



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170749
EFFECTIVE DATE
JAN 24 2017

INSTRUCTIONS

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

RECEIVED
 CITY SECRETARY
 OFFICE
 JAN 24 2 12 PM '17

VENDOR NAME	Phoenix I Restoration and Construction, Ltd.		
SUBJECT	Bachman Recreation Center Renovation	DEPARTMENT	Park and Recreation

ACTION REQUESTED

Authorize a decrease in the construction contract with Phoenix I Restoration and Construction, Ltd. in the amount of \$4,081.76; thereby decreasing the contract from \$610,339.44 to \$606,257.68.

Contract Term: 140 Calendar Days to 177 Calendar Days

BACKGROUND

This change order consists of the following items: additional labor for recessed joint required to address unforeseen condition below the windows of Weight Room 38 and Recreation Rooms 41, 42 and 43; additional time and labor to cut reglet required to address unforeseen condition below the windows of Weight Room 38 and Recreation Rooms 41, 42 and 43; credit for omitted sealant at exterior joints between wall system and foundation; credit for 1,155 square feet of metal roof deck that did not require replacement; remove one existing roof drain at Roof 'A' and repair hole where roof drain was removed, and provide and install one new roof drain at new location on Roof 'A'; and additional cost for custom color on exterior light fixtures.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE NUMBER	VENDOR NUMBER	AMOUNT
2T00	PKR	T013		4310	PK06T013	PKR16019547	VC*3594	(\$4,081.76)

PROGRAM/TASK: PK06T013 COMMODITY CODE: 91200 FINANCING: 2006 BOND

M/WBE INFORMATION – Prime and Subcontractors		CHANGE ORDER DATA	
Indicate amount to each group: African-American \$ _____ Hispanic \$ _____ Caucasian – Female \$ _____ Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____ M/WBE Certification No. _____		Change Order No. <u>2</u>	Original CR/AA No. <u>16-0807</u>
		Original CR/AA Date <u>5/25/16</u>	Original CR/AA Amt. <u>\$576,240.00</u>
		Total of Previous Change Orders	<u>\$34,099.44 / \$610,339.44</u>
		Change Amount Including this Order	<u>\$30,017.68 / \$606,257.68</u>
		Total Change Order Percentage	<u>5.20%</u>

R.J.W. 1/20/17 Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *Wanda ...* DATE 1-24-17

Louise ...
Assistant Director, Park and Recreation Dept.



ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170163
EFFECTIVE DATE
JAN 24 2017

INSTRUCTIONS

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

RECEIVED
 2017 FEB -2 PM 12:09
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	Henneberger Construction, Inc.		
SUBJECT	Elm Fork Shooting Sports - Fire Lane/ Fire Line	DEPARTMENT	Park and Recreation
ACTION REQUESTED	<p>Authorize an increase in the construction contract with Henneberger Construction, Inc. in the amount of \$2,495.50; thereby increasing the contract from \$315,917.78 to \$318,413.28.</p> <p style="text-align: right;">Contract Term: 141 Calendar Days to 141 Calendar Days</p>		

BACKGROUND
<p>This change order consists of the following items:</p> <p>Haul off concrete debris from excavation for storm sewer, Install concrete pad at relocated fire hydrant, paint fire lane striping on additional driveway.</p> <p>All changes are owner requested.</p>


FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE NUMBER	VENDOR NUMBER	AMOUNT
0641	PKR	8018		4599	PK6T046.10	PKR16019546	331939	\$2,495.50

PROGRAM/TASK: PK6T046.10 COMMODITY CODE: 91200 FINANCING: PARK BEAUTIFICATION

M/WBE INFORMATION – Prime and Subcontractors	CHANGE ORDER DATA
Indicate amount to each group: African-American \$ _____ Hispanic \$ _____ Caucasian – Female \$ _____ Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____ M/WBE Certification No. _____	Change Order No. <u>2</u> Original CR/AA No. <u>16-0979</u> Original CR/AA Date <u>6/15/16</u> Original CR/AA Amt. <u>\$267,512.00</u> Total of Previous Change Orders <u>\$48,405.78</u> Change Amount Including this Order <u>\$50,901.28</u> Total Change Order Percentage <u>19.03 %</u>

APPROVAL

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

BY DEPARTMENT DIRECTOR	DATE
 <u>Louise Glan</u> 1-23-17 Assistant Director, Park and Recreation Dept.	<u>1-24-17</u>



ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
<u>170164</u>
EFFECTIVE DATE
<u>JAN 24 2017</u>

INSTRUCTIONS

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

RECEIVED
 2017 FEB -2 PM 49
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	A S Con Inc.		
SUBJECT	Kidd Springs Park Horseshoe Culvert Repair	DEPARTMENT	Park and Recreation
ACTION REQUESTED	<p>Authorize an increase in the construction contract with A S Con Inc. in the amount of \$47,495.76; thereby increasing the contract from \$208,670.00 to \$256,165.76.</p> <p style="text-align: right;">Contract Term: <u>120 Working Days</u> to <u>145 Working Days</u></p>		

