11
CITY OF DALLAS, TEXAS
RECEIVED
CITY SECRETARY

2024 JUL 11 1:34
PKR

RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Sun Tai Chi, LLC.						Supplier No.:	VC0000012453	
Subject:	Contract Fee Instructor								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize contract fee instructor agreement with Sun Tai Chi, LLC. The vendor will provide Tai Chi class services to the citizens of Dallas. Contact: Brendan Collins 214-715-6886								
	Contract Number:	PKR-2024-00025315			Contract Term:	NTP	to	9/30/2025	
Background:	Contract fee instructors provide leisure, sport and health & wellness activity instruction.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A	PKR-2024-00025315	70/30 Split
							-		
							-		
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		0.00	%		

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

John Jenkins

John Jenkins (Jul 11, 2024 15:46 CDT)

By Department Director

Jul 11, 2024

Date

Molly P. Ward

Approved as to Form by City Attorney

Jul 16, 2024

Date

*DK**JKR*

By City Manager

Jul 11, 2024

Date



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.		246026 EFFECTIVE DATE
		Jun 13, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Shakespeare Festival of Dallas a/k/a Shakespeare Dallas				Supplier No.	128849		
Subject:	Shakespeare Dallas: Twelve (12) Month Extension of Agreement							
Lead Dept:	Park and Recreation							
Action Requested:	Extend the Shakespeare Dallas agreement to a month-to-month basis for twelve (12) months with Shakespeare Dallas, beginning on May 15, 2024 and ending on the earlier of: 1) a new agreement between the City of Dallas and Shakespeare Dallas to operate and maintain the Samuell-Grand amphitheater; or 2) May 15, 2025.							
	Contract Number:	PKR-2023-00022567		Contract Term:	5/15/2024	to	5/15/2025	
Background:	The City of Dallas has allowed Shakespeare Dallas to manage, operate, and maintain the Samuell-Grand Park Amphitheatre located at 1500 Tenison Pkwy, Dallas, TX 75223 for the purpose of providing public theatrical performances and events. Their previous agreement's initial term was for ten (10) years after the date of execution, beginning on May 14, 2014 and was terminated on May 14, 2024. This agreement was approved by City Council on May 14, 2014 per Resolution No. 14-0752.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2023-00022567	\$0.00
							-	\$0.00
							-	\$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	
				0.0		0.0	%	

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

J. A. L.
John L. Jenkins (Jun 11, 2024 16:33 CDT)

By Department Director

Jun 11, 2024

Date

Molly P. Ward

Approved as to Form by City Attorney

Jun 14, 2024

Date

DA

DSR

By City Manager

Jun 13, 2024

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

246027

EFFECTIVE DATE

May 31, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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

YP

Supplier Name: Hollywood/Santa Monica Neighborhood Association, Inc.

Supplier No. N/A

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with the Hollywood/Santa Monica Neighborhood Association to maintain the pollinator garden and oversee the Creek Restoration Project and Woodland Restoration Area at Tenison Park, per approval of the Park and Recreation Department, at no cost to the City. Contact: Tamara Aquino (972)-795-5040

Contract Number: PKR-2024-00024896 Contract Term: 6/25/2024 to 6/24/2025

Background: Tenison Park Pollinator Garden and Creek Restoration consist of the neighborhood and Community of Hollywood/Santa Monica Neighborhood Association. The group is formed specifically to maintain and beautify Tenison Park and to help erosion control.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbl/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A	PKR-2024-00024896
							-	
							-	

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		0.00	%

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

John Jenkins
John Jenkins (May 30, 2024 16:40 CDT)

By Department Director

May 30, 2024

Date

Matthew Green
Matthew Green (Jul 23, 2024 11:54 CDT)

Approved as to Form by City Attorney

Jul 23, 2024

Date

OA
OA

By City Manager

May 31, 2024

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246028 EFFECTIVE DATE Jul 16, 2024																																									
	<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><input checked="" 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.</p>																																															
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																										
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																										
<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																										
<p>Supplier Name: Valley View Neighborhood Association</p>						<p>Supplier No. N/A</p>																																										
<p>Subject: Park Beautification</p>																																																
<p>Lead Dept: Park and Recreation</p>																																																
<p>Action Requested:</p> <p>Authorize a Beautification Agreement with the Valley View Neighborhood Association. They would like to perform service enhancements such as picking up litter and debris, spread mulch and maintain floral displays at Valley View Park. They would also like to host special events in the park in coordination with the Park and Recreation Department at no cost to the city. Contact: Anahi Delgado (214)-732-0307.</p>	<p>Contract Number: PKR-2024-00025406 Contract Term: 08/26/2024 to 08/25/2025</p>																																															
<p>Background: The Valley View Neighborhood Association is a volunteer group dedicated to supporting, maintaining, and beautifying the park. The association collaborates with the city on trail enhancements and hosts several community events. They aim to continue these projects for years to come.</p>																																																
<p>HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/</p>	<p><input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.</p> <p><input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.</p> <p><input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category.</p> <p><input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.</p>																																															
	<table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV</th> <th>OBJ</th> <th>PROGRAM</th> <th>ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>N/A</td> <td>PRK</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A PKR-2024-00025406</td> <td>\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td colspan="7"> <p>Financing:</p> </td> <td>TOTAL: \$0.00</td> </tr> </tbody> </table>						FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	N/A	PRK	N/A	N/A	N/A	N/A	N/A PKR-2024-00025406	\$0.00							-								-		<p>Financing:</p>							TOTAL: \$0.00		
	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT																																								
	N/A	PRK	N/A	N/A	N/A	N/A	N/A PKR-2024-00025406	\$0.00																																								
							-																																									
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<p>Financing:</p>							TOTAL: \$0.00																																									
<p>Contract Amendment Information:</p>	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		0.00	%																																									

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

[Signature]
 John Jenkins
 John Jenkins (Jul 16, 2024 11:33 CDT)

By Department Director

Jul 16, 2024

Date

[Signature]
 Molly P. Ward

Jul 17, 2024

Approved as to Form by City Attorney

Date

[Signature]
 OA OA

[Signature]
 Jul 16, 2024

By City Manager

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1>	
	ADMINISTRATIVE ACTION 24 6029 EFFECTIVE DATE Jul 16, 2024	

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:

- a. Contracts of \$100000 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: \$100,000 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

Supplier Name:	Ron Abbe						Supplier No.	N/A	
Subject:	Beautification Agreement								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize a Beautification Agreement with Master Gardner Ron Abbe to plant park-approved flowers in the flowerbed at Cherrywood Park and manage the upkeep at no cost to the City. Contact: Anahi Delgado, (214)732-0307.								
	Contract Number:	PKR-2024-00025349			Contract Term:	8/21/2024		to	8/20/2025
Background:	Ron Abbe is a volunteer master gardener that focuses on improving the quality of life in the neighborhood through maintenance and plantings at the floral display around the park ID sign at Cherrywood Park.								
HUB Check appropriate Box https://mvcpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00025349		\$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		0.00	%		



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

John Jenkins
John Jenkins (Jul 16, 2024 11:32 CDT)

By Department Director

Jul 16, 2024

Date

Molly P. Ward

Approved as to Form by City Attorney

Jul 17, 2024

Date



By City Manager

Jul 16, 2024

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

246030

EFFECTIVE DATE

Jun 7, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Friends of Buckner Park						Supplier No.		
Subject:	Beautification Agreement								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize a Beautification Agreement with The Friends of Buckner Park to fund amenities and service enhancements at the park and to perform services by picking up litter and debris and maintaining the ornamental beds at Buckner Park, (Renee's Garden) all in coordination with the Park and Recreation Department. Contact: Tamara Aquino (972) 795-5040								
	Contract Number:	PKR-2024-00024588		Contract Term:	6/15/2024		to	6/14/2025	
Background:	The Friends of Buckner Park, a 501c3 Non-Profit, is a volunteer organization formed to support, maintain and beautify the park.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A	PKR-2024-00024588	\$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		0.00	%		

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

[Signature]
John Jenkins (Jun 5, 2024 11:29 CDT)
By Department Director

Jun 5, 2024

Date

[Signature]

Approved as to Form by City Attorney

Jun 13, 2024

Date

[Signature]
OA

[Signature]

By City Manager

Jun 7, 2024

Date

 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>						ADMINISTRATIVE ACTION 246031 EFFECTIVE DATE Aug 8, 2024		
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small> </p>									
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A			
<p>Supplier Name: Brins Drones, Inc</p>						<p>Supplier No. VC29966</p>			
<p>Subject: Lemur Twin Pack Bundle</p>									
<p>Lead Dept: Dallas Police Department</p>									
<p>Action Requested:</p>	<p>To authorize an agreement between Brinc Drones, Inc and Dallas Police Department to purchase Lemur Twin pack Bundle.</p>								
	<p>Contract Number:</p>	<p>DPD-2024-00023591</p>		<p>Contract Term:</p>	<p>8/6/2024</p>		<p>to</p>	<p>8/5/2029</p>	
<p>Background:</p>	<p>This contract will allow for a 5-Year Subscription Plan for the Brinc Drones Safeguard Lemur Twin Pack. This new contract will provide (2) Lemur 2 Kit, which includes 2 airframes, accessory kit, 2x Lemur 2 Streaming and Data, 2 battery packs, Brinc Support Program, travel backpack, and On-Site Training. Year 5 includes 2 Lemur Hardware Refresh packages and On-Site Training for new hardware. This equipment will allow for increased officer safety during tactical police operations.</p>								
<p>HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tapasscmbl/search/</p>	<p> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. </p>								
<p>Funding:</p>	<p>FUND</p>	<p>DEPT</p>	<p>UNIT</p>	<p>ACTV</p>	<p>OBJ</p>	<p>PROGRAM</p>	<p>ENCUMBRANCE TYPE and NUMBER</p>		<p>AMOUNT</p>
	0001	DPD	2126		4730		- DPD-2024-00023591		99,995.00
	<p>Financing: General FUNDS</p>							<p>TOTAL:</p>	99,995.00
<p>Contract Amendment Information:</p>	<p>Supplemental Agreement No.</p>	<p>Base CR/AA No.</p>	<p>Base Contract Date</p>	<p>Base Contract Amount</p>	<p>Sum of Previous Supplemental Agreements</p>	<p>Total Contract Amount Including this Action</p>	<p>Total Suppl' Agreement Percentage</p>		
					-				

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

ML
Martin Riojas (Aug 8, 2024 14:34 CDT)

Aug 8, 2024

Don Knight

Aug 8, 2024

By Department Director

Date

Approved as to Form by City Attorney *DK*

Date

Dominique Artis
Dominique Artis (Aug 8, 2024 17:11 CDT)

Aug 8, 2024

By City Manager

Date

 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>						ADMINISTRATIVE ACTION		
							246032	EFFECTIVE DATE	
						Jul 15, 2024			
1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): 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 checked="" type="checkbox"/> Yes <input 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/N/A									
Supplier Name:	A TO Z ELECTRIC, INC. – Contractor VICTORIA JOHNSON – Homeowner						Supplier No.	VC30489	
Subject:	ARPA – Joppa/Joppee								
Lead Dept:	Housing & Neighborhood Revitalization								
Action Requested:	Execute agreement for payment for ARPA Neighborhood Revitalization Program at property address 7908 Ivory Ln., Dallas, TX, 75216 in the amount of \$99,950.00 from the ARPA grant.								
	Contract Number:	HOU-2023-00022202			Contract Term:	Effective Date of the AA above	to	Two years	
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Neighborhood Revitalization Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO		\$99,950.00
		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		%

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


Darwin Wade (Jul 15, 2024 08:30 CDT)

By Department Director

Jul 15, 2024

Date

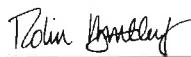


Approved as to Form by City Attorney

Jul 16, 2024

SGM

Date



By City Manager

Jul 15, 2024

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.		
			246033
			EFFECTIVE DATE
			07/18/2024

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

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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): Catering
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

Supplier Name:	DELI MANAGEMENT INC. dba JASON'S DELI				Supplier No.	516719		
Subject:	Catering							
Lead Dept:	Library							
Action Requested:	Authorize payment for catering service from Jason's Deli for Library staff training day for approximately 250 people per attached proposal.							
	Contract Number:	LIB-2024-00025575		Contract Term:	August 27, 2024	to	August 27, 2024	
Background:	Provide refreshments for a day of Library staff training from Jason's Deli for approximately 250 staff people. ORM advised this is a Tier 1 risk and no insurance requirements are necessary for this Administrative Action Contract.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	LIB	5310	\$	2232		- LIB-2024-00025575	\$5,960.61
							-	\$0.00
							-	\$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	
							%	

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

MJ Giudice
MJ Giudice (Jul 17, 2024 14:53 CDT)

By Department Director

Willow Sanchez

WS Aug 9, 2024

Date

Approved as to Form by City Attorney

WS

Date



By City Manager

Date

		ADMINISTRATIVE ACTION					ADMINISTRATIVE ACTION	
		See Administrative Directive 4-05 for additional guidelines and routing.					246034	
		File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.					EFFECTIVE DATE	
							Aug 9, 2024	
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input checked="" type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>								
<p>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</p> <p>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</p> <p>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 N/A</p>								
Supplier Name:	Alpha Business Images, LLC					Supplier No.	VS0000016252	
Subject:	Perform general marketing services							
Lead Dept:	MGT-COMS							
Action Requested:	Authorize a Cooperative Purchase Agreement with Alpha Business Images, LLC through an Interlocal Agreement with Dallas County for general marketing services.							
	Contract Number:	MGT-2024-00025564		Contract Term:	07/26/2024	to	02/28/2025	
Background:	The purpose of this contract is to aid the Office of Communications and Customer Experience/311 with general marketing services. These marketing services will include services for creative design, copywriting, marketing strategy, media planning and buying, event planning and execution, website design/development/maintenance, video concepts, video production, audio concepts, audio production, and market research.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblse/arch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	MGT	AR09		3070		- MGT-2024-00023640	\$100,000.00
							-	\$0.00
Financing:	General Fund						TOTAL:	\$100,000.00
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

07/15/2024

Willow Sanchez

Aug 9, 2024


K. Elizabeth Saab
K. Elizabeth Saab (Aug 9, 2024 14:59 CDT)

By City Manager

Aug 9, 2024

Date

 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>	
		ADMINISTRATIVE ACTION 246035 EFFECTIVE DATE July 8, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

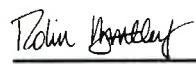
2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

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

Supplier Name:	ATILANO TORRES dba TORRES CONSTRUCTION – Contractor STEPHANIE AND MARC FELTON – Homeowner				Supplier No.	337798			
Subject:	ARPA – 10 TH Street								
Lead Dept:	Housing & Neighborhood Revitalization								
Action Requested:	Execute agreement for payment for ARPA Neighborhood Revitalization Program at property address 1410 E. 9 th St, Dallas, TX, 75203 in the amount of \$74,635.00 from the ARPA grant.								
	Contract Number:	HOU-2023-00022243		Contract Term:	Effective Date of the AA	to	One year from effective date		
Background:	<p>On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.</p>								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
	Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO		\$74,635.00
	Financing:							TOTAL:	\$74,635.00
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.

 Darwin Wade (Jul 3, 2024 12:15 CDT) By Department Director	Jul 3, 2024 Date	 Approved as to Form by City Attorney BF Date
		 Tolin Bradley By City Manager
Jul 8, 2024 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

246036

EFFECTIVE DATE

June 3, 2024

2024 AUG 12 PM 12:12
 CITY SECRETARY
 DALLAS, TEXAS
 RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name:	Atilano Torres dba Torres Construction – Contractor Marilyn Butler – Homeowner				Supplier No.	337798		
Subject:	ARPA – Five Mile							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execute agreement for payment for ARPA Neighborhood Revitalization Program at property address 2444 Kemp St., Dallas, TX, 75241, in the amount of \$98,426.00 from the ARPA grant.							
	Contract Number:	HOU-2023-00021769		Contract Term:	Effective Date of the AA above	to	Two years	
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO	\$98,426.00
Financing:							TOTAL:	\$98,426.00
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.

Darwin M. Wade

Jun 3, 2024

Stephen McFayden

Jun 3, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Robin Brantley

Jun 3, 2024

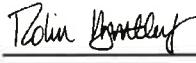
By City Manager

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	
	ADMINISTRATIVE ACTION 246037	
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.		
EFFECTIVE DATE August 9, 2024		

1. Place an "X" in the appropriate box for the approval of:								
<input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): 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 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								
Supplier Name:	Yolanda Hill				Supplier No.			
Subject:	Dallas Homebuyer Assistance Program							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execution of the City of Dallas Homebuyer Written Agreements (HOME/CDBG) for down payment assistance for the total amount of \$50,000 (\$25,000 in HOME funds, \$25,000 in CDBG funds). Funds have been appropriated by previous City Council resolution 22-1024, Approved June 22, 2022 and 23-0765 approved on June 14, 2023.							
	Contract Number:	HOU-2024-00025565		Contract Term:			to	
Background:	Yolanda Hill was approved for purchase of property at 1346 Houghton Rd. using HOME funds (\$25,000.00) and CDBG funds (\$25,000.00) for homebuyer assistance. The city provided the DHAP program pursuant to Council Resolution 23-0278, Approved February 22, 2023, to provide homebuyer assistance to households with income at or below 80% of the AMI. Funding has been appropriated under a prior Resolution.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	
	CD23	HOU	704J		3101	DHAP	-	
	HM22	HOU	621G		3101	DHAP	-	
								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	
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%	

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

 Darwin Wade (Aug 8, 2024 13:29 CDT) By Department Director		Aug 8, 2024	 Hannah Peacock (Aug 9, 2024 12:14 CDT) Approved as to Form by City Attorney		HP	Date
 By City Manager			Aug 9, 2024 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

246038

EFFECTIVE DATE

7-10-2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 AUG 3 AM 8:18

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34

d. Amendments to non-bid contracts: \$100,000 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:	American National Red Cross & Its Constituent Chapters and Branches DBA American Red Cross					Vendor No.	VS0000073480	
Subject:	CPR, First Aid, AED Training							
Lead Dept:	DWU							
Action Requested:	To establish a 3-year service contract to utilize the CPR/First Aid/AED training materials from the American Red Cross to train and certify DWU staff in CPR/First Aid/AED.							
Background:	Dallas Water Utilities is an authorized American Red Cross Licensed Training Provider for CPR/First Aid/AED training. DWU staff certified as American Red Cross instructors will submit rosters for completed training courses, receive individual certifications for DWU trainees, and utilize American Red Cross provided training materials. CPR/First Aid/AED training is available to all DWU employees.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscombl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0100	DWU	7021		3364		MASC DWU-2024-00025088	\$28,800.00
Financing:							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 Suppl' Agreement Percentage	

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

By Department Director

Date

7-9-2024

Stephen T. Freeland
Stephen T. Freeland Aug 12, 2024 16:20 CDT

Aug 12, 2024

Date

Domyk Johnson
By City Manager7-10-24
Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	
	246039	
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.		
EFFECTIVE DATE		Aug 12, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Firehouse Hydrostat Services, LLC			Supplier No.	VC20373			
Subject:	Hydrostatic Testing Services							
Lead Dept:	DFR							
Action Requested:	Authorize a three-year service price agreement with Firehouse Hydrostat Services, LLC to provide hydrostatic testing services for the Fire-Rescue department in an amount not to exceed \$49,600.							
	Contract Number:	DFD-2024-00025393	Contract Term:	9-15-2024	to	9-14-2027		
Background:	This service price agreement will allow for the testing of air cylinders which are utilized by Fire-Rescue firefighters during fire emergency responses. Each breathing air cylinder is required to be tested every five years. The breathing air cylinders are part of the personal protective equipment (PPE) which provides needed oxygen while firefighting fire or responding to emergency services.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND.	DEPT.	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	DFD	ER18	DF01	2790		-	\$49,600.00
							-	
							-	
		Financing: General						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.

Alexander Rodriguez
Alexander Rodriguez (Aug 12, 2024 13:43 CDT)

By Department Director

Aug 12, 2024

Don Knight

Aug 12, 2024

Approved as to Form by City Attorney

Date

Dominique Artis
Dominique Artis (Aug 12, 2024 15:33 CDT)

By City Manager

Aug 12, 2024

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

24 6040

EFFECTIVE DATE

08/13/2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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): Memorandum of Agreement to Reimburse
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
13 AUG 2024

- 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

Supplier Name: U.S. Customs and Border Protection **Supplier No.:** VC0000009559

Subject: Memorandum of Agreement to Reimburse

Lead Dept: AVI

Action Requested: Authorize Administrative Action for a Memorandum of Agreement to Reimburse CBP for costs related to providing equipment required for the performance of the Federal Inspection Services facility at Dallas Love Field Airport. Amount set for the next 5 years, with \$42,831.75 as the initial cost and estimated annual recurring costs are \$2,480.00 per year.

Contract Number: AVI-2024-00024962 **Contract Term:** 7/24/2024 **to** 7/23/2029

Background: Commencing February 8, 2021, the City of Dallas and the United States Customs and Border Protection (CBP) entered into a new lease for its operations at Dallas Love Field, authorized by Resolution No. 20-1679. As part of the lease agreement, the City is responsible for reimbursing CBP for all expenses related to its operation at the airport. This Memorandum of Agreement involves the reimbursement of costs associated with the installation of all data cabling and electrical components required for connectivity of the Automated Data Processing (ADP) Local Area Network (LAN), Circuit, Data, Information Technology (IT), and Voice and Tactical Communications (TacComm) Systems and equipment according to CBP Office of Information Technology provided specifications.

HUB Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbl/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0130	AVI	7722	AV06	3099		CX AVI-2024-00024962	\$55,231.75
							-	\$0.00
							-	\$0.00
	Financing:							TOTAL: \$55,231.75
	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

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

Patricia Carreno
Patrick Carreno (Aug 12, 2024 12:48 CDT)
By Department Director

08/12/24

Date

Diana Gutknecht
Diana Gutknecht (Aug 13, 2024 09:43 CDT)

Approved as to Form by City Attorney

8/13/2024

DMG

Date

Dev Rastogi
Dev Rastogi (Aug 13, 2024 09:30 CDT)

By City Manager

08/13/24

Date

 City of Dallas	ADMINISTRATIVE ACTION	
	ADMINISTRATIVE ACTION 246041 EFFECTIVE DATE Aug 13, 2024	

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:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

2024 AUG 13 PM 3:05
 CITY SECRETARY
 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 N/A

Supplier Name:	R.J. Braniff Corporation d/b/a Automated Business Systems				Supplier No.	259262		
Subject:	Check Sealer Maintenance and Services							
Lead Dept:	Information and Technology Services							
Action Requested:	Authorize a 2-Year agreement for maintenance and support services for the Duplo DF920 Check Sealer equipment.							
	Contract Number:	DSV-2024-00025472		Contract Term:	9/12/2024	to	9/11/2026	
Background:	Automated Business is a sole source proprietary that provides maintenance services for the City of Dallas Duplo DF920 check sealer machine used to fold and seal payroll, direct deposit, accounts payable and W-2 forms. Additionally, this action will allow for two service inspections per year, service calls, labor and mileage and expedited service on service calls and phone support, as needed.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0198	DSV	1630		3110		MASC DSV-2024-00025472	\$3,140.00
Financing:		Data Services Fund (Subject to Annual Appropriations)					TOTAL:	\$3,140.00
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.

Sheila Robinson
 Sheila Robinson (Aug 2, 2024 11:18 CDT)

By Department Director

Aug 2, 2024

Date

Suzanne Knuppel
 Suzanne Knuppel (Aug 13, 2024 14:39 CDT)

Approved as to Form by City Attorney

Aug 13, 2024

Date

Donyell Lippson

By City Manager

Aug 13, 2024

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1>		ADMINISTRATIVE ACTION
			246042
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.			EFFECTIVE DATE
			07/16/24

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	Texas Department of Transportation (TXDOT)				Supplier No.	020318		
Subject:	Authorize Amendment No. 3 to the Interlocal Agreement (Airport Project Participation Agreement - CSJ Grant No. 2118DALAS)							
Lead Dept:	Department of Aviation							
Action Requested:	Authorize Amendment No. 3 to the Interlocal Agreement (Airport Project Participation Agreement - CSJ Grant No. 2118DALAS), with the Texas Department of Transportation to increase the City's portion by \$15,000, increasing the total estimated project costs from \$200,300 to \$215,300.							
	Contract Number:	AVI-2021-00015699		Contract Term:	5/12/2021	to	9/30/2024	
Background:	<p>On February 24, 2021, City Council authorized An Interlocal Agreement (Airport Project Participation Agreement - CSJ Grant No. 2118DALAS) ("ILA") between the City of Dallas and the Texas Department of Transportation ("TXDOT"), to perform a phased design and construction project at Dallas Executive Airport ("DEA") as part of the Capital Improvement Plan under TXDOT's State Block Grant Program.</p> <p>Amendment No. 3 will authorize (1) an increase of the City's portion by \$15,000; (2) an increase to the project's estimated design costs from \$200,300 to \$215,300; and (3) an extension of the contract term to September 30, 2024.</p>							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0131	AVI	W388	AAIP	4111	AVIW388	CX-AVI-2021-00015699	\$15,000.00
							-	\$0.00
							-	\$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' Agreement Percentage	
	3	21-0362	2/24/2021	\$15,000.00	\$0	\$30,000.00	0	

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

Nez
Patrick Carten (Jul 9, 2024 16:12 CDT)

07/09/24

Rory McAnally

07/17/24

JL By Department Director

Date

Approved as to Form by City Attorney

Date

Kimberly Bizer Tolson (Jul 16, 2024 17:40 CDT)

By City Manager

Date

RJM

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	
	ADMINISTRATIVE ACTION 246043 EFFECTIVE DATE Jul 19, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Better Impact USA Inc.				Supplier No.	VC22805		
Subject:	Online Volunteer Management							
Lead Dept:	Park and Recreation							
Action Requested:	Authorize an encumbrance of \$10,278.00. The vendor will provide an online volunteer management system and mobile app for volunteer hours tracking as well as an online dashboard for reporting data. Contact: Betty Swinners 214-670-8538							
	Contract Number:	PKR-2024-00025434		Contract Term:	NTP	to	05/31/2025	
Background:	Better Impact USA Inc. would continue to serve as the Dallas Park and Recreation's current online management system. This is a system that integrates with Sterling Background Checks and is used by multiple municipalities to manage their volunteer schedules and activities.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding: <i>RB</i>	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	PKR	5292		3070		MASC PKR-2024-00025434	\$10,278.00
		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		0.00	%	

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

John Jenkins
John Jenkins (Jul 18, 2024 10:15 CDT)

By Department Director

Jul 18, 2024

Date

Rory McAnelly

Approved as to Form by City Attorney

Aug 7, 2024

Date

OA OA

By City Manager

Jul 19, 2024

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>							ADMINISTRATIVE ACTION	
								246044	EFFECTIVE DATE
							Mar 29, 2024		
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><input checked="" 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.</p>									
<p>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</p>									
<p>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</p>									
<p>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</p>									
Supplier Name:	Lakewood Service League						Supplier No.	N/A	
Subject:	Beautification Agreement								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize a Beautification Agreement with the Lakewood Service League to perform service enhancements through litter and debris pickup at Lakewood Park in coordination with the City of Dallas Park and Recreation Department, at no cost to the city. Contact: Tamara Aquino (972) 795-5040								
	Contract Number:	PKR-2024-00024587		Contract Term:	5/20/2024		to	5/19/2025	
Background:	The Lakewood Service League is a 501c3 volunteer organization that was formed to support philanthropy in East Dallas.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	N/A	PKR-2024-00024587	\$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		0.00	%		

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

John Jenkins
John Jenkins (Mar 26, 2024 10:14 CDT)

Mar 26, 2024

By Department Director

OA

Date

Taylor

Approved as to Form by City Attorney

May 1, 2024

Date

258R

By City Manager

Mar 29, 2024

Date

 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>						ADMINISTRATIVE ACTION	
							246045 EFFECTIVE DATE 08/12/2024	
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements. <input checked="" 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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. </p>								
<p>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</p>								
<p>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</p>								
<p>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</p>								
Supplier Name:	Noah's Park & Playgrounds, LLC				Supplier No.	518483		
	Installation of Shaded Canopies for DPD dog runs							
Lead Dept:	AVI							
Action Requested:	Authorize Supplemental Agreement for the vendor have more time to install 3 shaded canopies to partially cover separate areas for Dallas Police Department's Canine dog runs at Dallas Love Field. No additional funding needed.							
	Contract Number:	AVI-2024-00025044		Contract Term:	05/30/2024	to	05/29/2025	
Background:	The vendor sited delays in the ordering of materials needed, so more time is needed. AVI is seeking to purchase and install 3 shaded canopies to partially cover separate areas for Dallas Police Department's Canine dog runs. The vendor will provide 3 - 20x20 canopies at Dallas Love Field Airport for Canine dog runs performed by Dallas Police Department. No additional funds needed.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbsearch/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0130	AVI	7735		4599		CX AVI-2024-00025044	\$0.00
		Financing:	FY2024 Operating Fund					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	

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


 Patrick Carrasco (Aug 9, 2024 12:01 CDT)

By Department Director

8/8/24

Date


 Victoria Giesbrecht (Aug 12, 2024 08:24 CDT)

Approved as to Form by City Attorney

8/12/2024

Date


 Dev Rastogi (Aug 12, 2024 06:06 CDT)

By City Manager

08/12/24

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246046 EFFECTIVE DATE May 15, 2024																																
	<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><input checked="" 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.</p>						 RECEIVED DALLAS, TEXAS MAY 14 PM 1:30 2024																																
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</p>						<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																																	
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																	
<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																	
<p>Supplier Name: Sobriety Silver Lining Nation</p>						Supplier No. N/A																																	
<p>Subject: Beautification Agreement</p>																																							
<p>Lead Dept: Park and Recreation</p>																																							
<p>Action Requested: Authorize a Beautification Agreement with Sobriety Silver Lining Nation to conduct service enhancements such as conducting litter clean-ups along with other park maintenance and upkeep as pre-determined between Dallas Parks and Sobriety Silver Lining Nation at Anderson Bonner Park. Contact: Anahi Delgado (214)-732-0307</p>						<p>Contract Number: PKR-2024-00024862 Contract Term: 07/26/2024 to 07/25/2025</p>																																	
<p>Background: Sobriety Silver Lining Nation is a 501(c)(3) non-profit organization committed to fostering sobriety and serving as mentors within the community. Their mission extends to enhancing the beauty of Dallas Parks through dedicated community service initiatives.</p>																																							
<p>HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbsearch/</p> <p><input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.</p> <p><input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.</p> <p><input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category.</p> <p><input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.</p>																																							
<table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV</th> <th>OBJ</th> <th>PROGRAM</th> <th>ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>N/A</td> <td>PKR</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A PKR-2024-00024862</td> <td>\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00024862	\$0.00																		
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N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00024862	\$0.00																																
<p>Funding:</p>						<p>TOTAL: \$0.00</p>																																	
<p>Contract Amendment Information:</p> <table border="1"> <thead> <tr> <th>Supplemental Agreement No.</th> <th>Base CR/AA No.</th> <th>Base Contract Date</th> <th>Base Contract Amount</th> <th>Sum of Previous Supplemental Agreements</th> <th>Total Contract Amount Including this Action</th> <th>Total Supp'l Agreement Percentage</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> <td>%</td> </tr> </tbody> </table>						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		0.00	%																				
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																																	
			0.00		0.00	%																																	

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

John Jenkins
John Jenkins (May 14, 2024 17:04 CDT)

By Department Director

OA

May 14, 2024

Date

Matthew Green

Matthew Green (Aug 2, 2024 10:38 CDT)

Approved as to Form by City Attorney

MRG

Aug 2, 2024

Date

By City Manager

Date

RECEIVED

246047

Memorandum

2024 SEP -6 AM 8:37

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary
SUBJECT Correction to Contract No. ECO-2024-00025826 Authorized by Administrative Action
24-6047

This is the first correction to Contract No. ECO-2024-00025826.

Contract No. ECO-2024-00025826 was authorized by AA 24-6047 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Plai Place, LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee.): Heather Lepeska
Signature

Sep 4, 2024
Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6047, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney: Brady Flanery

Sep 5, 2024

Signature

Date

Brady Flanery

Printed Name

8/1/24

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246047 EFFECTIVE DATE Aug 13, 2024	
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A		
Supplier Name: https://mycpa.state.tx.us/tppasscm/blsearch/	PLAI PLACE, LLC					Supplier No. VC22803		
Subject: https://mycpa.state.tx.us/tppasscm/blsearch/								
Lead Dept: https://mycpa.state.tx.us/tppasscm/blsearch/								
Action Requested: https://mycpa.state.tx.us/tppasscm/blsearch/	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO PLAI PLACE, LLC, TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.							
	Contract Number: ECO-2024-00025826			Contract Term: AUGUST 15, 2024 to NOVEMBER 15, 2024				
Background: https://mycpa.state.tx.us/tppasscm/blsearch/	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
HUB Check appropriate Box https://mycpa.state.tx.us/tppasscm/blsearch/	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding: https://mycpa.state.tx.us/tppasscm/blsearch/	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025826	5000
							-	\$0.00
							-	\$0.00
								TOTAL:
Contract Amendment Information: https://mycpa.state.tx.us/tppasscm/blsearch/	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.

<i>Mac</i>	Aug 13, 2024	<i>80/80</i>	Aug 13, 2024
By Department Director	Date	Approved as to Form by City Attorney	Date
<i>Talin Hembree</i>		<i>BF</i>	
		Aug 13, 2024	
		Date	

RECEIVED

246048

Memorandum

2024 SEP 17 AM 11:01

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary
SUBJECT Correction to Contract No. ECO-2024-00025829 Authorized by Administrative Action
24-6048

This is the first correction to Contract No. ECO-2024-00025829.

Contract No. ECO-2024-00025829 was authorized by AA24-6048 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Bellcam Group, LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6048, and if applicable, previous correction memo(s)

*Heather Lepeska
9/17/24*

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>		ADMINISTRATIVE ACTION 246048 EFFECTIVE DATE Aug 13, 2024					
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 checked="" type="checkbox"/> Yes <input 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 N/A						
Supplier Name:	BELLCAM GROUP, LLC		Supplier No.					
Subject:	Small Business Microgrants Program							
Lead Dept:	Office of Economic Development							
Action Requested:	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO BELLCAM GROUP, LLC, TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.							
	Contract Number:	Contract Term:	ECO-2024-00025829 AUGUST 15, 2024 to NOVEMBER 15, 2024					
Background:	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
HUB Check appropriate Box https://mycpa.state.tx.us/tppasscm/blsearch/	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025829	5000
							-	\$0.00
							-	\$0.00
		Financing:						TOTAL:
Contract Amendment Information:	Supplemental Agreement No.	Bose CR/AA No.	Base Contract Date	Bose 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.