BACKGROUND

This change order consists of the following items:
 Addition of Confined Space Certification, equipment, & Explosion-Collapse-Underground (XCU) insurance for work in the culvert required by Risk Management. Reinforced concrete retaining wall to replace the natural limestone walls that were determined to be highly fractured and unstable after the failed section of the culvert arch roof was removed. Deduction of the original designed structural steel plate arch that could not be used due to the condition of the limestone in the area. Addition of a revised structural steel plate arch to be attached to the retaining wall. Additional soil fill over the arch to replace the upper portion of the unstable limestone removed for the construction.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE NUMBER	VENDOR NUMBER	AMOUNT
BT00	PKR	T194		4599	PK06T194.4	PKR15019522	261853	\$47,495.76

PROGRAM/TASK: PK06T194.4 COMMODITY CODE: 91200 FINANCING: 2006 Bond

M/WBE INFORMATION – Prime and Subcontractors	CHANGE ORDER DATA
Indicate amount to each group: African-American \$ _____ Hispanic \$ _____ Caucasian – Female \$ _____ Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____ M/WBE Certification No. _____	Change Order No. <u>1</u> Original CR/AA No. <u>15-1952</u> Original CR/AA Date <u>10/28/15</u> Original CR/AA Amt. <u>\$208,670.00</u> Total of Previous Change Orders <u>\$0.00</u> Change Amount Including this Order <u>\$47,495.76</u> Total Change Order Percentage <u>22.76 %</u>

APPROVAL

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

BY DEPARTMENT DIRECTOR	<i>[Signature]</i>	DATE	<u>1.24.17</u>
<u>Louise Elam</u>	<u>1.24.17</u>		
Assistant Director, Park and Recreation Dept.			



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170165
EFFECTIVE DATE
JAN 06 2017

INSTRUCTIONS

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

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 JAN 06 2017 2 PM 10:30

VENDOR NAME	MART Inc.		
SUBJECT	SINGING HILLS RECREATION CENTER REPLACEMENT PROJECT	DEPARTMENT	Park and Recreation

ACTION REQUESTED

Authorize an increase in the construction contract with MART Inc., in the amount of \$37,974.15; thereby increasing the contract from \$4,470,000.00 to \$4,507,974.15.

Contract Term: 270 Working Days to 270 Working Days

BACKGROUND

This change order consists of the following items:

- Provide and install two (2) Water Meters (Domestic Water and Irrigation Water)
- Provide and install a Detector Check Valve for the Fire Sprinkler line.
- Provide and install a 4'-6" x 6'-0" Concrete Vault lid to cover existing D.C. Valve. Lid shall meet City of Dallas Requirements.
- Provide and install a kitchen hood and exhaust system consisting of Ansul R-102 Fire Suppression System.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE NUMBER	VENDOR NUMBER	AMOUNT
9T00	PKR	T281		4310	PK06T281	PKR16019552	500027	\$37,974.15

PROGRAM/TASK: PK06T281 COMMODITY CODE: 91200 FINANCING: 2006 BOND

M/WBE INFORMATION – Prime and Subcontractors		CHANGE ORDER DATA	
Indicate amount to each group:		Change Order No. <u>1</u>	Original CR/AA No. <u>16-1068</u>
African-American \$ _____	Hispanic \$ _____	Original CR/AA Date <u>6/22/16</u>	Original CR/AA Amt. <u>\$4,470,000.00</u>
Caucasian – Female \$ _____		Total of Previous Change Orders	<u>\$0/\$4,470,000.00</u>
Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____		Change Amount Including this Order	<u>\$37,974.15/\$4,507,974.15</u>
M/WBE Certification No. _____		Total Change Order Percentage	<u>0.85%</u>

APPROVAL

R. J. W. 12/21/16 Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *Winnie Weimer* DATE 1-06-17

U.E. Sanchez Jr. 12/23/16
 Assistant Director, Park and Recreation Dept.



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

170166

EFFECTIVE DATE

JAN 31 2017

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB - 2 PM 3:30

INSTRUCTIONS

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

VENDOR NAME McCon Building & Petroleum Services, Inc.

CONTRACT Dallas Love Field Above Ground Fuel Storage Tank **DEPARTMENT** Equipment & Building Services

ACTION REQUESTED

Authorize Change Order No. 2 to the Building Construction Services Agreement with McCon Building & Petroleum Services, Inc. to add ninety (90) days to the Agreement and provide for changes to the fuel tank pad, electrical and communication wiring, IT network equipment, fuel monitoring equipment location, steel bollards, and pavement area for the above ground fuel storage tank located at the Dallas Love Field - SRE Maintenance Facility, 3387 Hawes Avenue, Dallas, TX 75235, an increase from \$336,674.25 to \$374,121.98, in an amount not to exceed \$37,447.73.