 Aug 13, 2024 
 By Department Director Date Approved as to Form by City Attorney 
 Aug 13, 2024 Date

RECEIVED

246049

Memorandum

2024 SEP -5 PM 4:58

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025830 authorized by Administrative Action
24-6049

This is the first correction to Contract No. ECO-2024-00025830.

Contract No. ECO-2024-00025830 was authorized by AA24-6049 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to AQUAGREEN GLOBAL LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6049, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney:

Brady Flanery

Sep 5, 2024

Signature

Date

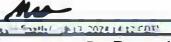
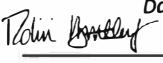
Brady Flanery

Brady Flanery
9/4/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246049 EFFECTIVE DATE Aug 13, 2024	
	2024 AUG 15 AM 9:21 CITY SECRETARY TEXAS							
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><input type="checkbox"/> f. Other Services (explain on attachment; for notifications 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.</p>								
<p>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</p>								
<p>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</p>								
<p>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 N/A</p>								
Supplier Name: AQUAGREEN GLOBAL LLC						Supplier No. VS0000079415		
Subject: Small Business Microgrants Program								
Lead Dept: Office of Economic Development								
Action Requested: AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$ 5000 TO AQUAGREEN GLOBAL LLC, TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.								
	Contract Number: ECO-2024-00025830	Contract Term: AUGUST 15, 2024				to	NOVEMBER 15, 2024	
Background: Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscm/blsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025830	5000
								\$0.00
								\$0.00
								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	
							%	

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

 By Department Director	Aug 13, 2024  By City Manager	 Approved as to Form by City Attorney Aug 13, 2024	Aug 13, 2024  Date
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RECEIVED

246050

Memorandum

2024 SEP -5 PM 5:00

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary
SUBJECT Correction to Contract No. ECO-2024-00025828 Authorized by Administrative Action
24-6050

This is the first correction to Contract No. ECO-2024-00025828.

Contract No. ECO-2024-00025828 was authorized by AA24-6050 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Bello Bath & Body, LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6050, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney:

Bj Fl

Sep 5, 2024

Signature

Date

Brady Flanery

9/4/24
B

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>		ADMINISTRATIVE ACTION 246050 EFFECTIVE DATE Aug 13, 2024					
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A						
Supplier Name: BELLO BATH & BODY, LLC	Supplier No. VC16771							
Subject: Small Business Microgrants Program								
Lead Dept: Office of Economic Development								
Action Requested: AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$ 5000 TO BELLO BATH & BODY, LLC, TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.								
Contract Number: ECO-2024-00025828	Contract Term: AUGUST 15, 2024	to	NOVEMBER 15, 2024					
Background: Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscm/blsearch/	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	OA72	ECO	AR18	EC04	3016		CX - ECO-2024-00025828	5000
							-	\$0.00
							-	\$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	
							%	

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

[Signature]

By Department Director

Aug 13, 2024

[Signature]

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

Aug 13, 2024

Date

[Signature]

By City Manager

Aug 13, 2024

Date

RECEIVED

246051

Memorandum

2024 SEP -5 PM 5:05

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025827 Authorized by Administrative Action
24-6051

This is the first correction to Contract No. ECO-2024-00025827.

Contract No. ECO-2024-00025827 was authorized by AA24-6051 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Ojeda's Restaurant, Inc to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA24-6051, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney: Brady Flanery

Sep 5, 2024

Signature

Date

Brady Flanery

Printed Name

9/4/24
a/b/b

B

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 240051 EFFECTIVE DATE Aug 13, 2024	
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small> 							
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 N/A		
Supplier Name:	OJEDA'S RESTAURANT, INC.				Supplier No.	VC17561		
Subject:	Small Business Microgrants Program							
Lead Dept:	Office of Economic Development							
Action Requested:	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$ 5000 TO OJEDA'S RESTAURANT, INC. , TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.							
	Contract Number:	ECO-2024-00025827		Contract Term:	AUGUST 15, 2024		to	NOVEMBER 15, 2024
Background:	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
<small>HUB Check appropriate Box https://mycpa.state.tx.us/tpasscm/blsearch/</small>	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025827	5000
							-	\$0.00
							-	\$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	
							%	

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

Aug 13, 2024 *[Signature]* Aug 13, 2024 *[Signature]*
 By Department Director Date Approved as to Form by City Attorney Date
 Aug 13, 2024 *[Signature]* Aug 13, 2024 *[Signature]*
 By City Manager Date

RECEIVED

246052

Memorandum

2024 SEP -6 AM 8:39

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary
SUBJECT Correction to Contract No. ECO-2024-00025825 Authorized by Administrative Action
24-6052

This is the first correction to the subject Contract No. ECO-2024-00025825.

Contract No. ECO-2024-00025825 was authorized by AA 24-6052 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to The Panama Canal Tours (Miraflores), LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6052, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney:

Brady Flanery
Signature
Brady Flanery

Sep 5, 2024

Date

B 9/4/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>		ADMINISTRATIVE ACTION 24 6 0 5 2 EFFECTIVE DATE Aug 13, 2024					
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A						
Supplier Name: THE PANAMA CANAL TOURS (MIRAFLORES), LLC	Supplier No. VC31219	 RECEIVED 15 AM 01 2024						
Subject: Small Business Microgrants Program								
Lead Dept: Office of Economic Development								
Action Requested: AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO THE PANAMA CANAL TOURS (MIRAFLORES), LLC, TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.								
Contract Number: ECO-2024-00025825	Contract Term: AUGUST 15, 2024 to NOVEMBER 15, 2024							
Background: Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).								
HUB Check appropriate Box https://mycpa.a.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025825	5000
							-	\$0.00
							-	\$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	
								%

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

MM
Revised on Aug 13, 2024 10:13 CDT

By Department Director

Date

Approved as to Form by City Attorney

BF
Aug 13, 2024

Date

Robin Bradley

By City Manager

Date

RECEIVED

246053

Memorandum

2024 SEP -5 PM 4:52

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025822 Authorized by AA24-6053

This is the first correction to Contract No. ECO-2024-00025822.

Contract No. ECO-2024-00025822 was authorized by AA24-6053 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Trend Healthcare, Inc to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from Contract context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Exhibit B – Award Letter was not properly attached to contract. It is included as page 23 of this package.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024
Date

Assistant Director - Heather Lepeska

Print Name

Attachment for reference: AA24-6053, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney: Brady Flanery

Sep 5, 2024

Signature

Brady Flanery

Date

18/9/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246053 EFFECTIVE DATE Aug 13, 2024	
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A		
Supplier Name: TREND HEALTHCARE, INC.					Supplier No. VC31689			
Subject: Small Business Microgrants Program								
Lead Dept: Office of Economic Development								
Action Requested: AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO TREND HEALTHCARE, INC. TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.								
Background: Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).								
HUB Check appropriate Box https://mycpa.state.tx.us/tpasscm/blsearch/	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding: <i>Aug 13, 2024</i>	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025822	5000
							-	\$0.00
							-	\$0.00
								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	
								%

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

Mo
Austin Seal, Date 12-22-24, 10:00 AM

By Department Director

Aug 13, 2024

BJ

Aug 13, 2024

Date

John Hensley

Date

Approved as to Form by City Attorney *BF*

Aug 13, 2024

Date

John Hensley

By City Manager

Date

Memorandum

RECEIVED

246054

2024 SEP -5 PM 5:08

CITY SECRETARY
DALLAS, TEXAS

DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025823 Authorized by Administrative Action
24-6054

This is the first correction to Contract No. ECO-2024-00025823.

Contract No. ECO-2024-00025823 was authorized by AA24-6054 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to WRLW, Inc. DBA White Rock Lake Weekly to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by October 14, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024
Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6054, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney:

Bo JZ

Sep 5, 2024

Signature

Date

Brady Flanery

8/9/24/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>		ADMINISTRATIVE ACTION 246054 EFFECTIVE DATE Aug 13, 2024					
	1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A						
Supplier Name:	WRLW, INC. DBA WHITE ROCK LAKE WEEKLY		Supplier No.					
Subject:	Small Business Microgrants Program							
Lead Dept:	Office of Economic Development							
Action Requested:	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO WRLW, INC. DBA WHITE ROCK LAKE WEEKLY TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.							
	Contract Number:	ECO-2024-00025823	Contract Term:					
	AUGUST 15, 2024 to NOVEMBER 15, 2024							
Background:	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
HUB Check appropriate Box https://mycpa.state.tx.us/tapasscm/blsearch/	<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016		CX - ECO-2024-00025823	5000
							-	\$0.00
							-	\$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	
								%

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

[Signature] **By Department Director** **Date** **Aug 13, 2024** *[Signature]* **Approved as to Form by City Attorney** **Date** **Aug 13, 2024**
[Signature] **By City Manager** **Date**

246055



Memorandum

RECEIVED

2024 SEP 24 PM 4:21

CITY SECRETARY
DALLAS, TEXAS

CITY OF
DALLAS

DATE September 23, 2024

TO City Secretary
SUBJECT Correction to AA 24-6055 and Contract No: FHO-2024-00002784

This is the first correction to Administrative Action 24-6055 and accompanied signed contract FHO-2024-00002784.

Contract No. FHO-2024-00002784 was authorized by AA 24-6055 on August 15, 2024, authorizing the consent to reassign contract from W. Frank Newton, Inc. to BluLynx Solutions.

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

Typo Financial/funding information Obvious error from CR context

“Contract” section of AA should read: FHO-2024-00002784

And

Header for contract should also read: FHO-2024-00002784.

Department: MGT- Office of Equity and Inclusion

Director (or designee): Lindsey Wilson, PhD

9/24/2024

Date

Signature

Dr. Lindsey Wilson

Print Name

Attachment for reference: AA 24-6055, corresponding contract header, and if applicable, previous correction memo(s)

ATT: Approved

Denied

Assistant City Attorney: Brady Flanery

09/24/24

Date

Signature

Brady Flanery

Print Name

9/24/24



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

246055

EFFECTIVE DATE

August 15, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
24 AUG 15 PM 2:

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

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: W. Frank Newton, Inc. ; BluLynx Solutions

Supplier No. VS98694; VC33073

Subject: Consent To Assignment

Lead Dept: MGT – Office of Equity and Inclusion (Fair Housing Division)

Action Requested: Authorize consent to assignment of professional consultant services contract from W. Frank Newton Inc. to BluLynx Solutions, LLC.

Contract Number:	FHO-2024-00024784	Contract Term:	4/1/2024	to	8/31/2024
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Background: City entered into the contract with W. Frank Newton, Inc., authorized on May 15, 2024, by Administrative Action No. 24-5742. Effective August 1, 2024, W. Frank Newton, Inc. assigned its rights in the contract to BluLynx Solutions, LLC. The contract requires City's written consent for any assignment of the contract.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbl/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:

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
						\$48,375.00	

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

Lindsay Wilson, PhD

8/15/2024

Bo

8/15/24

By Department Director

Date

Approved as to Form by City Attorney *BF*

Date

252.022

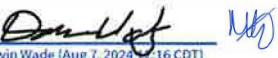
8/15/24

By City Manager

Date

 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>						ADMINISTRATIVE ACTION 246056 EFFECTIVE DATE Aug 7, 2024		
	1. Place an "X" in the appropriate box for the approval of:						RECEIVED <small>2024 AUG 5 PM 5:08</small>		
<input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.								<input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small>	
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/N/A	
Supplier Name:	ATILANO TORRES dba TORRES CONSTRUCTION – Contractor JULIET EVERETT – Homeowner						Supplier No.	337798	
Subject:	ARPA – 10th Street								
Lead Dept:	Housing & Neighborhood Revitalization								
Action Requested:	Execute agreement for payment for ARPA Neighborhood Revitalization Program at property address 315 Leads St., Dallas, TX, 75203 in the amount of \$57,988.00 from the ARPA grant.								
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0A72	HOU	AR47		3099	ARPA	DO		\$57,988.00
									\$57,988.00
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		
							<small>%</small>		

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


 Darwin Wade (Aug 7, 2024 12:16 CDT)
 By Department Director

Aug 7, 2024

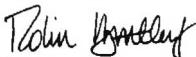
Date


 Hannah Peacock (Aug 7, 2024 12:27 CDT)
 Approved as to Form by City Attorney

Aug 7, 2024

HP

Date


 Tolin Brantley

Aug 7, 2024

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

246057

EFFECTIVE DATE

06/17/2024

2024 AUG 16 AM 8:39

RECEIVED

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

a. Contracts of \$100,000 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 10%)

c. Professional / Personal / Planning / Other Service contracts \$100,000 or less, per City Code Sec. 2-34

d. Amendments to non-bid contracts \$100,000 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

Supplier Name: Package Express LLC dba Guaranteed Express

Supplier No.

VC27704

Subject: Courier Services

Lead Dept: Dallas Water Utilities

Action Requested:

Authorize 3-year courier service contract to pick up Dallas Water Utilities invoices from a third-party vendor and deliver to City Hall, 1500 Marilla Street, Room 3AN, Dallas, TX 75201 for further processing.

Contract Number: DWU-2024-00024384 Contract Term: 07/01/2024 to 06/30/2027

Background:

The Water Utilities Department utilizes a courier service to pick up out sorted invoices from the bill print supplier and deliver these invoices to City Hall so department personnel can review and/or include additional correspondences with the invoices.

HUB
Check appropriate
Box
<https://mycpa.cpa.state.tx.us/txasscmbl/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category

NO, there are no HUB's in Dallas County to contact for this business category

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0100	DWU	7230	DW21	3072	MASC	DWU-2024-00024384	\$21,450.00

						TOTAL:	
						\$21,450.00	

Financing:

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't Agreement Percentage
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						%
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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't Agreement Percentage
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APPROVAL:

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

By Department Director

6-17-2024

Date

Victoria Giesbrecht

Victoria Giesbrecht (Aug 15, 2024 16:05 CDT)

Aug 15, 2024

Date

VG

Approved as to form by City Attorney

06/17/2024

Date

By City Manager

06/17/2024

Date

246058

Memorandum



DATE September 25, 2024

CITY OF
DALLAS

TO City Secretary
SUBJECT Correction to AA 24-6058

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved on 8/16/24 authorizing:

Contract number: PKR-2023-00021675

Changes needed to Contract Number:

Encumbrance/Contract No. ~~PKR-2023-00021675~~
Encumbrance/Contract No. PKR-2023-00021675

Department: Real Estate

Director (or designee): Ashley Eubanks
Ashley Eubanks (Oct 1, 2024 12:31 CDT)
Signature

Oct 1, 2024
Date

Ashley Eubanks

Print Name

Attachment for reference: Administrative Action 24-6058, and if applicable, previous correction memo(s)

OFS: Approved Denied Is ATT Approval Needed? Y N

OFS: _____
Signature _____ Date _____

Print Name

ATT: Approved Denied

Assistant City Attorney: _____
Signature _____ Date _____

Print Name

8 10/4/24

246058

TRANSMITTAL MEMORANDUM

DATE: October 3, 2024

FROM: Tonita Blackwell
Facilities and Real Estate Management
214-948-4107

RE: Correction Memo - Administrative Action 22-6058 (Dane Cofer)

LOG: 52255

COMMENTS:

ROUTE TO:

City Secretary 4FN

RETURN TO: Tonita Blackwell
Facilities and Real Estate Management
OCMC Room 203

	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.						246058 EFFECTIVE DATE 07/24/2024	
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input checked="" type="checkbox"/> a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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 50%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>								2023 AUG 16 AM 9:10 RECEIVED CITY OF DALLAS, TEXAS
<p>2. Is this an amendment to an existing construction contract? If yes, complete on Administrative Change Order.</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>								
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>								
<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A</p>								
Supplier Name:	Dane Cofer					Supplier No.	VC31966	
Subject:	Residential Claim for Moving and Related Expenses Payment							
Lead Dept:	Department of Public Works							
Action Requested:	Approval of a Residential Claim for Moving and Related Expenses on behalf of Dane Cofer who has been displaced as a direct result of this property acquisition. He is eligible to receive a residential moving and related expenses payment for \$13,037.50							
	Contract Number:	PRK-2023-00021675		Contract Term:	07/22/2024	to	07/22/2025	
Background:	On May 10, 2023, the City Council of the City of Dallas adopted Resolution 230616 to acquire property located at 17103 Davenport Road, Dallas, Texas to be used in conjunction with the Cotton Belt Trail. Dane Cofer was displaced as a direct result of this property acquisition. Chapter 39A of the Revised Code of Civil and Criminal Ordinances of the City of Dallas provides moving and related expenses payment for individuals displaced by governmental action.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblse/arch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0530	PRK		PKLA		PKLAND	PRK 2023-00021675	\$13,037.50
								\$0.00
								\$0.00
Financing:							TOTAL:	\$13,037.50
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	
							%	

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

Ashley Eubanks

By Department Director

Jul 22, 2024

Date

Approved as to Form by City Attorney

Pat Hall
8/10/24
Date

Donzeel Hixson
By City Manager
7-24-24
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

246059

EFFECTIVE DATE

07/25/2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	The Royal Kingsquest, LLC	Supplier No.	VC32297
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Subject:	Claim for Actual Reasonable Moving and Related Expenses-Nonresidential
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Lead Dept:	Department of Public Works
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Action Requested:	Approval of a Claim for Actual Reasonable Moving and Related Expenses Nonresidential on behalf of The Royal Kingsquest, LLC who has been displaced as a direct result of property acquisition. The Royal Kingsquest, LLC is eligible to receive a payment in the amount of \$4,857.30				
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Contract Number:	Contract Term:	7/10/2024	to	7/10/2025
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Background:	On January 27, 2021, the City Council of the City of Dallas adopted resolution 210227, to acquire property located at 4801 & 4807 Dolphin Road, Dallas, Texas, to be used in conjunction with the Dolphin Road Project from Spring Avenue to Haskell Avenue. The Royal Kingsquest, LLC was displaced as a direct result of this property acquisition. Chapter 39A of the Revised Code of Civil and Criminal Ordinances of the City of Dallas provides moving and related expenses for businesses displaced by governmental action. All requirements for this payment have been met.				
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HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.				
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Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	1V22	PBW	V139	SRSF	4210	PB17V139	CX- PBW-2021-00016753	\$971.46
	0556	PBW	L194	THRG	4210	PB95L194	CX- PBW-2021-00016753	\$3,885.84
							-	\$0.00
	Financing:							TOTAL: \$4,857.30

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
							%

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

Ashley Eubanks
Ashley Eubanks [Jul 22, 2024 10:57 CDT]
By Department Director

Jul 22, 2024

Date

[Signature] Approved as to [redacted] Attorney [Signature]
7/25/24

Date

 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>						ADMINISTRATIVE ACTION 246060 EFFECTIVE DATE Aug 19, 2024		
							 CITY SECRETARY DALLAS, TEXAS	2024 AUG 1 PM 4:09 RECEIVED	
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements. <input checked="" 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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. </p>									
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 N/A			
Supplier Name: MGT of America Consulting, LLC						Supplier No. VC17775			
Subject: P25 Subscriber Fees and ITS Cost Allocation Model Fees									
Lead Dept: Information and Technology Services									
Action Requested:	Authorize SA No.1 for two additional studies to the ITS P25 Subscriber Fees and ITS Cost Allocation Model Fees to Validate Methodology and Make Fee & Indirect Cost.								
	Contract Number:	BMS-2023-00022380		Contract Term:	10/25/2023		to	10/24/2027	
Background:	MGT of America Consulting, LLC. provides a study of the current cost of all services provided to outside users by specified General Fund departments. The annual review will determine the extent to which the full cost of associated services is being recovered by revenues. This amendment will perform analysis on the Information and Technology Services P25 subscriber fees and ITS cost allocation model fees that have an 80% or greater impact to the general fund via the ITS chargeback fees each budget year.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
	Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	
0197		DSV	1812		3070		BMS-2023-00022380		\$17,560.00
0198	DSV	1664		3070		BMS-2023-00022380		\$21,984.00	
Financing:		Communication Service & Data Service Funds (subject to appropriations)						TOTAL:	\$39,544.00
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	23-1462	10/25/2023	\$182,000.00		\$221,544.00	21.7%		

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

[Signature]
 Brian Gardner (Jun 13, 2024 17:49 PDT)

By Department Director

Jun 13, 2024

Date

[Signature]
 Diana Gutknecht
 Diana Gutknecht (Aug 19, 2024 12:54 CDT)

Aug 19, 2024

Date

Approved as to Form by City Attorney

By City Manager

Date

 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>						ADMINISTRATIVE ACTION 246061 EFFECTIVE DATE 08/13/2024																																																
							RECEIVED 2024 AUG 19 PM 4:33 CITY OF DALLAS TEXAS																																																
1. Place an "X" in the appropriate box for the approval of:																																																							
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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																																																							
Supplier Name: Brion Enterprises, Inc						Supplier No. 344977																																																	
Subject: Cable Television Service for Dallas Love Field and Dallas Executive Airports																																																							
Lead Dept: AVI																																																							
Action Requested: Authorize Administrative Action to enter a 3-year service contract for the vendor to provide cable service at Dallas Love Field and Dallas Executive Airport. Amount not to exceed \$23,716.80 . Bid through OPS using Bid # IFS AVI B1800019																																																							
Contract Number: AVI-2024-00025586 Contract Term: 10/1/2024 to 9/30/2027																																																							
Background: The vendor will provide cable service and maintenance for all areas of the Department of Aviation. This includes all locations at Dallas Love Field and Dallas Executive Airport. The vendor will provide service consistent with the quote provided with 3-year price lock. Includes installation, cable boxes, cables, cords, and all equipment related to the service. Amount not to exceed \$23,716.80 . Bid through OPS using Bid# IFS AVI B1800019																																																							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbl/search/ <input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.																																																							
Funding: <table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV</th> <th>OBJ</th> <th>PROGRAM</th> <th>ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0130</td> <td>AVI</td> <td>7754</td> <td></td> <td>3080</td> <td></td> <td>CX AVI-2024-00025586</td> <td>\$23,716.80</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="6">Financing: FY2024 Operating Fund</td> <td>TOTAL:</td> <td>\$23,716.80</td> </tr> </tbody> </table>								FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	0130	AVI	7754		3080		CX AVI-2024-00025586	\$23,716.80																									Financing: FY2024 Operating Fund						TOTAL:	\$23,716.80
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[Signature] APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
Patrick Carreno (Aug 9, 2024 10:47 CDT)

By Department Director

8/9/24

Date

[Signature]
Suzanne Knuppel (Aug 13, 2024 10:45 CDT)

8/13/2024

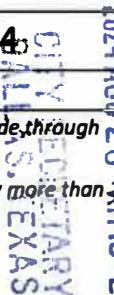
Date

[Signature]
Dev Rastogi (Aug 13, 2024 09:27 CDT)

By City Manager

8/13/2024

Date

 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>							ADMINISTRATIVE ACTION 246062 EFFECTIVE DATE 8/12/2024																																					
								 RECEIVED 24 AUG 20 2024 10:29																																					
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input checked="" type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>																																													
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<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p>							<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																						
<p>Supplier Name: Stafford Environmental Services, Inc.</p>							<p>Supplier No. VC31143</p>																																						
<p>Subject: Installation of Bird Coils for bird exclusion</p>																																													
<p>Lead Dept: AVI</p>																																													
<p>Action Requested:</p>	<p>Authorize contract for services – purchase and installation for the vendor to install bird coil around the perimeter of the gates of Dallas Love Field Airport to prevent bird nesting. Service bid through purchasing using IFS AVI B2600028 with an amount not to exceed \$18,408.00</p>																																												
	<p>Contract Number:</p>		<p>AVI-2024-00023898</p>		<p>Contract Term:</p>		<p>8/1/2024</p>		<p>to</p>	<p>7/31/2025</p>																																			
<p>Background:</p>	<p>AVI is seeking to purchase and install coils to act as a permanent bird deterrent. The vendor will provide the maximum amount of bird control for Dallas Love Field Airport while limiting the aesthetic changes required to resolve the bird conflicts. While it is not high risk, there are human diseases linked to bird droppings. Service bid through purchasing using IFS AVI B2600028 with an amount not to exceed \$18,408.00</p>																																												
	<p><input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.</p>																																												
<p>Funding:</p>	<table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV</th> <th>OBJ</th> <th>PROGRAM</th> <th colspan="2">ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0130</td> <td>AVI</td> <td>7729</td> <td>AV28</td> <td>3070</td> <td></td> <td>CX</td> <td>AVI-2024-00023898</td> <td>\$18,408.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT	0130	AVI	7729	AV28	3070		CX	AVI-2024-00023898	\$18,408.00																			
	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT																																				
0130	AVI	7729	AV28	3070		CX	AVI-2024-00023898	\$18,408.00																																					
<p>Financing: FY2024 Operating Fund</p>								<p>TOTAL:</p>	<p>\$18,408.00</p>																																				
<p>Contract Amendment Information:</p>	<p>Supplemental Agreement No.</p>	<p>Base CR/AA No.</p>	<p>Base Contract Date</p>	<p>Base Contract Amount</p>	<p>Sum of Previous Supplemental Agreements</p>	<p>Total Contract Amount Including this Action</p>		<p>Total Suppl' Agreement Percentage</p>																																					

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


Patricia Carrasco (Aug 9, 2024 13:54 CDT)

By Department Director

08/08/24

Date

8/20/24

Approved as to Form by City Attorney

Date

 Dev Rastogi

Dev Rastogi (Aug 12, 2024 06:01 CDT)

By City Manager

08/12/24

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION 246063 EFFECTIVE DATE 8/12/2024
	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:

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
 d. Amendments to non-bid contracts: \$100,000 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.		<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						
Supplier Name:	American Association of Airport Executives dba Transportation Security Clearinghouse	Supplier No.	VS0000079705					
Subject:	SA #2 to exercise 2 nd 1-year renewal option							
Lead Dept:	AVI							
Action Requested:	Authorize Supplemental Agreement #2 to the contract with TSC for a web-based designated aviation channeling system and software use agreement to exercise the second of two 1-year renewal options. Renewal for one year not to exceed \$63,521.50.							
	Contract Number:	AVI-2018-00006490	Contract Term:	10/12/2018	to	10/11/2025		
Background:	Transportation Security Clearinghouse is responsible for the Criminal History Record Checks, Security Threat Assessment and Rap Back for Airport Employees. Renewal of this service is critical for the safety and security of Dallas Love Field. The first of the two renewals was exercised by SA #1 to the contract, authorized effective November 13, 2023, by AA 23-6688. Renewal amount not to exceed \$63,521.50.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0130	AVI					MASC AVI-2018-00006490	\$63,521.50
Financing:		FY2024 Operating Fund					TOTAL:	\$63,521.50
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 Suppl' Agreement Percentage	
	2	181514	10/24/2018	\$343,500.00	\$63,521.50	\$470,543.00	N/A	

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


Patricia Carreno (Aug 9, 2024 13:55 CDT)
By Department Director Date 8/8/24


Ashley Stockton (Aug 20, 2024 09:26 CDT)
Approved as to Form by City Attorney Date 8/20/24


Dev Rastogi (Aug 12, 2024 05:59 CDT)
By City Manager Date 8/12/2024

 City of Dallas	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION 246064 EFFECTIVE DATE 08/20/2024																											
	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:																														
a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input checked="" type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No N/A																														
Supplier Name: Freese and Nichols, Inc.		Supplier No. 347200																												
Subject: Abrams Rd. Pump Station and Reservoir Rehabilitation Project																														
Lead Dept: Dallas Water Utilities – Water Facilities Project Management																														
Action Requested:	Authorize Supplemental Agreement No.3 to the professional services contract with Freese and Nichols Inc. for construction phase services associated with the proposed rehabilitation of the Abrams 10 MG Ground Storage Tank Reservoir. Supplemental Agreement No.3 increases the contract amount by \$99,600.00 to a new total of \$1,973,984.00																													
	Contract Number:	DWU-2016-00000936		Contract Term: 02/10/2024 to 02/10/2026																										
Background:	Please see attachment <div style="background-color: black; height: 40px; width: 100%;"></div>																													
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tapasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.																													
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	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT																						
5115	DWU	PW40		4111	714403	DWU714403EA	\$99,600.00																							
							\$0.00																							
						TOTAL:	\$99,600.00																							
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																							
	3	14-1698	10/08/2014	\$490,000.00	\$1,384,384.00	\$1,973,984.00	402.85%																							

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

Sarah Standifer
 Sarah Standifer (Jul 30, 2024 09:51 CDT)

By Department Director

Jul 30, 2024

Roy McAnally

Aug 20, 2024

Dev Rastogi
 Dev Rastogi (Aug 20, 2024 08:36 CDT)

By City Manager

Aug 20, 2024

2/22/2024
 Page 1 of 1

 City of Dallas	ADMINISTRATIVE ACTION	
	246065	
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.		
EFFECTIVE DATE 7/31/2024		

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

- a. Contracts of \$100000 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 35%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 Membership
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

Supplier Name:	Urban Libraries Council					Supplier No.:	VS000003959		
Subject:	Annual Membership								
Lead Dept:	Library								
Action Requested:	Authorize payment of annual membership to Urban Libraries Council.								
	Contract Number:	LIB-2024-00025632		Contract Term:	09/01/2024		to	08/31/2025	
Background:	Membership fee provides access to their professional membership organization for urban libraries in the United States. This includes professional development resources, cutting edge research, and collaborative opportunities for communities with libraries of similar size, interest, and concerns.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0001	LIB	5310	\$	3340		- LIB-2024-00025632		\$12,000.00
							-		\$0.00
							-		\$0.00
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 Supp'l Agreement Percentage	
								%	

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

Sean McGrew

Sean McGrew (Jul 30, 2024 17:26 CDT)

By Department Director

Date

Ashley Stockton

Ashley Stockton (Aug 20, 2024 14:34 CDT)

Approved as to Form by City Attorney

Date


Jul 31, 2024

By City Manager

Date

 City of Dallas	ADMINISTRATIVE ACTION 246066 EFFECTIVE DATE Jul 26, 2024							
							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 \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A								
Supplier Name:	Friends of Juanita J Craft Civil Rights House & Museum				Supplier No.	VC32762		
Subject:	Cultural Services – SDCC							
Lead Dept:	Office of Arts & Culture							
Action Requested:	The Friends of Juanita J Craft Civil Right House and Museum will provide the following service for the Office of Arts and Culture as part of the Creative Voices Series. Consultant shall develop the curriculum and framework for spoken word workshops introducing students to the art of poetry and enhancing their ability to express themselves through words. The goals of the workshops will be in alignment with CECAP 8 strategic priorities. The consultant will author the curriculum, provide benchmarks, set goals and outcome, and create a timeline for execution of program objectives. Services will be executed between Aug 16th and September 13th, 2024.							
	Contract Number:	OCA-2024-00025652		Contract Term:	8/16/2024	to	9/13/2024	
Background:	Friends of Juanita J Craft Civil Rights House and Museum was selected to perform services for the Office of Arts Cultural Center because of her cultural, historical, program development experience, and connection to the greater Dallas community. The fee for this service will not exceed \$25000.00. Consultant understands that the City of Dallas will pay for services as follows: The fee for services as required in the scope is \$25000 and will be paid in two (2) installments: (1) \$12,500 upon execution of agreement with submission of invoice (2) Final installment of \$12,500 upon completion of contract terms with submission of invoice within thirty days of and completion of final deliverable.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	OCA	AR20		3089		MASC OCA-2024-00025652	\$25,000.00
Financing: ARPA Reallocation Fund							TOTAL:	\$25,000.00
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.

 Martine Philibbe (Jul 26, 2024 13:32 CDT) By Department Director	Jul 26, 2024	 Suzanne Knuppel (Jul 30, 2024 14:24 CDT) Approved as to Form by City Attorney	Jul 30, 2024
		By City Manager	Date
		Jul 26, 2024	

 City of Dallas	ADMINISTRATIVE ACTION	
	246067 EFFECTIVE DATE Aug 19, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Tritech Software Systems (a Subsidiary of CentralSquare Technologies)			Supplier No.	514648			
Subject:	Computer Aided Dispatch & Nice Recorder System Integration							
Lead Dept:	Information and Technology Services							
Action Requested:	Authorize SA No. 20 to procure vendor support to integrate the NICE Recording Screen Capture feature with CAD (Computer Aided Dispatch) for Dallas Police Department, Dallas Fire Rescue and 9-1-1.							
	Contract Number:	DSV-2016-00000723	Contract Term:	6/8/2005	to	1/31/2025		
Background:	Council authorized the acquisition of CAD (Computer Aided Dispatch) in 2005 from RFCSP BEZ0407 to dispatch to first responders for emergency services. The NICE Recording Screen Capture integration will allow Quality Assurance Officers to capture the information the agents are processing on the CAD screen for dispatch of emergency Police and Fire assistance.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0191	DSV	2911		3438		MASC DSV-2016-00000723	\$2,145.00
	Financing: 9-1-1 System Operations						TOTAL:	\$2,145.00
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	
	20	05-1795	6/8/2005	\$0	\$21,310,687.83	\$21,312,832.83	0.00%	

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

[Signature]
Brian Gardner (Jul 16, 2024 20:59 CDT)
By Department Director
Date
[Signature]
Donnell Sipson
By City Manager
Date

[Signature]
Victoria Giesbrecht
Victoria Giesbrecht (Aug 20, 2024 08:34 CDT)
Approved as to Form by City Attorney
Date
[Signature]
VG
Date

246068

Exhibit C
Memorandum

RECEIVED

2024 OCT -1 AM 11:55

CITY SECRETARY
DALLAS, TEXAS

DATE 09/30/2024



CITY OF DALLAS

TO City Secretary
SUBJECT Correction to AA 24-6068

This is the first / correction to the subject Council Resolution. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 08/20/2024 authorizing Supplemental Agreement No. 2 for Storm Drainage Contract No. C

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

Typo Financial/funding information Obvious error from CR context

Administrative Action Sections Supplier No., Background & Funding should read as follows:

Supplier Name:	GEI Consultants, Inc.						Supplier No.	352614			
	VC19497										
Action Requested:	Authorize Supplemental Agreement No. 2 to the professional services contract with Hayden Consultants, Inc. formally known as Hayden Consultants, Inc., for additional storm water design increasing the contract amount by \$16,500.00 to a new total of \$535,997.20										
	Contract Number:	SDM-2019-00009199			Contract Term:	10/24/2019	to	10/24/2024			
Background:	On <u>October 24, 2019</u> , City Council Authorized a professional services contract with Hayden Consultants, Inc. for Storm Drainage Improvements Contract C by Resolution No. 19-1604. This action is needed to design the water and wastewater line on Junius Street that was not covered in the original scope.										
October 08, 2019											
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT			
	1V23	SDM	VD41	SD01	4111	TW17VD41	CX - SDM-2021-00016175	\$16,500			
							- SDM-2019-00009199				

Department: Dallas Water Utilities
 Director (or designee.): Sarah Standifer
Sarah Standifer (Oct 1, 2024 08:19 CDT)

Signature

Oct 1, 2024

Date

Sarah Standifer

Print Name

Attachment for reference: Administrative Action 24-6068, and if applicable, previous correction memo(s)

10/24/2024
 18

 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>						ADMINISTRATIVE ACTION		
							246068 EFFECTIVE DATE 08/20/2024		
1. Place an "X" in the appropriate box for the approval of:								<i>2024 AUG 21 PM 2:53 CITY SECRETARY DALLAS, TEXAS</i>	
<input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input checked="" type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Supplier Name: GEI Consultants, Inc.								Supplier No. 352614	
Subject: Supplemental Agreement No. 2 for Storm Drainage Contract No.C									
Lead Dept: Dallas Water Utilities									
Action Requested:	Authorize Supplemental Agreement No. 2 to the professional services contract with GEI Consultants, Inc. for additional services related to the storm water design increasing the contract amount by \$16,500.00 to a new total \$535,997.20								
	Contract Number:	SDM-2019-00009199		Contract Term:	10/24/2019		to	10/24/2024	
Background:	On October 24, 2019, City Council Authorized a professional services contract with Hayden Consultants, Inc. for Storm Drainage Improvements Contract C by Resolution No. 19-1604. This action is needed to design the water and wastewater line on Junius Street that was not covered in the original scope.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	1V23	SDM	VD41	SD01	4111	TW17VD41	CX - SDM-2021-00016175		\$16,500.00
							-		
							-		
Financing:								TOTAL: \$16,500.00	
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		
	2	19-1604	10/24/2019	\$471,323.20	\$48,174.00	\$ 535,997.20	\$13.7218%		

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

Sarah Standifer

Sarah Standifer (Jul 31, 2024 10:18 CDT)

By Department Director

07/31/2024

Date

Aug 20, 2024

Approved as to Form by City Attorney

Date

Dev Rastogi

Dev Rastogi (Aug 20, 2024 08:32 CDT)

By City Manager

Aug 20, 2024

Date

 City of Dallas	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION
	246069		EFFECTIVE DATE
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.		03/18/2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	IAMJ Enterprises, Inc				Supplier No.	VS0000032011		
Subject:	Golf Course Management and Operation							
Lead Dept:	PKR							
Action Requested:	Authorize Supplemental Agreement No. 5 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.							
Background:	The City Council approved a Contract with the concessionaire whereby the concessionaire operates and manages the golf pro shop, golf play, golf cart rentals, food and drink concessions, merchandise, alcohol sales and the use of the golf courses by providing lessons and organized place, among its other duties. The Texas Comptroller of Public Accounts has determined that under the current contractual arrangement between the City and Concessionaire, the sales and use taxes must be collected from green fees associated with public golf courses and paid to the comptroller. The city and the concessionaire are amending the contract to clarify that the concessionaire shall be responsible for the collection and payment of all sales and use taxes associated with the green fees and other services and goods provided under the contract.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							-	\$0.00
							-	\$0.00
							-	\$0.00
							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	08-1654	04/14/2010	0.00	0.00	0.00	0%	

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

[Signature]

Mar 18, 2024

By Department Director

Date

[Signature]

Mar 19, 2024

Approved as to Form by City Attorney

Date

[Signature]

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

246070

EFFECTIVE DATE

8/12/2024

CITY SECRETARY
DALLAS TEXAS

2024 AUG 21 PM 1:25

RECEIVED

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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**Supplier Name:** Baker Tilly **Supplier No.:** VC15383**Subject:** Supplemental Agreement**Lead Dept:** Human Resources**Action Requested:** Authorize a Supplemental agreement to extend the contract date from July 2, 2024 to July 1, 2025 to allow Baker Tilly to complete the scope of work by performing performance evaluations for appointed officials.**Contract Number:** PER-2021-00016395 **Contract Term:** 7/2/2024 **to** 7/1/2025**Background:** The department of Human Resources utilizes a third party to facilitate the performance evaluation process of appointed staff that report to the City Council.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	PER					-	\$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
	3	22-1760	5/1/2021	\$45,800.00	\$142,900.00	\$ 188,300.00	312.00%

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

Nina Arias (Jun 12, 2024 17:01 CDT)

By Department Director

Jun 12, 2024

Date

Stephen T. Freeland

Stephen T. Freeland (Aug 13, 2024 08:41 CDT)

Aug 13, 2024

Date


Kimberly Bizar-Tolbert (Aug 12, 2024 15:56 CDT)

By City Manager

Aug 12, 2024

Date

 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>						ADMINISTRATIVE ACTION 246071 EFFECTIVE DATE Aug 21, 2024 <u>STF</u>																																																						
	1. Place an "X" in the appropriate box for the approval of:																																																												
	<input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small>																																																												
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<input type="checkbox"/> 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 N/A																																																													
Supplier Name: Paul Hornsby & Company dba Hornsby & Company						Supplier No. VC0000011621																																																							
Subject: Professional Services Contract																																																													
Lead Dept: City Attorney's Office																																																													
Action Requested: Authorize a professional services contract with Paul Hornsby & Company dba Hornsby & Company to provide expert appraisal consulting services in the matter City of Dallas vs. Millwee-Jackson Joint Venture and Stephen M. Millwee, et al. This contract shall not exceed \$57,000.																																																													
Contract Number:		ATT-2024-00025798		Contract Term:	6/16/2024		to	*Indefinite																																																					
Background: Paul Hornsby & Company dba Hornsby & Company ("Hornsby") will provide expert appraisal consulting services in the matter City of Dallas vs. Millwee-Jackson Joint Venture and Stephen M. Millwee, et al. Hornsby will be paid as provided by the proposal letter attached to the contract. This contract shall not exceed \$57,000.																																																													
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/																																																													
<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.																																																													
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT																																																					
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APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Aug 20, 2024 13:31 CDT)

By Department Director

Aug 20, 2024

Stephen T. Freeland
Stephen T. Freeland (Aug 21, 2024 16:03 CDT)

Aug 21, 2024


Kimberly Bizer-Tolbert (Aug 21, 2024 14:47 CDT)

By City Manager

Approved as to Form by City Attorney

Date

STF
STF

Date

 City of Dallas	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1> <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>	ADMINISTRATIVE ACTION 246072 EFFECTIVE DATE Aug 21, 2024 <i>STF</i> <small>STF</small>
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1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100000 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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- 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	Spencer Fane LLP					Supplier No.	VC26448		
Subject:	Supplemental Agreement No. 1 to the Professional Services Contract								
Lead Dept:	City Attorney's Office								
Action Requested:	Authorize Supplemental Agreement No. 1 to the professional services contract with Spencer Fane LLP to continue to provide legal services to the City of Dallas in connection with miscellaneous State Tort litigation. Not to exceed \$50,000, increasing the contract amount from \$50,000 to \$100,000.								
	Contract Number:	ATT-2023-00020745		Contract Term:	10/5/2022		to	*Indefinite	
Background:	Spencer Fane LLP was retained to provide legal services to the City of Dallas in connection with miscellaneous State Tort litigation. SA-1 will authorize continued services. Not to exceed \$50,000, increasing the contract amount from \$50,000 to \$100,000. *The City Attorney can terminate the contract with 10 days' notice to the Firm.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0192	ORM	3890		3033		MASC	ATT-2023-00020745	\$50,000.00
							-		
							-		
		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	
	1	\$50,000.00	3/13/2023	\$50,000.00			\$100,000.00	%	

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

Ayeh Powers
Ayeh Powers (Aug 20, 2024 11:00 CDT)

By Department Director

Aug 20, 2024

Stephen T. Freeland
Stephen T. Freeland (Aug 21, 2024 16:00 CDT)

Approved as to Form by City Attorney

Aug 21, 2024

STF
STF

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Aug 21, 2024 14:47 CDT)

By City Manager

Aug 21, 2024

Date

 City of Dallas	ADMINISTRATIVE ACTION	
	246073	
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.	EFFECTIVE DATE	
	Aug 21, 2024	

1. Place an "X" in the appropriate box for the approval of:																																															
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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 N/A																																															
Supplier Name: Huitt-Zollars, Inc.						Supplier No. 090025																																									
Subject: SoPac Trail & Bridge Improvements Project Design																																															
Lead Dept: Park and Recreation Department																																															
Action Requested:	Authorize Supplemental No. 1 to the Professional Service Contract with Huitt-Zollars, Inc. for additional land surveying services and preparation of Survey Field notes for acquisition of a portion of the Royal Oaks County Club in the amount of \$23,810.00																																														
	Contract Number: PKR-2023-00021378		Contract Term: NA		to NA																																										
Background:	On October 25, 2023, a Professional Services Contract was authorized with Huitt-Zollars, Inc. for professional design development, environmental services, and construction administration services, for the SoPac Trail extension within the abandoned railroad right-of-way from Greenville Avenue to Meadow Road to the Northaven Trail.																																														
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.																																														
Nelson Holliday 7/26/24 Funding:	<table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV.</th> <th>OBJ</th> <th>PROGRAM</th> <th>ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>F632</td> <td>PKR</td> <td>117C</td> <td>HIBT</td> <td>4111</td> <td>SOPFAC632</td> <td>-CX- PKR-2023-00021378</td> <td>\$23,810.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td colspan="6"> Financing: SOPAC Trail Grant Fund </td> <td> TOTAL: </td> <td>\$23,810.00</td> </tr> </tbody> </table>							FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	F632	PKR	117C	HIBT	4111	SOPFAC632	-CX- PKR-2023-00021378	\$23,810.00							-								-		Financing: SOPAC Trail Grant Fund						TOTAL:	\$23,810.00
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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	231466	10/25/2023	\$360,000.00	\$0.00	\$383,810.00	6.61%																																								

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

 John Jenkins (Aug 21, 2024 16:05 CDT) By Department Director	Aug 21, 2024 Date	 Christine Lanners (Aug 21, 2024 18:11 CDT) Approved as to Form by City Attorney	Aug 21, 2024 Date
 Aug 21, 2024 Date			

	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION					
	See Administrative Directive 4-05 for additional guidelines and routing.		246074					
	File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		EFFECTIVE DATE					
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p> <p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>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</p> <p>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 N/A</p>								
Supplier Name:	DEL CARMEN CONSULTING, LLC		Supplier No.	VC0000006507				
Subject:	Consulting Services for Racial Profiling for City Marshal's Office							
Lead Dept:	City Marshal's Office							
Action Requested:	Authorize a 4 year term consulting services contract for annual performance of a compliance audit determination on racial profiling for the City Marshal's Office in accordance with state law,							
	Contract Number:	MSH-2024-00025105	Contract Term:	08/01/2024 to 07/31/2028				
Background:	Compliance audit allows the firm to review department's current policy, data and practices related to the legal requirements regarding racial profiling. This consulting firm currently performs state required components by all police departments on racial profiling to ensure state compliance. They will perform the same for the department.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	MSH	1052		3070		MASC MSH-2024-00025105	\$38,000.00
							-	\$0.00
							-	\$0.00
	Financing: General Funds							TOTAL: \$38,000.00
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.

David Pugles	Aug 8, 2024	Willow Sanchez	Aug 22, 2024
By Department Director	Date	Approved as to Form by City Attorney	WS
<u>Dominique Artis</u> <small>Dominique Artis (Aug 8, 2024 17:14 CDT)</small>		Aug 8, 2024	Date
By City Manager			

 City of Dallas	ADMINISTRATIVE ACTION						ADMINISTRATIVE ACTION 246075 EFFECTIVE DATE Jul 3, 2024		
	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 \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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)?									
Supplier Name: Laura Neal						Supplier No. VC23432			
Subject: Watershed Floodgates Public Art Project									
Lead Dept: Office of Arts & Culture									
Action Requested:	Authorize contract OCA-2024-00025223 for Calcium Projects to design and paint a public, site-specific murals on the floodgates located on Bexar St and Budd St.								
	Contract Number:	OCA-2024-00025223			Contract Term:	7/19/2024		to	7/31/2025
Background:	In Jan. 2022, the PAC/ACAC approved planning and initiation of Watershed Floodgates public art project. On Feb.13, 2024, the PAC approved Calcium Projects as the lead artists for the Watershed Floodgates project. The planned commission value is \$100,000, with two gate locations at \$50,000 each.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0121	DWU	CS95	PUBA	4425	7PUBART17	CX	OCA-2024-00025223	\$100,000.00
	Financing:							TOTAL:	\$100,000.00
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.

RP
Martine Philippe (Jul 2, 2024 12:59 CDT)

By Department Director

Jul 2, 2024

Date

BY J.W.

Approved as to Form by City Attorney

Jul 12, 2024

Date

MSR
Jul 3, 2024

By City Manager

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						ADMINISTRATIVE ACTION 246076 EFFECTIVE DATE Aug 13, 2024	
	2024 AUG 23 AM 8:38 RECEIVED CITY SECRETARY DALLAS, TEXAS							
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><input checked="" 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.</p>								
<p>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</p>								
<p>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</p>								
<p>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</p>								
Supplier Name:	Walk with a Doc					Supplier No.		
Subject:	Beautification Agreement							
Lead Dept:	Park and Recreation							
Action Requested:	The Walk with a Doc organization is committed to enhancing the beauty of Tipton Park by organizing volunteer litter and debris clean-up efforts. Additionally, they are eager to collaborate with the Parks and Recreation Department on approved planting projects to further beautify the area. Contact: Anahi Delgado, (214)-732-0307.							
	Contract Number:	PKR-2024-00025726		Contract Term:	10/30/2024	to	10/29/2025	
Background:	Walk with a Doc, initiated to encourage physical activity, has grown to offer extensive health benefits beyond just walking. The program's all-encompassing approach combines physical activity with mental health support, making it a holistic prescription for a healthier life. Led by licensed healthcare providers, these events start with a health discussion and continue with a group walk, providing participants with valuable health tips and the opportunity to ask questions.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		PKR					N/A PKR-2024-00025726	\$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		0.00	%	

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

John Jenkins
John Jenkins (Aug 8, 2024 12:34 CDT)

By Department Director

Aug 8, 2024

Date

Molly P. Ward

Approved as to Form by City Attorney

Aug 13, 2024

Date

DA

MSR

By City Manager

Aug 13, 2024

Date

 City of Dallas	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1> <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>	
		ADMINISTRATIVE ACTION 246077 EFFECTIVE DATE Jul 11, 2024

1. Place an "X" in the appropriate box for the approval of: <ul style="list-style-type: none"> <input type="checkbox"/> a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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										
Supplier Name: Gregory Hire						Supplier No. VC26121				
Subject: Contract Fee Instructor										
Lead Dept: Park and Recreation										
Action Requested:		Authorize contract fee instructor agreement with Gregory Hire. The vendor will be providing Pickleball classes program services to the citizens of Dallas Contact: Brendan Collins: (214) 671-1668								
Contract Number:		PKR-2024-00025384		Contract Term:		NTP	to			
							9/30/2025			
Background:		Contract fee instructors provide leisure, sports and health and wellness activity instruction								
HUB <i>Check appropriate Box</i> https://mycpa.cpa.state.tx.us/tpasscmbl/search/		<ul style="list-style-type: none"> <input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. 								
Funding:		FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Funding:		N/A	PKR	N/A	N/A	N/A	N/A	PKR-2024-00025384	70/30 Split	
									-	\$0.00
									-	\$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		0.00	%		

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

John Jenkins
 John Jenkins (Jul 11, 2024 15:47 CDT)

By Department Director

Jul 11, 2024

Date

Taylor

Approved as to Form by City Attorney

Aug 21, 2024

Date

OA OA

2502

By City Manager

Jul 11, 2024

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

246078

EFFECTIVE DATE

Jul 11, 2024

2024 AUG 23 AM 9:55
CITY SECRETARY
RECEIVED
DALLAS, TEXAS

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Ramona English dba FitYes!					Supplier No.	VC29328	
Subject:	Contract Fee Instructor							
Lead Dept:	Park and Recreation							
Action Requested:	Authorize contract fee instructor agreement with Ramona English dba FitYes! The vendor will provide Aerobics class services to the citizens of Dallas. Contact: Brendan Collins 214-715-6886							
	Contract Number:	PKR-2024-00025382		Contract Term:	NTP	to	9/30/2025	
Background:	Contract fee instructors provide leisure, sport and health & wellness activity instruction.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	PKR-2024-00025382	70/30 Split
							-	
							-	
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		0.00	%	

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

John Jenkins
John Jenkins (Jul 11, 2024 15:46 CDT)

By Department Director

Jul 11, 2024

Date

T. J. Jenkins

Approved as to Form by City Attorney

Aug 21, 2024

Date

OA2024

By City Manager

Jul 11, 2024

Date

 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>	
	ADMINISTRATIVE ACTION 246079 EFFECTIVE DATE Aug 13, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Anthony Allen						Supplier No.:	VS0000014794	
Subject:	Contract Fee Instructor								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize contract fee instructor agreement with Anthony Allen. The vendor will be providing Karate classes program services to the citizens of Dallas Contact: Brendan Collins: (214) 671-1668								
	Contract Number:	PKR-2024-00025610			Contract Term:	NTP	to	9/30/2025	
Background:	Contract fee instructors provide leisure, sports and health and wellness activity instruction								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
		PKR					N/A	PKR-2024-00025610	70/30 Split
							-		\$0.00
							-		\$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		
				0.00		0.00	%		

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

John Jenkins
John Jenkins (Aug 8, 2024 09:26 CDT)

By Department Director

Aug 8, 2024

Date

Molly P. Ward

Approved as to Form by City Attorney

Aug 14, 2024

Date

 OA OA

By City Manager

Aug 13, 2024

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

246080

EFFECTIVE DATE

Aug 7, 2024

2024 AUG 23 AM 9:45
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Basheer Odeh a representative of YumYum Concession				Supplier No.	N/A		
Subject:	Approval of Concession Permit							
Lead Dept:	Park and Recreation							
Action Requested:	Authorize the approval of a Temporary Food and Beverage Permit to be granted to Basheer Odeh, a representative of YumYum Concession, for the use of T.P. Hill Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A. Contact: TaMario Butler (214) 671-1667							
	Contract Number:	PKR-2024-00024536		Contract Term:	upon the date of execution	to	12/31/2024	
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 twelve (12) months.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	PKR-2024-00024536	\$0.00
							-	\$0.00
							-	\$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.