Contract Term: April 4, 2016 to February 28, 2017

BACKGROUND

This action will authorize McCon Building & Petroleum Services, Inc. to 1) add concrete, rebar, and electrical & communication wiring required for the increased fuel tank size, 2) add a patch panel, punch block, and extend communication cabling for IT infrastructure requirements, 3) relocate fuel monitoring equipment as required by the manufacturer for warranty coverage, 4) add twenty-one (21) painted steel bollards to surround the fuel tank as directed by the City Inspectors, 5) decrease pavement area for vehicle turn-around. An additional ninety (90) days will be added to the Agreement for these changes.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NUMBER (CT)	VENDOR NUMBER	AMOUNT
131	AVI	8748	AAIP	4111	AVSTNK	AVIMCN1015	513730	\$37,447.73
PROGRAM NO.: AVSTNK						COMMODITY CODE: 96200	FINANCING: Aviation Capital Construction Funds	

M/WBE INFORMATION

Place an in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No.	2	Original CR/AA No.	CR15-2083
Original CR/AA Date	11/10/15	Original CR/AA Amount	\$299,393.00
Total of Previous Change Orders			\$37,281.25
Change Amount Including this Order			\$74,728.98
Total Change Order Percentage	24.96%		

COORDINATION

BUDGET & MGMT SRVCS	CITY CONTROLLER	APPROVAL	
REVIEWED BY	REVIEWED BY	Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.	
DATE	DATE	BY DEPARTMENT DIRECTOR	DATE
			1/31/2017



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

170167

EFFECTIVE DATE

JAN 24 2017

INSTRUCTIONS

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

VENDOR NAME	Phoenix 1 Restoration and Construction , Ltd.		
SUBJECT	Sharrock Niblo Park Structure Restoration/Stabilization	DEPARTMENT	Park and Recreation
ACTION REQUESTED	<p>Authorize an increase in the construction contract with Phoenix 1 Restoration and Construction, Ltd in the amount of \$34,382.12; thereby increasing the contract from \$338,588.93 to \$372,971.05.</p> <p style="text-align: right;">Contract Term: Add 419 calendar days New term: 719 calendar days</p>		

BACKGROUND
<p>This change order consists of the following items: Furnish and install two new historically accurate doors and forged hinges at cabin, Modify original scheme of protective metal roofing design per Architect's directive on cellar and barn, add shake shingles to replace metal roofing panels at cabin, review and replace metal decking and fasteners on metal roofing and add gutters and downspouts not originally specified. Additionally, increase observation time of stone chimney and soil reaction to reconstruction activity and settling; reinforce as required. Add 419 calendar days to complete in 719 calendar days.</p> <p>All changes are owner requested.</p>


FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE	VENDOR	AMOUNT
1T00	PKR	T155		4310	PKGRADY	NUMBER PKR15019480	NUMBER VC*3594	
								\$34,382.12

PROGRAM/TASK: PKGRADY COMMODITY CODE: 91200 FINANCING: 2006 BOND

M/WBE INFORMATION – Prime and Subcontractors	CHANGE ORDER DATA
Indicate amount to each group: African-American \$ _____ Hispanic \$ _____ Caucasian – Female \$ _____ Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____ M/WBE Certification No. _____	Change Order No. <u>TWO</u> Original CR/AA No. <u>141977</u> Original CR/AA Date <u>11/12/14</u> Original CR/AA Amt. <u>\$298,600.00</u> Total of Previous Change Orders <u>\$39,988.93/\$338,588.93</u> Change Amount Including this Order <u>\$74,371.05/\$372,971.05</u> Total Change Order Percentage <u>24.91 %</u>

APPROVAL

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

BY DEPARTMENT DIRECTOR  DATE 1.24.17

Jamie Elam 1.24.17
Assistant Director, Park and Recreation Dept.



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

170168

EFFECTIVE DATE

CITY OF DALLAS

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

JAN 26 2017
2017 FEB -9 PM 3:56
RECEIVED
CITY SECRETARY
DALLAS TEXAS

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

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

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

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

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

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

Vendor Name:	HNTB Corporation		
Subject:	Program Management for Major Flood & Storm Drainage Projects	Department:	Trinity Watershed Management
Action Requested:	Authorize Supplemental Agreement #12 to the professional services contract with HNTB Corporation of the Program Management of major flood and storm drainage projects to extend the contract time from December 31, 2016 to December 31, 2017. This action does not increase the original contact amount.		
	Contract Term:	December 31, 2016 to December 31, 2017	

Background: This project was funded by the 2006 Bond Program and approved by City Council on June 13, 2007 by Resolution 07-1833. HNTB Corporation is currently under contract to provide Program Management of major flood and storm drainage projects in the 2006 and 20012 Bond Programs.

The purpose of this action is to extend the contract period until December 31, 2017 to allow for the engineering assistance with the ongoing Levee Safety Risk Assessment process on the City of Dallas Trinity River Levees.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00
Total								\$0.00

Project No.:	PB06T509	Commodity Code:	96148	Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
SA #12	07-1833	June 13, 2007	\$8,423,300.00	\$33,597,352.34	\$33,597,352.34	398.86%

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

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

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

By Department Director

1/25/17
DATE

Approved as to form by City Attorney
2/2/17
DATE

By Assistant City Manager

1/26/17
DATE



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

170169

EFFECTIVE DATE

FEB 16 2017

INSTRUCTIONS

1. Complete and submit this form for approval of changes to competitively bid contracts of \$50,000 or less.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 FEB 17 PM 12:19
 CITY OF DALLAS
 CLERK OF THE CITY

VENDOR NAME CORE Construction Services of Texas, Inc.

CONTRACT Fretz Park Branch Library Renovation & Addition

DEPARTMENT Equipment Building Services

ACTION REQUESTED

This Action will authorize Change Order No.9 to the construction contract with CORE Construction Services of Texas, Inc. for the Fretz Park Branch Library Renovation and Addition, increasing the contract by **\$38,846.00** from **\$4,705,190.93** to **\$4,744,036.93**, with additional 60 calendar days after approval.