John Jenkins

John Jenkins (Aug 1, 2024 09:04 CDT)

By Department Director

Aug 1, 2024

Date

Matthew Green

Matthew Green (Aug 15, 2024 17:06 CDT)

Approved as to Form by City Attorney

Aug 15, 2024

Date

OA

By City Manager

Aug 7, 2024

Date

 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>		ADMINISTRATIVE ACTION
			246081
			EFFECTIVE DATE
			Aug 7, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

2024 AUG 23 AM 11:51
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 N/A

Supplier Name:	REKJ Builders, LLC. – Contractor PEARLIE MAE DAVIS – Homeowner				Supplier No.	VC20926		
Subject:	Dallas Tomorrow Fund (DTF)							
Lead Dept:	Department of Housing & Neighborhood Revitalization							
Action Requested:	Execute a tri-party agreement for the Dallas Tomorrow Fund (DTF) project at 931 Sumac Dr., Dallas, Texas 75217, in an amount not to exceed \$20,000.00 of DTF funds, in accordance with Chapter 27 of the Dallas City Code.							
	Contract Number:	HOU-2022-00020191		Contract Term:	Effective Date of the AA above	to	120 days from Effective Date	
Background:	On September 28, 2016 the Dallas City Council approved Ordinance No. 30236, which amended Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code"), changing the process of referring persons determined financially unable to repair or rehabilitate their property or premises in compliance with the Code. DTF must be used for the sole purpose of rehabilitating and/or repairing properties and premises in the city for persons who are found unable to financially comply with notice of violation issued by the director under Section 27-16 of the Code. Funding for the repairs/rehabilitation is derived from the Contract for Services executed between the City and Contractor, as authorized by City Council Resolution No. 20-1555, approved on October 13, 2020. Homeowner meets the requirements of Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code").							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0476	HOU	1042	HO99	3100	DTF	DO	\$20,000.00
Financing:							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 Supp'l Agreement Percentage	
							%	

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


Darwin Wade (Aug 7, 2024 12:09 CDT)

By Department Director

Aug 7, 2024

Date


Hannah Peacock (Aug 7, 2024 12:26 CDT)

Approved as to Form by City Attorney

Aug 7, 2024

Date



By City Manager

Aug 7, 2024

Date

 City of Dallas	ADMINISTRATIVE ACTION	
		ADMINISTRATIVE ACTION 246082 EFFECTIVE DATE July 25, 2024
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:

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 regulation.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (If applicable)?

Supplier Name:	A TO Z ELECTRIC, INC. – Contractor VERONICA SALINAS AND HILARIO MARTINEZ – Homeowner				Supplier No.	VC30489		
Subject:	ARPA Residential Septic Tank Program							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execute an agreement for payment for ARPA Residential Septic Tank Program at property address 2022 S. WOODY RD., Dallas, TX, 75253 in the amount of \$18,500.00 from the ARPA grant.							
Background:	On June 28, 2023, the Dallas City Council approved Resolution 23-0882 which established the ARPA Residential Septic Tank program. The American Rescue Plan Act Residential Septic Tank Program (Program) makes necessary investments in water and sewer infrastructure to extend livability in existing affordable housing, connect owner-occupied properties to necessary city-managed water/wastewater/sewer services being installed through the Dallas Water Utilities Unserved Areas Program, and extend necessary infrastructure access and services to Dallas residents and communities impacted by the COVID-19 pandemic. Eligible applicants and residents must be approved for repair as outlined in the Program Statement. Addresses receiving assistance must be located in DWU Unserved Areas program geographies.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	HOU	AR53		3099	ARPA	DO	\$18,500.00
Financing:							TOTAL:	\$18,500.00
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	%

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

Thor Erickson

Jul 25, 2024

Marissa Hines

Jul 26, 2024

By Department Director

Date

Approved as to Form by City Attorney

MH

Date

Colin Dantley

By City Manager

Jul 25, 2024

Date

 CITY OF DALLAS	<h2 style="text-align: center;">ADMINISTRATIVE ACTION</h2> <p style="text-align: center;">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>						ADMINISTRATIVE ACTION 246083 EFFECTIVE DATE Aug 21, 2024 <div style="text-align: right; margin-top: 10px;"> RECEIVED CITY OF DALLAS CITY SECRETARY TEXAS 2024 AUG 27 AM 8:34 </div>		
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34. <input checked="" type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small> </p>									
<p>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</p>									
<p>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</p>									
<p>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</p>									
Supplier Name:	Overland Partners, Inc				Supplier No.	519397			
Subject:	Cotton Bowl Renovation, Rehabilitation and Addition								
Lead Dept:	Park and Recreation Department								
Action Requested:	Authorize Supplemental Agreement No. 3 to the Professional Services Contract with Overland Partners, Inc. for architectural and engineering services, in the amount of \$96,250.00; thereby increasing the contract from \$7,692,123.80 to 7,788,373.80.								
	Contract Number:	PKR-2024-00023980		Contract Term:	n/a	to	n/a		
Background:	Overland Partners, Inc. will provide additional design and documentation to account for Green Energy & International Energy Conservation Code (IECC) Plan Review & Inspection services for the 2024 & 2025 stadium work scope, as well as Commissioning services for the HVAC systems, hot water systems, lighting, and control systems for the 2024 work scope. For additional detail, refer to the proposal, dated June 14, 2024, attached.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmb/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding: <i>7/18/24</i>	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	2128	PKR	X064	FPRK	4112	PKCOTTON-CX	PKR-2024-00023980	\$96,250.00	
							-		
							-		
	Financing:	Fair Park Revenue Bonds, Series 2023					CTN	TOTAL:	\$96,250.00
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		
	3	24-0371	2/28/2024	\$7,620,008.80	\$72,115.00	\$7,788,373.80	2.21%		

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

John Jenkins
John Jenkins (Aug 21, 2024 16:06 CDT)

By Department Director

Aug 21, 2024

Date

Christine Lanners
Christine Lanners (Aug 26, 2024 14:30 CDT)

Approved as to Form by City Attorney

Aug 26, 2024

Date

2582

Aug 21, 2024

By City Manager

Date

Memorandum

RECEIVED

246084

2024 NOV 12 AM 11:11

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE October 31, 2024

TO City Secretary

SUBJECT Correction to Contract No. SBC-2023-00022454 authorized by AA 24-6084

This is the first correction to Contract No. SBC-2023-00022454.

Contract No. SBC-2023-00022454 was authorized by AA 24-6084 on August 15, 2024, extending the existing contract which authorizes the disbursement of a grant in the amount of \$30,000 to Family Care Connection to be paid monthly upon receipt of the grantee's invoices and pursuant to the contract.

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

Typo

Financial/funding information

Obvious error from CR context

Vendor number should be VS0000024139

Department: Office of Economic Development

Director (or designee):

Signature:

Name: Heather Lepeska

Title: Assistant Director

Date: 11/05/2024

Attachment for reference: AA 24-6084, and if applicable, previous correction memo(s)

ATT: Approved Denied

Assistant City Attorney: Brady Flanery

Signature:

Date: 11/06/2024

11/13/24

46

	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
		246084
See Administrative Directive 4-05 for additional guidelines and routing.		EFFECTIVE DATE
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		8/15/24

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

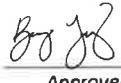
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Family Care Connection					Supplier No.	VC24139	
Subject:	Contract Amendment							
Lead Dept:	ECO							
Action Requested:	Authorize a no-cost, three month extension through November 15 to existing contract authorized by AA 23-6410							
	Contract Number:	SBC-2023-00022454		Contract Term:	August 15, 2023		to November 15, 2024	
Background:	Family Care Connection requested a three-month extension due to original contract not being executed until October 25, 2023.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblse/arch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
								\$0.00
								\$0.00
								\$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' Agreement Percentage	
	1	236410	August 15, 2023	30000.00	NA	0.00	0%	

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


By Department Director

8/15/24
Date


Approved as to Form by City Attorney

Aug 19, 2024
Date


By City Manager

015124
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

246085

EFFECTIVE DATE

August 15, 2024

024 AUG 28 AM 9
 CITY SECRETARY
 DALLAS, TEXAS
 RECEIVED

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Hardwick Law Firm, LLC					Supplier No.	VC 29078	
Subject:	Professional Services Contract Corporation Counsel Services							
Lead Dept:	Department of Housing & Neighborhood Revitalization / DHADC							
Action Requested:	Authorize to execute: Contract between the Dallas Housing Acquisition and Development Corporation (DHADC) and the law firm of Hardwick Law Firm, LLC, a Texas foreign limited liability company with a local office at 700 N. Pearl Street, Suite N520, Dallas, Texas 75201. Scope of Work is specified in Section 3.1 and Exhibit A of the attached contract, for a term of 6 months not to exceed \$100,000 to be renewed after expiration of the 6 months or expending of the \$100,000, whichever comes first.							
Contract Number:	HOU-2024-00025397		Contract Term:	8/15/2024	to	2/15/25		
Background:	A Request for Proposal (RFP) was posted in February 2023 for an outside law firm to provide legal services related to the operations of Dallas Housing and Development Corporation (DHADC). The selected proposal from Hardwick law Firm, LLC was presented to the DHADC board and approved April 27, 2023. Staff negotiated a contract and now request authority to execute so that we may have the services performed for the next 6 months.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0762	HOU	5818		3099		CX- HOU-2024-00025397	\$100,000
							-	\$0.00
							-	\$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		0.00	%	

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

[Signature]

08/15/2024

By Department Director

Date

[Signature]

08/15/2024

Approved as to Form by City Attorney

Date

[Signature]

By City Manager

8/15/24

Date

 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>						ADMINISTRATIVE ACTION 246086 EFFECTIVE DATE 8-26-2024																																																											
1. Place an "X" in the appropriate box for the approval of:																																																																		
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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 N/A																																																																		
Supplier Name: HeneKom Group LLC Supplier No. VC33190																																																																		
Subject: Human Rights Due Diligence and Engagement Strategy																																																																		
Lead Dept: Office of Equity and Inclusion – Human Rights Division																																																																		
Action Requested: Authorize a contract with HeneKom Group LLC for consulting services to develop and launch a human rights due diligence and engagement strategy in alignment with City Council priorities and to advance human rights efforts before the World Cup in 2026 for a contract term of 9/16/24 to 1/13/25 at a cost of \$30,000 to the City.																																																																		
Contract Number: FHO-2024-00025917 Contract Term: 9/16/2024 to 1/13/2025																																																																		
Background: The City of Dallas seeks to engage HeneKom Group LLC to develop and launch a 3-phase human rights engagement strategy from September 2024 to January 2025. The 3 phases of this work plan include: 1) Engaging in a substantive landscape assessment at the local-level engaging both City of Dallas and external stakeholders; 2) Structuring an in-person human rights workshop with proposed activities to identify risks across multiple overarching human rights areas with intersecting people groups; and 3) Synthesizing stakeholder engagement information collected to develop actionable short- and long-term human rights strategies to mitigate risks and create a lasting human rights legacy. The proposed strategy aligns with City Council priorities and is a step toward fulfilling the requirements of host cities to plan for human rights commitments in advance of the 2026 FIFA Men's World Cup for Dallas as a host city.																																																																		
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tppasscmbl/search/																																																																		
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Funding: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">FUND</th> <th style="text-align: center;">DEPT</th> <th style="text-align: center;">UNIT</th> <th style="text-align: center;">ACTV</th> <th style="text-align: center;">OBJ</th> <th style="text-align: center;">PROGRAM</th> <th style="text-align: center;">ENCUMBRANCE TYPE and NUMBER</th> <th style="text-align: center;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">0001</td> <td style="text-align: center;">MGT</td> <td style="text-align: center;">4245</td> <td></td> <td style="text-align: center;">3099</td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$30,000.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">-</td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td colspan="7" style="text-align: right;">Financing:</td> <td style="text-align: center;">TOTAL:</td> </tr> <tr> <td colspan="7" style="text-align: right;">Contract Amendment Information:</td> <td style="text-align: center;">Total Contract Amount Including this Action</td> <td style="text-align: center;">Total Suppl' Agreement Percentage</td> </tr> <tr> <td colspan="2" style="text-align: right;">Supplemental Agreement No.</td> <td style="text-align: center;">Base CR/AA No.</td> <td style="text-align: center;">Base Contract Date</td> <td style="text-align: center;">Base Contract Amount</td> <td style="text-align: center;">Sum of Previous Supplemental Agreements</td> <td style="text-align: center;">Total Contract Amount Including this Action</td> <td style="text-align: center;">Total Suppl' Agreement Percentage</td> </tr> </tbody> </table>										FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	0001	MGT	4245		3099		-	\$30,000.00							-	\$0.00							-	\$0.00	Financing:							TOTAL:	Contract Amendment Information:							Total Contract Amount Including this Action	Total Suppl' Agreement Percentage	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
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APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.																																																																		

Lindsey Wilson, PhD

Aug 26, 2024



Aug 26, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date



Aug 26, 2024

By City Manager

Date

 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>	
	ADMINISTRATIVE ACTION 246087 EFFECTIVE DATE Nov 16, 2023	

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

<input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.	0246087 DALLAS, TEXAS RECEIVED 2024 JUN 28 AM 9:54
<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: \$100,000 or less, per City Code Sec. 2-34.	
<input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Banks Fine Art, LLC				Supplier No.	VS89432		
Subject:	FY24 – FY27 General Appraisal for Public Art Collection							
Lead Dept:	Office of Arts and Culture							
Action Requested:	Authorization is requested to contract with Banks Fine Arts for a multi-year general appraisal contract of the City-owned Public Art collection, on an as needed, when needed basis. The Appraiser has prepared a preliminary quote and confirmed the appropriate procedures.							
	Contract Number:	OCA-2024-00023536		Contract Term:	12/1/2023	to	9/30/2027	
Background:	The City has over 400 objects in the Public Art collection. These objects need appraisals to appropriately insure them. Three informal proposals were requested. Banks was the most advantageous to the City.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tapasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	OCA	4804	CA04	3070	MASC	OCA-2024-00023536	\$ 47,500.00
	Financing: General Fund						TOTAL:	\$ 47,500.00
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage	
					0	\$ 0.00	0%	

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

gr

Martin Phillips (Nov 16, 2023 14:14 CDT)
By Department Director

Nov 16, 2023

Date

Diana Gutknecht
Diana Gutknecht (Aug 20, 2024 15:05 CDT)
Approved as to Form by City Attorney

Aug 20, 2024

Date

mgf

By City Manager

Date

Nov 16, 2023



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

246088

EFFECTIVE DATE

Jul 23, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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.