Contract Term: 7/17/14 to 5/1/17

BACKGROUND

Change Order No. 9 will authorize the 1) installation of 2,275 Sq. Ft. decomposed granite, irrigation at east drive and back of service yard landscaping, 2) repair grout and prep existing masonry walls, apply 2-coats water resistant sealer on walls above low roof to stop water migration in to the building and 3) install metal stud wall to carry vertical load of window system at west wall.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NUMBER (CT)	VENDOR NUMBER	AMOUNT
2T42	PBW	T636	LIBF	4310	PB06T636	PBW06T63611	VS0000010088	\$38,846.00

PROGRAM NO.: PB06T636

COMMODITY CODE:

FINANCING: 2006 Bond Funds

M/WBE INFORMATION

Place an in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 9 Original CR/AA No. 14-0924
 Original CR/AA Date 6/11/14 Original CR/AA Amount \$4,343,564.00
 Total of Previous Change Orders \$361,627.13
 Change Amount Including this Order \$400,473.13
 Total Change Order Percentage 9.22%

COORDINATION

BUDGET & MGMT SRVCS

CITY CONTROLLER

REVIEWED BY

REVIEWED BY

APPROVAL

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

DATE

DATE

BY DEPARTMENT DIRECTOR

DATE

[Handwritten signatures and dates]
 DATE 2/16/2017



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170304
EFFECTIVE DATE
FEB 16 2017

INSTRUCTIONS

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

RECEIVED
 2017 FEB 17 PM 3:00
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME FNH Construction, LLC

CONTRACT Alley Reconstruction Group 12-2032 **DEPARTMENT** Mobility and Street Services

ACTION REQUESTED Authorize Change Order No. 1 to the construction contract with FNH Construction, LLC., for Alley Reconstruction Group 12-2032 in the amount of \$0.00. This action will not change the contract amount of \$2,032,634.00.

Contract Term: April 2015 to May 2017

BACKGROUND

During construction of the alley behind Misty Meadow Drive and Meadowchase Way, the contractor encountered a continuous flow of subsurface water which impacted the construction. In order to keep the subgrade area dry, the contractor installed a french drainage system below the subgrade to capture water and connected it to an existing inlet in the alley. Consequently, it is necessary to add french drain to the contract. This will require reducing the quantities of some existing items and adding a new item to the contract. All items needed for this change order are listed in the attachment.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NUMBER (CT)	VENDOR NUMBER	AMOUNT
3U22	PBW	S256	AREC	4510	PB12S256	PBW12S244G1	VS85962	\$7,425.00
2U22	STS	S292	AREC	4510	PB12S292	PBW12S244G1	VS85962	\$7,425.00
								Total \$0.00

PROGRAM NO.: PB12S256, PB12S292 COMMODITY CODE: FINANCING: 2012 BOND FUNDS

M/WBE INFORMATION

Place an X in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: WFDB46973Y1217

CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 15-0666
 Original CR/AA Date 04/08/2015 Original CR/AA Amount \$2,032,634.00

Total of Previous Change Orders 0
 Change Amount Including this Order \$0.00

Total Change Order Percentage 0.00%

COORDINATION

BUDGET & MGMT SRVCS	CITY CONTROLLER	
REVIEWED BY	REVIEWED BY	<u>GOYE</u> <u>TRACY</u> <u>APPROVAL MK</u>
DATE	DATE	Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code. BY DEPARTMENT DIRECTOR <u>[Signature]</u> DATE <u>2/16/17</u>



ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170305
EFFECTIVE DATE
FEB 16 2017

INSTRUCTIONS

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

RECEIVED
 FEB 17 PM 3:00
 CITY OF DALLAS
 TEXAS

VENDOR NAME	Texas Standard Construction, Ltd.		
CONTRACT	1. Polk Street – Ferndale Avenue to Clarendon Drive (PB06U764) 2. Polk Street – Illinois Avenue to Ferndale Avenue (PB06U765)	DEPARTMENT	Mobility and Street Services Department

ACTION REQUESTED
 Authorize Change Order Number 3 to the construction contract with Texas Standard Construction, Ltd. for Polk Street from Illinois Avenue to Clarendon Drive in the amount of \$39,730.00, increasing the contract amount from \$3,691,706.20 to \$3,731,436.20.
 Contract Term: 2/27/2013 to 2/15/2017

BACKGROUND
 On April 25, 2012, Resolution No. 12-1220 authorized a construction contract with Texas Standard Construction, Ltd. for Polk Street from Illinois Avenue to Clarendon Drive. This action will authorize Change Order No. 3 to the contract to provide additional water services from Lebanon Avenue to Nolte Drive due to DWU lowering the existing 8" waterline. Also, pavement marking was added to this contract. The contractor is instructed to construct these services. Consequently, the scope of this project is being modified by adding new items and increasing the quantities for some existing items in the contract. All items needed for this change order are listed in the attachment. Furthermore, additional days have been added to the contract due to conflicts of the proposed utilities with underground powerlines and delays in relocating franchise utilities.

FUNDING				ENCUMBRANCE		VENDOR		AMOUNT
FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	NUMBER (CT)	NUMBER	
0102	DWU	CW42		3221	712011	CT-PBW712011ENA	339573	\$39,730.00

PROGRAM NO.: _____ COMMODITY CODE: **91200** FINANCING: **WATER UTILITIES CAPITAL CONSTRUCTION FUNDS**

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. <u>3</u>	Original CR/AA No. <u>12-1220</u>
Original CR/AA Date <u>04/25/2012</u>	Original CR/AA Amount <u>\$3,499,441.50</u>
Total of Previous Change Orders	<u>\$192,264.70</u>
Change Amount Including this Order	<u>\$231,994.70</u>
Total Change Order Percentage	<u>6.63%</u>

COORDINATION		APPROVAL	
BUDGET & MGMT SRVCS	CITY CONTROLLER	 APPROVAL Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.	
REVIEWED BY	REVIEWED BY		
DATE	DATE	BY DEPARTMENT DIRECTOR	DATE <u>2/16/17</u>



ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170306
EFFECTIVE DATE
FEB 16 2017

INSTRUCTIONS

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

RECEIVED
 2017 FEB 17 PM 11:09
 CITY CLERK
 CITY OF DALLAS

VENDOR NAME: Chamberlin Dallas, LLC.	
CONTRACT Dallas Convention Center Exterior Waterproofing and Storm Water Drain Repair	DEPARTMENT Equipment and Building Services

ACTION REQUESTED
 Authorize an increase in the contract with Chamberlin Dallas, LLC. for the Exterior Waterproofing and Storm Drain Repair project, increasing the amount by \$10,880.00 from \$1,824,761.00 to \$1,835,641.00

Contract Term: 09-12-12 to 03-15-17

BACKGROUND
 This action will authorize Change Order No. 5 to the contract with Chamberlin Dallas, LLC. increasing the contractor's scope of work to include (1) the cost to add two new 3 ft. x 3 ft. Storm Drain junction boxes - \$7,070.00; (2) the cost to remove 30 LF of additional 8 inch concrete slab found beneath existing concrete slab which was not was not a part of the original scope of work - \$3,810.00 and extend the contract date to March 15, 2017.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NUMBER (CT)	VENDOR NUMBER	AMOUNT
0568	CCT	4722	CCIM	4310	PBC00038	PBWC00038S1	VS0000054209	\$10,880.00

PROGRAM NO.: **PBC00038** COMMODITY CODE: **91200** FINANCING: **2009 Convention Center Revenue Bonds**

M/WBE INFORMATION

Place an •X• in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 5 Original CR/AA No. 12-2266

Original CR/AA Date 09-12-12 Original CR/AA Amount \$1,695,565.00

Total of Previous Change Orders _____

Change Amount Including this Order \$140,076.00

Total Change Order Percentage 8.26 %

COORDINATION		APPROVAL	
BUDGET & MGMT SRVCS	CITY CONTROLLER	 Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.	
REVIEWED BY	REVIEWED BY		
DATE	DATE	BY DEPARTMENT DIRECTOR	DATE <u>2/16/2017</u>



ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

170307

EFFECTIVE DATE

FEB 17 2017

INSTRUCTIONS

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

RECEIVED
 2017 FEB 21 PM 3:25
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME APAC Texas, Inc., dba Oldcastle Pavement Solutions, LLC.

CONTRACT Street Resurfacing and Street Improvements for 2015 **DEPARTMENT** Mobility and Street Services

ACTION REQUESTED

Authorize Change Order No.2 to the 2015 Street Resurfacing and Street Improvements contract with APAC Texas, Inc., dba Oldcastle Pavement Solutions, LLC to add and subtract quantities/items for the new street segments to the contract. This action decreases the not to exceed contract amount of \$16,938,834.00 by \$5,441.13 to \$16,933,392.87.

Contract Term: April 2015 to September 2017

BACKGROUND

On April 8, 2015, the City Council awarded a contract, by Council Resolution No. 15-0663, to APAC Texas, Inc., dba Oldcastle Pavement Solutions, LLC, in the amount not to exceed \$13,558,266.48 for street resurfacing and other street improvements. On September 28, 2016, the City Council approved Change Order No. 1, by Council Resolution No. 16-1621, for \$3,380,567.52, increasing the not to exceed amount from \$13,558,266.48 to \$16,938,834.00. This Action will authorize Change Order #2 to include sixteen additional residential streets. The new streets are part of the 2012 Bond Program. This change order will add and reduce various quantities/items for the new street segments. Additional time is added to allow for the new streets to be completed. The revised completion date is September 30, 2017.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NUMBER (CT)	VENDOR NUMBER	AMOUNT (\$5,441.13)
See Attachment A								
PROGRAM NO.:						FINANCING:	2006 Bond Funds 2012 Bond Funds 2012 Bond Program (General Obligation Commercial Paper Funds)	

M/WBE INFORMATION

Place an •X• in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

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

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No.	<u>2</u>	Original CR/AA No.	<u>15-0663</u>
Original CR/AA Date	<u>4/08/2015</u>	Original CR/AA Amount	<u>\$13,558,266.48</u>
Total of Previous Change Orders	<u>\$3,380,567.52</u>		
Change Amount Including this Order	<u>\$3,375,126.39</u>		
Total Change Order Percentage	<u>24.89%</u>		

COORDINATION

BUDGET & MGMT SRVCS **CITY CONTROLLER**

REVIEWED BY REVIEWED BY

[Handwritten signatures]
APPROVAL

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

DATE DATE BY DEPARTMENT DIRECTOR

DATE

[Handwritten signature]

[Handwritten date]



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

170308

EFFECTIVE DATE

JAN 26 2017

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

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

RECEIVED
 FEB 22 PM 4:18
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Fargo Consultants, Inc.