2024 AUG 28 AM 9:45
DALLAS TX
RECEIVED
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Circuit Trail Conservancy / Friends of SoPac Trail					Supplier No.	N/A		
Subject:	Beautification Agreement								
Lead Dept:	Park and Recreation								
Action Requested:	Authorize a beautification Agreement with the Circuit Trail Conservancy and Friends of SoPac Trail to support, maintain, and beautify the trail. They would like to perform service enhancements such as picking up litter and debris, plant and maintain ornamental beds along the trail all in coordination with the City of Dallas Park and Recreation Department at no cost to the city. Contact: Tamara Aquino 972-795-5040								
	Contract Number:	PKR-2024-00025425		Contract Term:	9/10/2024 to 9/9/2025				
Background:	The Circuit Trail Conservancy and The Friends of SoPac Trail are committed groups formed to support, maintain, and beautify the trail. These organizations have made great strides with the city on enhancements to the trail and wish to continue to do so.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	N/A	PKR	N/A	N/A	N/A	N/A	PKR-2024-00025425		\$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		0.00	%		

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


 Jennifer Jenkins (Jul 22, 2024 08:33 CDT)

Jul 22, 2024

By Department Director

Date



Approved as to Form by City Attorney

Aug 21, 2024

Date



By City Manager

Date

Jul 23, 2024



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

246089

EFFECTIVE DATE

August 22, 2024

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

a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Zina Ashford-Obasuyi					Supplier No.			
Subject:	Dallas Homebuyer Assistance Program								
Lead Dept:	Housing & Neighborhood Revitalization								
Action Requested:	Execution of the City of Dallas Homebuyer Written Agreements (HOME/CDBG) for down payment assistance for the total amount of \$50,000.00 (\$25,000.00 in HOME funds, \$25,000.00 CDBG funds). Funding was approved pursuant to Council Resolution 22-1024 approved June 22, 2022 and Council Resolution 23-0765 approved June 14, 2023.								
	Contract Number:	HOU-2024-00025778		Contract Term:		to			
Background:	Zina Ashford-Obasuyi was approved for purchase of property at 6125 Kemrock Dr. using HOME funds (\$25,000.00) and CDBG funds (\$25,000.00) for homebuyer assistance. The city provided the DHAP program pursuant to Council Resolution 23-0278 approved February 22, 2023 and Council Resolution 24-0257 approved February 14, 2024 to provide assistance to homebuyers up to 80% AMI.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	HM22	HOU	621G		3101	DHAP	-		\$25,000.00
	CD23	HOU	704J		3101	DHAP	-		\$25,000.00
							-		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		
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%		

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

Darwin Wade (Aug 22, 2024 16:40 CDT)

By Department Director

Aug 22, 2024

Date

Hannah Peacock (Aug 26, 2024 09:19 CDT)

Aug 26, 2024

Date

Approved as to Form by City Attorney

HP

By City Manager

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION
	246090 EFFECTIVE DATE Jun 25, 2024		

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:

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	University of Texas at Arlington			Supplier No.	520524			
Subject:	Extension of the term of the contract with no monetary considerations							
Lead Dept:	Public Works							
Action Requested:	Current term of the contact with the University of Texas at Arlington expires on December 31, 2024. The term needs to be extended for 12 months from January, 1, 2025 to December 31, 2025, to complete the studies. mki.							
	Contract Number:	PBW-2021-00016426		Contract Term:	June 11, 2021	to	December 31, 2025	
Background:	On June 14, 2021 the City of Dallas authorized UTA to study and analysis to predict the remaining life of the streets for an amount not to exceed \$49,000. On November 10, 2021 City Council authorized SA#1 in the amount, not to exceed \$900,000 to perform in-field testing and data collection on Synthetic fiber reinforced concrete pavement. On August 9, 2023 City Council authorized SA #2 in the amount not to exceed \$540,000 to conduct 3D inspection of pavement and to conduct studies on concrete for water impermeability. It is now necessary to increase the term of the contract to complete the studies with no monetary considerations.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							-	\$0.00
							-	
							-	
	Financing: N/A							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	215767	6/14/2021	\$49,000.00	\$1,440,000.00	\$1,489,000.00	28.38%	

CL

BB

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

 By Department Director	Jun 24, 2024	 Approved as to Form by City Attorney
Date	Jun 25, 2024	Date
 By City Manager		

 City of Dallas	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION	
			246091	
			EFFECTIVE DATE	
				8-28-2024

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:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Services of Hope Entities, Inc.				Supplier No.	VC00000004593		
Subject:	ARPA Making Food Accessible - Delivery							
Lead Dept:	Office of Community Care							
Action Requested:	Authorize Supplemental Agreement No. 2 to the contract between the City of Dallas and Services of Hope Entities, Inc., as amended, to reduce the not to exceed amount by \$50,000.00 from \$1,400,000.00 to \$13,50,000.00 to allow Services of Hope to meet the agreement goals and objectives. .							
	Contract Number:	OCC-2022-00018462		Contract Term:	05-24-23	to	05-23-25	
Background:	On May 24, 2023, City Council approved Resolution 23-711 to execute a contract with Services of Hope, Inc., to provide mobile touch free home food delivery services. The healthy home delivery supports clients' needing healthy nutritious food items living in a food desert and impacted by COVID19. On November 14, 2023, this contract was amended to make corrections to Services of Hope's services, the attachments, and the exhibits by Administrative Action No. 236556.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	FC18	MGT	AD21		3070		- 1059757	(\$45,000.00)
	FC18	MGT	AD21		3071		- 1059757	(\$5,000.00)
							-	
		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	
	2	23-0711	06-27-23	\$1,400,000.00	\$0.00	\$1,350,000.00	3.5%	

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


Jessica Gallesha (Aug 26, 2024 18:09 CDT)

By Department Director

Aug 26, 2024


Marissa Hines

Aug 28, 2024

Approved as to Form by City Attorney

MH

Date



By City Manager

Aug 28, 2024

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
246092
EFFECTIVE DATE
Aug 21, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	ALEX CELY						Supplier No.	VC25661	
Subject:	Professional Service								
Lead Dept:	Office of Arts and Culture								
Action Requested:	Consultant shall present workshops as directed by the Office of Arts and Culture. Workshops will be presented for photography and visual arts. Participants will learn how to create excellent quality audiovisual material, and painting techniques such as: gradients, silhouettes, symmetry, nature, perspective, and portraits. Services shall be presented for audiences aged six and above. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.								
	Contract Number:	OCA-2024-00025592 (CR-00027022)		Contract Term:	10/1/2024 to 10/31/2025				
Background:	Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of <u>\$6,000.00</u> . Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0001	OCA	4878	CA01	3089		MASC -	OCA-2024-00025592	\$6,000.00
							-		\$0.00
Financing:								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 Suppl' Agreement Percentage		%

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

Martine Philippe (Aug 20, 2024 09:52 CDT)

Aug 20, 2024

By Department Director

Lucy Huang (Aug 28, 2024 09:33 CDT)

Aug 28, 2024

Approved as to Form by City Attorney

Date

By City Manager

Aug 21, 2024

Date

 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>						ADMINISTRATIVE ACTION						
							246093	EFFECTIVE DATE					
						August 23, 2024							
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p> <input type="checkbox"/> a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition </p>													
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
<p>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</p>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A							
<p>Supplier Name: The Voice Society, LLC</p>						Supplier No.		VC22116					
<p>Subject: Ratification for payment to The Voice Society, LLC, Vendor No. VC22116</p>													
<p>Lead Dept: Department of Housing & Neighborhood Revitalization</p>													
<p>Action Requested: Authorize ratification payment of outstanding invoices totaling the amount of \$16,725.00 for creative design/graphics campaign services. Services were provided on 02/01/2024.</p>													
<p>Contract Number: HOU-2024-00025606</p>						Contract Term:	to						
<p>Background: The payment was authorized without necessary authorization and approval and updates to the Master Agreement to include services for the Housing Department to ensure proper procurement rules were followed.</p>													
<p>HUB Check appropriate Box https://mvcpa.cpa.state.tx.us/tpasscmbl/search/</p>						<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022. N/A: CM-KM							
<p>Funding:</p>						FUND DEPT UNIT ACTV OBJ PROGRAM ENCUMBRANCE TYPE and NUMBER		AMOUNT					
						0001	HOU	5510		3320	General Fund	CX - HOU-2024-00025606	\$16,725.00
													\$0.00
													\$0.00
<p>Financing:</p>										TOTAL:	\$16,725.00		
<p>Contract Amendment Information:</p>						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		0.00	%	

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

[Signature]

Aug 20, 2024

By Department Director

Date

Diana Gutknecht

Diana Gutknecht (Aug 23, 2024 17:42 CDT)

Aug 23, 2024

DMG

Date

Tolin Bhatnayak

Aug 23, 2024

By City Manager

Date

Signature: Diana Gutknecht
Diana Gutknecht (Aug 20, 2024 14:04 CDT)

Email: diana.gutknecht@dallas.gov

246093

 City of Dallas	ADMINISTRATIVE ACTION	
	ADMINISTRATIVE ACTION 246094 EFFECTIVE DATE Aug 21, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	ALFREDO VILLANUEVA						Supplier No.	VS90328	
Subject:	Professional Service								
Lead Dept:	Office of Arts and Culture								
Action Requested:	Consultant shall present workshops as directed by the Office of Arts and Culture. Workshops will feature content in the visual arts. Participants will learn basic drawing and painting technique, an introduction to general art history, artistic collaboration, 3D freeform technique, and cultural traditions of paint and clay. Workshops are suitable for individuals of all ages, with programming focused on serving senior communities. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.								
	Contract Number:	OCA-2024-00025592 (CR-00027025)		Contract Term:	10/1/2024		to	10/31/2025	
Background:	Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of <u>\$12,000.00</u> . Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
	0001	OCA	4878	CA01	3089		MASC - OCA-2024-00025592		\$12,000.00
							-		\$0.00
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		%

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


Martine Philippe (Aug 20, 2024 09:48 CDT)

Aug 20, 2024


Lucy Huang (Aug 28, 2024 09:45 CDT)

Aug 28, 2024

By Department Director

Date



Approved as to Form by City Attorney

Date

Aug 21, 2024

By City Manager

Date

 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>	
	ADMINISTRATIVE ACTION 246095 EFFECTIVE DATE Aug 23, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	CARA MIA THEATRE CO.					Supplier No.	357327	
Subject:	Professional Service							
Lead Dept:	Office of Arts and Culture							
Action Requested:	Consultant shall present multi-cultural (primarily Latinx-centered) performances and workshops as directed by the Office of Arts and Culture to teach cultural pride and the arts to adults, children, and families. The 60-minute family-friendly shows are bilingual, educational, support TEKS metrics, and celebrate culture. Consultant shall also provide workshops in Playwriting, Visual Art, Drama, Mask Making for Theatre, Big Puppets, Sculpture, Acting with Mexican Folk Masks, and Mexican Arts and Crafts teaching creativity and life skills through a cultural lens, and Ballet Folklorico. Workshops, and performances are for audiences ages 6 and up. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.							
	Contract Number:	OCA-2024-00025592 (CR-00027032)		Contract Term:	10/1/2024	to	10/31/2025	
Background:	Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of \$10,000.00 . Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	OCA	4878	CA01	3089		MASC - OCA-2024-00025592	\$10,000.00
							-	\$0.00
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	
							%	

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

 **MP**
Martine Philippe (Aug 21, 2024 11:00 CDT)

Aug 21, 2024

 **Lucy Huang**
Lucy Huang (Aug 28, 2024 10:26 CDT)

Aug 28, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date



By City Manager

Date

Aug 23, 2024



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

246096

EFFECTIVE DATE

Aug 28, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	CDW Government LLC					Supplier No.	500105	
Subject:	Master Agreement for Apple Products							
Lead Dept:	Information & Technology Services							
Action Requested:	Authorize a two-year master agreement for Apple products through cooperative purchasing agreement with Texas DIR, DIR-CPO_5126							
	Contract Number:	DSV-2024-00025459		Contract Term:	10/1/2024	to	9/30/2026	
Background:	This agreement will enable access to apple products, apple care warranties and accessories needed to support business operations for City officials in various departments.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0198	DSV	1622		2731		DSV-2024-00025459	\$99,882.00
Financing:		Data Services (Subject to Annual Appropriations)					TOTAL:	\$99,882.00
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]
Brian Gardner (Last 5, 2024 05/10/2024)

By Department Director

Jul 9, 2024

Date

[Signature]
Suzanne Knappel
Suzanne Knappel (Aug 28, 2024 05/10/2024)

Aug 28, 2024

SK Date

[Signature]

By City Manager

Approved as to Form by City Attorney

Aug 28, 2024

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

246097

EFFECTIVE DATE

August 27, 2024

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

a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Margaret Feemster				Supplier No.			
Subject:	Dallas Homebuyer Assistance Program							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execution of the City of Dallas Homebuyer Written Agreements (HOME/CDBG) for down payment assistance for the total amount of \$50,000 (\$25,000 in HOME funds, \$25,000 in CDBG funds). Funding approved by City Council Resolution No. 22-1024, approved June 22, 2022, and City Council Resolution No. 23-0765, approved on June 14, 2023.							
	Contract Number:	HOU-2024-00025839	Contract Term:		to			
Background:	Ms. Feemster was approved for purchase of property at 4837 Baldwin St. using HOME funds (\$25,000.00) and CDBG funds (\$25,000.00) for homebuyer assistance. The city provided the DHAP program pursuant to Council Resolution 23-0278 on February 22, 2023, to provide homebuyer assistance to households with income at or below 80% of the AMI.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	HM22	HOU	621G		3101	DHAP	-	\$25,000.00
	CD23	HOU	704J		3101	DHAP	-	\$25,000.00
							-	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	
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%	

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

[Signature]
Darwin Wade (Aug 27, 2024 10:21 CDT)

Aug 27, 2024

Marissa Hines

Aug 27, 2024

By Department Director

Date

Approved as to Form by City Attorney

MH

Date

[Signature]

By City Manager

Aug 27, 2024

Date

	ADMINISTRATIVE ACTION		ADMINISTRATIVE ACTION					
	See Administrative Directive 4-05 for additional guidelines and routing.		246098					
	File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		EFFECTIVE DATE					
				Aug 20, 2024				
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input checked="" type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>								
<p>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>								
<p>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>								
<p>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 N/A</p>								
Supplier Name:	Arena Communication, Inc.			Supplier No.				
Subject:	VC30067							
Lead Dept:	MGT-COMS							
Action Requested:	Authorize Supplemental Agreement #2 to extend the term and add funding for continued assistance with communications strategy, planning and support for ongoing communication efforts regarding the City's pension matters.							
	Contract Number:	MGT-2024-00023640	Contract Term:	January 8, 2024 to December 31, 2024				
Background:	In 2016, the Dallas Police and Fire Pension System was determined to be in financial crisis. The 2017 Texas Legislature established a short-term resolution with a long-term plan required by 2025. The purpose of this contract was to aid in messaging with key stakeholders. SA #1 was executed in March 2024 to correct the consultant's name.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblse/arch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	MGT	1128		3070		- MGT-2024-00023640	\$50,000.00
							-	\$0.00
							-	\$0.00
		Financing:	General Fund				TOTAL:	\$50,000.00
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	24-5088	1/08/2024	50,000.00	0	100,000.00	100%	

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

D. J. Saab
By Department Director

07/15/2024

Willow Sanchez

Aug 22, 2024

Elizabeth Saab
Elizabeth Saab [Aug 20, 2024 12:03 CDT]

By City Manager

Date

Page 1 of 1



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

246099

EFFECTIVE DATE

8/7/2024

CITY SECRETARY
DALLAS, TEXAS
RECEIVED
024 AUG 29 PM12

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	UT Southwestern Medical Center						Supplier No.	VS91363
Subject:	Mobile Mammogram							
Lead Dept:	Human Resources							
Action Requested:	Authorize UT Southwestern to provide a mobile mammography unit that must be accredited, and operated by a certified facility.							
	Contract Number:	PER-2024-00025657		Contract Term:	8/1/2024	to	6/30/2029	
Background:	The City of Dallas is working within Wellness Initiative and an important matter is the prevention of breast cancer. Mammograms continue to be the best primary tool for breast cancer screening. The mobile mammogram unit is an accommodation to serve the City of Dallas employees in a comfortable workplace.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input checked="" type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		PER					-	\$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	\$ 0.00	%		

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

Nina Arias

Nina Arias (Aug 7, 2024 07:42 CDT)

By Department Director

Aug 7, 2024

Date

Stephen T. Freeland (Aug 22, 2024 10:11 CDT)

Approved as to Form by City Attorney

Aug 22, 2024

Date

Kimberly Dancer-Tolbert (Aug 7, 2024 12:07 CDT)

By City Manager

Aug 7, 2024

Date

 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>	
	ADMINISTRATIVE ACTION 246100 EFFECTIVE DATE Jul 24, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	VAN ENTER STUDIO LTD					Supplier No.	VS0000022723	
Subject:	Conservation 1936 Madelyn Miller bronze doors on the old Museum of Fine Art Building, Fair Park							
Lead Dept:	Office of Arts & Culture							
Action Requested:	Authorization is requested for Supplemental Agreement No. 2 to extend the contract with Van Enter Studio, LLC from an end date of Aug. 31, 2024 to August 31, 2025 for the conservation of the Conservation of the Miller Bronze doors with Plastic and fine art iconography on the old Museum of Fine Art building in Fair Park. No additional costs.							
	Contract Number:	OCA-2023-00021178		Contract Term:	2/15/2023	to	8/31/2025	
Background:	Conservation and repair is needed for 1936 Miller bronze doors. They are in poor condition. The bronze doors face full west and have no remnants of the traditional protective wax topcoat. The patina is in danger. MVE's proposals were the most advantageous. Administrative Action 23-5431 dated 2/9/2023 authorized the original contract for \$22,800.00 from 2/15/2023 to 12/31/2023. Supplemental Agreement 1, authorized by Administrative Action 24-5503 dated 2/28/2024 extended the contract date through August 31, 2024.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input checked="" type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	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	
	2	23-5431	2/9/2023	\$22,800.00	0	\$22,800.00	0%	

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

MPH
Martine Phillips (Jul 24, 2024 14:48 CDT)

By Department Director

Jul 24, 2024

Date

Hannah Peacock
Hannah Peacock (Jul 30, 2024 15:20 CDT)