Subject: Park Maintenance District 6 Service Center (Bekay) Department: Park and Recreation

Action Requested: Authorize a supplemental agreement with Fargo Consultants, Inc. in the amount of \$11,078.08 for construction materials testing services, thereby increasing the contract from \$2,896.00 to \$13,974.080.

Contract Term: N/A

Background: On February 21, 2013, Public Works solicited a Request for Proposals for Professional Engineering, Surveying, and Consulting Services BDZ1318. This proposal is from a qualified proposer of that process to conduct construction materials testing (or environmental testing) services. All changes are Owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
9T00	PKR	P763		4113	PKP763.1	PKR15019523	VS*40558	\$11,078.08

Project No.: See Program Commodity Code: 92500 Financing: 2006 BOND

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Change Order	Total Change Order Percentage
SA# 1	15-1723	9/22/2015	\$2,896.00	\$0.00	\$11,078.08	382.53%

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian Female	Other Minority	M/WBE Certification Number
\$	\$	\$	\$	\$	

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

By Department Director *Wm Wm* 1-24-17

Approved as to form by City Attorney *Christ Carner* 2-16-2017

By Assistant City Manager *[Signature]* 1-26-17

Original - City Secretary *Louise Glem* 1-24-17
Assistant Director, Park and Recreation Dept.

170309



CITY OF DALLAS

RECEIVED

2017 MAR -3 AM 11:16

Memorandum

CITY SECRETARY
DALLAS, TEXAS

DATE: March 03, 2017

TO: Rosa A. Rios, City Secretary

SUBJECT: Correction to Administrative Action No. 17-0309 dated 1/26/17

Administrative Action Funding Section should read as follows:

Fund 1T00, Department PKR, Unit ~~W162~~ **W150**, Object 4111
CT-PKR17019972, Commodity 92500, Vendor VS*40106,
Program # ~~PKW162~~ **PKW150**, Amount \$41,685.00

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA
Director
Park and Recreation

RAR
3/15/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

170309

EFFECTIVE DATE

JAN 26 2017

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

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

RECEIVED
 2017 FEB 23 AM 11:00
 CITY SECRETAR
 DALLAS, TEXAS

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

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

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

Yes No

Vendor Name: JBI Partners, Inc

Subject: Moss Glen Park

Department: Park and Recreation

Action Requested: Authorize a design contract with JBI Partners, Inc in the amount of \$41,685.00.

Contract Term: _____ To _____

Background: JBI Partners will develop construction documents for proposed park improvements to Moss Glen Park to include perimeter park trail with exercise stations, and accessible playground, and irrigated tree plantings. The Park Department issued an RFP to three short-listed firms using the 2006 Bond Program Consultant List. JBI Partners, Inc. was selected as the most qualified firm.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
1T00	PKR	W162		4111	PKW162	PKR17019972	VS*40106	\$41,685.00 <i>320</i>

Project No.: See Program Commodity Code: 92500 Financing: 2006 Bond

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

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
	\$ <i>8</i>	\$	\$	\$	

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

Winnie Winnie

1-24-17

By Department Director

DATE

Christine Turner

Approved as to form by City Attorney

DATE

1/24/17

[Signature]

By Assistant City Manager

1-26-17
DATE

Original - City Secretary

Louise Thom 1-24-17
Assistant Director, Park and Recreation Dept.

REV 09/2012



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

170310

EFFECTIVE DATE

JAN 20 2017

CITY OF DALLAS

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

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

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

RECEIVED
 CITY SECRETARY
 2017 FEB 27 PM 3:03

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

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

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

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

Vendor Name: HDR Engineering, Inc.

Subject: Erosion Control Group 10 **Department:** Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement #1 to the professional services contract with HDR Engineering, Inc. in the amount of \$7,900.00 for additional engineering services associated with Erosion Control Group 10, increasing the contract from \$182,067.17 to \$189,967.17.

Contract Term: December 2016 To March 2017

Background: During the design of the gabion wall improvements at 2709 Blackstone, it was determined the property owner added additional living space to the primary residence and the gabion wall structure required revision to account for this structure. This revision requires additional survey and global stability analysis of the proposed new location of the gabion wall. Two additional easements for the project and field notes for these easements were necessary.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	3U23	TWM	S705	ERCT	4111	TW12S705A1	TWM12S705A1	181219	\$7,900.00
Funding:	Total								\$7,900.00

Project No.:	Commodity Code: 96148			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	16 - 0290	02/10/16	\$182,067.17	0.00	\$7,900.00	4.34%

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
<i>ma</i>	\$ <i>0</i>	\$ <i>0</i>	\$ <i>0</i>	\$ <i>0</i>	

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

[Signature]
 By Department Director

1/17/17
 DATE

[Signature]
 Approved as to form by City Attorney *5/3*
 DATE *1/2/17*

[Signature]
 By Assistant City Manager *1/20/17*
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

170311

EFFECTIVE DATE

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

2.27.17
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 28 AM 8:02
RECEIVED

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

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

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

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

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

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

Vendor Name: Sherry Nicole Emery

Subject: Benito Juarez base graffiti remediation Department: Office of Cultural Affairs

Action Requested: Authorization is requested procuring the services of Sherry Emery. The Conservator will visit the site to prepare a preliminary condition report and to confirm the appropriate procedures for conservation of the Juarez sculpture base. The Conservator will provide all equipment, materials and personnel to conserve and restore: For **Benito Juarez sculpture base**: The conservator will remove the graffiti and base paint, repaint the base and apply a sacrificial coating..The Conservator will follow standard safety practices in the execution of the work and has provided the City of Dallas with a certificate of liability insurance for coverage as required by the City of Dallas. The Conservator will provide a detailed condition report prior to commencement of the conservation and a detailed condition report upon completion, including photographic documentation. If, during services, Conservator finds additional conservation needs, the City shall be immediately notified and sent a proposal for any repairs required to meet safety standards before proceeding with repair or additional work.

Contract Term: To be completed by September 30, 2017

Background: Sherry Nicole Emery is an art historian and a trained conservator. Ms. Emery has over 15 years of experience in architectural history, historic preservation, architectural conservation, and project management. Her work includes assessment and conservation treatment of significant public art, National Historic Landmarks, National Register of Historic Places properties, and World Heritage Sites. Ms. Emery meets the Secretary of the Interior's Professional Qualification Standards. The fee for this service will not exceed \$1,300. Conservator understands that the City agrees to pay Conservator in one (1) payment of up to \$1,300 which can be invoiced upon the completed of the project within fifteen (15) working days from receipt of invoice approval of invoice by the Office of Aviation. This payment is for all costs associated with the Conservator's scope of work. The Conservator will submit an invoice with documentation of costs upon completion of the service on or after the date the remediation has been completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4804		3070		OCA4804v174	VS87168	\$1300

Project No.: Commodity Code: 91259 Financing: Current funds

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

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

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

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

By Department Director: DATE: 2/27/17

By Assistant City Manager:

Approved as to form by City Attorney: DATE: 2/27/17



ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
170312
EFFECTIVE DATE
FEB 13 2017

INSTRUCTIONS

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

RECEIVED
 FEB 28 AM 11:51
 CITY SECRETAR
 DALLAS, TEXA

VENDOR NAME	THOS. S. BYRNE, LTD.		
SUBJECT	BRISCOE CARPENTER LIVESTOCK CENTER	DEPARTMENT	Park and Recreation
ACTION REQUESTED	Authorize an increase in the construction contract with Thos. S. Byrne, Ltd. in the amount of \$46,296.00; thereby increasing the contract from \$10,582,367.00 to \$10,628,663.00. Contract Term: <u>334 Calendar Days</u> to <u>518 Calendar Days</u>		

BACKGROUND

This change order consists of the following items: Detailed information enclosed.
 1) PC#10_RFI #24 / changes to doors 117 & 117B; 2) PC#31r_RFI #85 / added structural elements at auditorium walls; 3) PC#32r_RFI #068 / added pier caps for pier relocation due to existing utility; 4) PC#37r_RFI #136r1 / demo & cap existing water line below transformer; 5) PC#41 / added reinforcing per clarification of detail13/S-402.
ALL CHANGE ORDER ITEMS ARE OWNER REQUESTED.
 Per an agreement signed by Thos. S. Byrne, Ltd. and the State Fair of Texas and per plans and specifications produced by Good, Fulton and Farrell Architects the following items scheduled separately and copy attached herewith, Thos. S. Byrne will: 1) PC#01r_provide miscellaneous site revisions; 2) PC#17r_PR#06_provide TAS revisions to auditorium; 3) PC#28-PR#07_miscellaneous revisions; 4) PC#30r-PR#08_miscellaneous revisions; 5) PC#34_revised light fixtures at south canopy; 6) #36_roofdrain tie-in to storm line; 7) PC#38r_demobilization & remobilization costs; 8) PC#39_paving replacement @SW corner of Cattle Barn No.1; 10) PC#42r_pilaster & anchor bolt conflict; 11) PC#43r_additional pilaster/pier cap & anchor bolt conflicts; 12) PC#48_conduit for future solar array; PC#49_added steel at second level slab; 13) PC#50_reinforcing steel at second level slab; 14) PC#51_credit for Tectum panels in Holding Area; 15) aluminum entrance door hardware revisions. Thos. S. Byrne, Ltd. has agreed to be reimbursed by the State Fair of Texas, for the addition of scope thus making the present contract with the City a zero cost change order.