Approved as to Form by City Attorney

Jul 30, 2024

Date

250R
By City Manager

Jul 24, 2024

Date

 City of Dallas	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1> <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>		ADMINISTRATIVE ACTION 246101 EFFECTIVE DATE Jul 24, 2024
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1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	VAN ENTER STUDIO LTD				Supplier No.	VS0000022723		
Subject:	Conservation 1936 Dorothy Austin bronze doors on the old Museum of Fine Art Building, Fair Park							
Lead Dept:	Office of Arts & Culture							
Action Requested:	Authorization is requested for Supplemental Agreement No. 2 to extend the contract with Van Enter Studio, LLC from an end date of Aug. 31, 2024 to August 31, 2025 for the conservation of the Austin Bronze doors with Texas native plant iconography on the old Museum of Fine Art building in Fair Park. No additional costs.							
	Contract Number:	OCA-2023-00021177		Contract Term:	2/15/2023	to	8/31/2025	
Background:	Conservation and repair is needed for 1936 Austin bronze doors. They are in poor condition and have a layer of paint on the surface of the bronze. Informal proposals were requested from the conservation community. MVE's proposals were the most advantageous. Administrative Action 23-5433 dated 2/9/2023 authorized the original contract for \$41,400.00 from 2/15/2023 to 12/31/2023. Supplemental Agreement 1, authorized by Administrative Action 24-5504 dated 12/13/2023 extended the contract date through August 31, 2024.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input checked="" type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	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	
	2	23-5433	2/9/2023	\$41,400.00	0	\$41,400.00	0%	

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

MHP
Martino Phillips (Jul 24, 2024 14:48 CDT)

By Department Director

Jul 24, 2024

Hannah Peacock
Hannah Peacock (Jul 30, 2024 15:27 CDT)

Jul 30, 2024

Date

Approved as to Form by City Attorney

Date

Jul 24, 2024

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

246102

EFFECTIVE DATE

Jul 26, 2024

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 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 No3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	VAN ENTER STUDIO LTD				Supplier No.	VS0000022723		
Subject:	Conservation 1936 Peacock and Fowl and Poultry Building, Fair Park							
Lead Dept:	Office of Arts & Culture							
Action Requested:	Authorization is requested for Supplemental Agreement No. 2 to extend the contract with Van Enter Studio, LLC from an end date of Aug. 31, 2024 to August 31, 2025 for the uncovering and conservation of the Peacock and Fowl mural in the Food and Fiber Complex at Fair Park. No additional costs.							
	Contract Number:	OCA-2023-00021174		Contract Term:	12/31/2023	to	8/31/2025	
Background:	Conservation and repair is needed for 1936 Peacock and Fowl mural in the Food and Fiber Complex. They are in urgent condition. Stabilization of a mural which has been covered. The mural is in the lunette of a barrel vault in the Food and Fiber complex. Due to a roof leak and subsequent water ingress into the supporting wall, the overpaint and the mural is now delaminating from the substrate wall in the barrel vault. 3+ informal proposals were requested from fine art conservators. MVE's proposals were the most advantageous. Administrative Action 23-5430 dated 2/9/2023 authorized the original contract for \$33k from 2/15/2023 to 12/31/2023. Supplemental Agreement 1, authorized by Administrative Action 24-5506 dated 2/28/2024 extended the contract date through August 31, 2024.							
HUB Check appropriate Box https://mycoa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input checked="" type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	Financing:						\$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	23-5430	2/9/2023	\$33,000.00	0	\$33,000.00	0%	

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


 Martine Philippe (Jul 25, 2024 09:54 CDT)

By Department Director

Jul 25, 2024

Date


 Hannah Peacock (Aug 26, 2024 13:55 CDT)

Approved as to Form by City Attorney

Aug 26, 2024

Date

By City Manager

Jul 26, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-06 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

246103

EFFECTIVE DATE

08/27/2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Harwood Swexan II (PACE Project Name)					Supplier No.	N/A		
Subject:	Authorize execution of Lender Contract, Owner Contract, and Notice of Contractual Assessment Lien for Harwood Hotel II PACE Project								
Lead Dept:	Office of Economic Development								
Action Requested:	Execute Lender Contract, Owner Contract, and Notice of Contractual Assessment Lien for the Harwood Swexan II Project pursuant to the City's Property Assessed Clean Energy (PACE) Program (as authorized by Resolution No. 16-0721 and amended by Resolution No.24-0148).								
	Contract Number:	ECO-2024-00025832		Contract Term:	08/26/2024		to	11/30/2049	
Background:	The Dallas PACE Program allows owners of commercial properties to obtain low-cost, long-term loans for energy-efficiency improvements. Property owners choose 3 rd party lending to finance qualified improvements using contractual assessments voluntarily imposed on the property by the owner. In exchange for funds provided by the lender for the improvements, the property owner requests that the City place an assessment secured with a senior lien on the property until the assessment is paid in full.								
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.								
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
							-		\$0.00
							-		\$0.00
							-		\$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	%		

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

W
By Department Director

8/27/24
Date

T. H. Burch
By City Manager

M. Burch
Approved as to Form by City Attorney

8/27/24
Date

S. Burch
Date

RECEIVED

246105

Memorandum

2024 SEP -5 PM 4:49

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025976 authorized by Administrative Action
24-6105

This is the first correction to Contract No. ECO-2024-00025976.

Contract No. ECO-2024-00025976 was authorized by AA 24-6105 on August 13, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Counseling Connection Dallas PLLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by November 2, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska
Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6105, and if applicable, previous correction memo(s)

ATT: Approved

Denied

Assistant City Attorney: Brady Flanery

Sep 5, 2024

Signature

Date

Brady Flanery

B 9/6/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>							ADMINISTRATIVE ACTION 240105 EFFECTIVE DATE Aug 29, 2024
	2024 AUG 29 PM 4:20 CITY SECRETARY DALLAS, TEXAS							
<p>1. Place an "X" in the appropriate box for the approval of:</p> <p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>								
<p>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</p>								
<p>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</p>								
<p>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/N/A</p>								
Supplier Name: https://mycpa.state.tx.us/tppasscm/blsearch/	COUNSELING CONNECTION DALLAS PLLC					Supplier No. VC32118		
Subject: Lead Dept:	Small Business Microgrants Program Office of Economic Development							
Action Requested:	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$5000 TO COUNSELING CONNECTION DALLAS PLLC TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT. Contract Number: ECO-2024-00025976 Contract Term: SEPTEMBER 3, 2024 to DECEMBER 2, 2024							
Background:	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
HUB Check appropriate Box https://mycpa.state.tx.us/tppasscm/blsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016	CX	- ECO-2024-00025976	5000
							-	\$0.00
							-	\$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	%

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



By Department Director

Aug 29, 2024




Aug 29, 2024

Date

Date

Approved as to Form by City Attorney

BF

Aug 29, 2024

Date

By City Manager

RECEIVED

246106

Memorandum

2024 SEP -5 PM 4:44

CITY SECRETARY
DALLAS, TEXAS



DATE September 4, 2024

CITY OF DALLAS

TO City Secretary

SUBJECT Correction to Contract No. ECO-2024-00025975 authorized by AA 24-6106

This is the first correction to Contract No. ECO-2024-00025975.

Contract No. ECO-2024-00025975 was authorized by AA 24-6106 on August 29, 2024, authorizing the disbursement of a grant in the amount of \$5,000 to Perpetual Motion Studios, LLC to be paid at the start and pursuant to contract.

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

Typo Financial/funding information Obvious error from CR context

Contract Section 5. C should read as follows:

Reporting Requirements. Documentation of expenditure shall include documentation showing what the expense was for, to whom it was paid, and when it was paid, (e.g. copies of cancelled checks, bank statements, credit card statements, copies of payroll, rent/inventory receipts, and/or vendor receipts) number of jobs created or retained, living wage data, and employee demographics. Documentation must be provided by November 2, 2024. Grantee may be subject to operational review and audit of the Grant Funds by the City and required to agree to submit requested documentation to the City as requested by the U.S. Department of Treasury as the federal awarding agency.

Department: Office of Economic Development

Director (or designee): Heather Lepeska

Signature

Sep 4, 2024

Date

Heather Lepeska

Print Name

Attachment for reference: AA 24-6106, and if applicable, previous correction memo(s)

ATT:

Approved

Denied

Assistant City Attorney:

Brady Flanery

Sep 5, 2024

Signature

Date

Brady Flanery

8/4/24

Printed Name

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>							ADMINISTRATIVE ACTION 246106 EFFECTIVE DATE Aug 29, 2024 CITY SECRETARY DALLAS, TEXAS
	1. Place an "X" in the appropriate box for the approval of:							
<p><input type="checkbox"/> a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.</p> <p><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%).</p> <p><input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.</p> <p><input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.</p> <p><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.</p>								
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 N/A								
Supplier Name:	PERPETUAL MOTION STUDIOS , LLC						Supplier No.	VC32993
Subject:	Small Business Microgrants Program							
Lead Dept:	Office of Economic Development							
Action Requested:	AUTHORIZE DISBURSEMENT OF A GRANT IN THE AMOUNT OF \$ 5000 TO PERPETUAL MOTION STUDIOS , LLC TO BE PAID AT TERM-START AND PURSUANT TO CONTRACT.							
	Contract Number:		ECO-2024-00025975	Contract Term:	SEPTEMBER 3, 2024	to	DECEMBER 2, 2024	
Background:	Authorized by the City Council under Resolution No. 24-0379, approved on February 28, 2024, with the use of funds approved by Resolution 24-0315 (Ordinance No. 32663).							
HUB Check appropriate Box https://mycpa.state.tx.us/tapasscm/blsearch/	<p><input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.</p> <p><input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.</p> <p><input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category.</p> <p><input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.</p>							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0A72	ECO	AR18	EC04	3016	CX	- ECO-2024-00025975	5000
							-	\$0.00
							-	\$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	%

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



By Department Director

Aug 29, 2024

Date



Approved as to Form by City Attorney

Aug 29, 2024

Date

By City Manager

Aug 29, 2024

Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1>		ADMINISTRATIVE ACTION 246107 EFFECTIVE DATE August 29, 2024					
	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 \$100000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements. <input checked="" 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: \$100,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$100,000 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 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 N/A								
Supplier Name:	CitySquare			Supplier No.				
Subject:	Supplemental Agreement #1 to the contract with CitySquare for the Landlord Subsidized Leasing Program							
Lead Dept:	Office of Homeless Solutions							
Action Requested:	Authorize Supplemental Agreement No. 1 to the contract with CitySquare for the Landlord Subsidized Leasing Program to extend the term date from October 1, 2024 to December 31, 2024 (for time extension only with no additional cost to the city).							
	Contract Number:	OHS-2023-00021522	Contract Term:	10/01/2023 to 12/31/2024				
Background:	On 9/27/23, City Council authorized one-year service contracts, with two one-year renewal options, with a term beginning on 10/1/23 and terminating on 9/30/24 with CitySquare to provide financial and supportive services for the A Way Home (AWH) program, a Landlord Subsidized Leasing program that provides Rapid Rehousing to help individuals exit homelessness and return to permanent housing, by Resolution No. 23-1340. Since the contract expires on September 30, 2024, CitySquare has requested a term extension.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblse/arch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	MGT	4311		3070		OHS-2023-00021522	\$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	
	SA 1	23-1340	10/01/2023	\$650,000.00	\$0.00	\$650,000.00	0%	

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

Christine Crossley
Christine Crossley [Aug 23, 2024 08:54 CDT]

By Department Director

Aug 23, 2024

Date

Lucy Huang
Lucy Huang [Aug 29, 2024 10:15 CDT]

Approved as to Form by City Attorney LH

Aug 29, 2024

Date

Alina Ciocan
Alina Ciocan [Aug 29, 2024 10:10 CDT]

By City Manager

Aug 29, 2024

Date

 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>	
	ADMINISTRATIVE ACTION 246108 EFFECTIVE DATE Aug 30, 2024	

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

a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
 d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	Presidio Networked Solutions Group LLC				Supplier No.	VS0000012547		
Subject:	Cisco XaaS Email Security							
Lead Dept:	Information & Technology Services							
Action Requested:	Authorize a six-month service agreement for the subscription of Cisco Security Email XaaS Software and Network Equipment pursuant to Texas Department of Information Resources Cooperative Agreement DIR-TSO-4167.							
	Contract Number:	DSV-2024-00025627		Contract Term:	8/21/2024	to	2/20/2025	
Background:	Cisco XaaS email security is a cloud-based email security solution that is used to protect City of Dallas from various email based threats such as spam, phishing attacks, malware, and other forms of malicious content that can compromise the security of email communications.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0198	DSV	1641		3110		CX DSV-2024-00025627	\$69,989.04
Financing:		Data Services Fund					TOTAL:	\$69,989.04
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.


 Brian Gardner (Jul 26, 2024 10:03 CDT)

By Department Director

Jul 26, 2024

Date


 Rory J. McAnelly (Aug 30, 2024 10:16 CDT)

Approved as to Form by City Attorney

RJM

Aug 30, 2024

Date



By City Manager

Aug 30, 2024

Date

 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>	
	ADMINISTRATIVE ACTION 246109 EFFECTIVE DATE Aug 23, 2024	

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

Supplier Name:	FRIDA N. LOZANO		Supplier No.	VS0000032876				
Subject:	Professional Service							
Lead Dept:	Office of Arts and Culture							
Action Requested:	Consultant shall present theatre and visual arts performances and workshops as directed by the Office of Arts and Culture. Through the various workshops, participants will develop confidence, communication skills, creativity, awareness and appreciation of one's own culture and appreciation of the rich diversity of the cultures of others. In theatre workshops, participants will work on their reading & comprehension skills, and integrate Latinx, Mexican or Mexican American literature. Visual arts workshops include visual art from Mexican and Pre-Hispanic cultures. Consultant's theatre performances will bring stories about historical characters, historical events, and cultural richness from Latinx cultures. Workshops and performances are for audiences of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.							
	Contract Number:	OCA-2024-00025592 (CR-00027040)	Contract Term:	10/1/2024	to	10/31/2025		
Background:	Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of \$7,000.00 . Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbl/search	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	OCA	4878	CA01	3089		MASC - OCA-2024-00025592	\$7,000.00
							-	\$0.00
Financing:							TOTAL:	\$7,000.00
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.

MP
Martine Philippe (Aug 22, 2024 10:09 CDT)

Aug 22, 2024

Hannah Peacock
Hannah Peacock (Aug 30, 2024 10:42 CDT)

Aug 30, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

MS

By City Manager

Date

Aug 23, 2024



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	
246110	
EFFECTIVE DATE	Aug 22, 2024

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

- a. Contracts of \$100000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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.

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Supplier Name:	The Black Academy of Arts and Letters, Inc.				Supplier No.	219248		
Subject:	Riverfront Jazz Festival Table Reservations for OAC							
Lead Dept:	Office of Arts & Culture							
Action Requested:	Authorization is requested to remit payment to The Black Academy of Arts and Letters for arena floor table reservations to the 2024 Riverfront Jazz Festival 8/30/2024 – 9/1/2024. Attached are the related invoices.							
	Contract Number:	OCA-2024-00025930		Contract Term:	8/28/2024	to	9/5/2024	
Background:	The Riverfront Jazz Festival began in 2004 to take place each Labor Day Weekend. Its goal is the promotion of local jazz musicians, nationally renowned acts, tourism and a family-friendly atmosphere. As a sponsor of the Riverfront Jazz Festival, and partner of The Black Academy of Arts and Letters, the Office of Arts & Culture traditionally purchases table reservations to the event.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	OCA	4888		3099		CX OCA-2024-00025930	\$6,900.00
	Financing: General Fund						TOTAL:	\$6,900.00
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.

 Martine Philippe (Aug 22, 2024 13:31 CDT)

By Department Director

Aug 22, 2024

 Hannah Peacock
Hannah Peacock (Aug 30, 2024 13:20 CDT)

Aug 30, 2024

Approved as to Form by City Attorney

Date



Aug 22, 2024

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

246111

EFFECTIVE DATE

Jul 30, 2024

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

- a. Contracts of \$100,000 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: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 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

CITY SECRETARY
DALLAS, TEXAS
RECEIVED
24 AUG 30 2024

Supplier Name:	Dallas County					Supplier No.	N/A	
Subject:	Sexual Assault kit Initiative-SAKI							
Lead Dept:	Dallas Police Department							
Action Requested:	To authorize a Memorandum of Understanding (MOU) with Dallas County to address the Dallas Police Department's Sexual Assault Kit Initiative to test previously untested rape kits and then investigate and ultimately prosecute the cases resulting from the testing of those rape kits. This project once again seeks to be funded via a grant.							
	Contract Number:	DPD-2024-00025520		Contract Term:	7/31/2024	to	7/30/2027	
Background:	The Sexual Assault Kit Initiative Task Force was created in 2015 and was designed to ensure the collaboration between multiple service providers with the goal of establishing an effective system to address the over 4000 untested rape kits collected by the DPD. This Task Force is a subset of the already existing Dallas County Sexual Assault Response Team (SART) which has been meeting regularly since 2009.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/lpasscmbl/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							- No Cost Consideration	\$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	%

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

By Department Director

Date

Dominique Arts (Jul 30, 2024 14:38 CDT)

Diana Gutknecht

Diana Gutknecht (Aug 30, 2024 13:38 CDT)

Aug 30, 2024

Approved as to Form by City Attorney

Date

Jul 30, 2024

Initiated: DMG – July 29, 2024

By City Manager

Date