FUND	DEPT	UNIT	ACTV	OBJ	P/T	ENCUMBRANCE NUMBER	VENDOR NUMBER	AMOUNT
2T00	PKR	T098		4310	PK06T098	PKR15019515	VS*42245	\$46,296.00

PROGRAM/TASK: PK06T098 COMMODITY CODE: 91200 FINANCING: 2006 BOND

M/WBE INFORMATION – Prime and Subcontractors	CHANGE ORDER DATA
Indicate amount to each group: African-American \$ _____ Hispanic \$ _____ Caucasian – Female \$ _____ Other Minority (Asian-Pacific, Asian-American, Native American) \$ _____ M/W BE Certification No. _____	Change Order No. <u>03</u> Original CR/AA No. <u>15-0954</u> Original CR/AA Date <u>05/27/15</u> Original CR/AA Amt. <u>\$10,509,788.00</u> Total of Previous Change Orders <u>\$72,579.00 / \$10,582,367.00</u> Change Amount Including this Order <u>\$118,875.00 / \$10,628,663.00</u> Total Change Order Percentage <u>1.1311%</u>

APPROVAL

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

BY DEPARTMENT DIRECTOR *Louise Elam* DATE 2-13-17

Louise Elam
 Assistant Director, Park and Recreation Dept.



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175390

EFFECTIVE DATE

NOV 10 2016

CITY SECRETARY
DALLAS, TEXAS

2017 FEB - 1

RECEIVED

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 5%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

REC'D
NOV 10 2016
BY
DALLAS CITY ATTORNEYS

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

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

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

Vendor Name: Nostalgic Habitats, LLC

Subject: Eco Dev Grant Agreement Department: Economic Development

Action Requested: Authorize an Economic Development Grant Agreement pursuant to Chapter 380 of the Texas Local Government Code and the City's Public Private Partnership Program to provide grant funding under the Southern Dallas Adaptive Reuse Grant Program and Program Statement approved by Council Resolution #151236 June 17, 2015 to Nostalgic Habitats, LLC

Contract Term: November 1, 2016 to November 1, 2017

Background: Adaptive Reuse is the practice of repurposing underutilized buildings to support better use as an alternative to demolition, vacancy or undesirable use. Nostalgic Habitats, LLC has invested \$850,000 to repurpose and restore this historic architectural treasure that had been vacant and for many years. The new property owners will use the grant for property improvements. The business will operate as an instructional art center and anticipates to hire up to 15 artists within the first five years of operation. This grant meets the eligibility and criteria of the program. Ongoing site visits for compliance.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0352	ECO	W142	PPPF	3016	-----	ECOW142A292	VC16253	\$30,000

Project No.: Commodity Code: 96258 Financing: PPF

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

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

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

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

By Department Director [Signature] DATE: 11/4/16

Approved as to form by City Attorney [Signature] DATE: 11/3/17

By Assistant City Manager [Signature] DATE: 11.10.16



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175391

EFFECTIVE DATE

1-26-17
CITY SECRETARY
RECEIVED
FEB - 1 PM 2:43

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

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

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

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

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

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

Vendor Name: RONE Engineering Services, LTD.

Subject: Professional asbestos environmental and non-asbestos environmental testing / consulting services
Department: Code Compliance Services

Action Requested: Authorize payment for RONE Engineering Services who provided testing for all asbestos abatements and demolitions.
CCS has \$7,680.00 invoices pending for payment with RONE Engineering Services. The Master Agreement, BDZ0903B was in place; however, the fund have been exhausted and time and the replacement MA BPZ1424 CCS is pending for executed contract.
Contract Term: 12/29/2016 - 2/28/2017

Background: Code Compliance Service demolished substandard and dangerous structures by obtaining a demolition order from Municipal Court. Once the order is signed, National Emission Standards for Hazardous Air Pollutants (NESHAP) requires that the City of Dallas test and abate any contaminated found in and on the structure.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	CCS	3041		3095		17CCS3041A200	089164	\$7,680.00


Project No.: _____ Commodity Code: _____ Financing: _____


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


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

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

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

 1/19/17
 By Department Director DATE

 1/31/17
 Approved as to form by City Attorney DATE

 1-26-17
 By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175392

EFFECTIVE DATE

FEB 1 2017

RECEIVED
CITY SECRETARY
DALLAS TEXAS
FEB -1 PM 4:50

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

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Garrett Group LLC

Subject: Professional Services Department: City Attorneys Office

Action Requested: Authorize a professional services contract with Garrett Group LLC to provide consulting and expert testimony services regarding depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. This contract shall not exceed \$48,000.00.

Contract Term: _____ To _____

Background: Garrett Group LLC is being retained to provide the City with consulting and expert testimony services regarding depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. Garrett Group LLC will be paid as provided in the contract and proposal letter dated January 19, 2017. This contract shall not exceed \$ 48,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0192	ORM	3890		3047		ATT389017D66		\$48,000.00

Project No.: _____ Commodity CodVS0000075271e: _____ Financing: _____

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

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

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

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

By Department Director _____ DATE 1-31-17
 Approved as to form by City Attorney _____ DATE 2/1/2017

By Assistant City Manager _____ DATE 2/1/17

BAIU



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175393

EFFECTIVE DATE

CITY OF DALLAS

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

FEB 1 2017

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

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB -1 PM 4:50
 CITY SECRETARY
 DALLAS, TEXAS

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

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

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

Yes No

Vendor Name: Resolve Utility Consulting PLLC

Subject: Professional Services Contract Department: City Attorney's Office

Action Requested: Authorize a professional services contract with Resolve Utility Consulting PLLC to provide consulting and expert testimony services regarding a review of depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. This contract shall not exceed \$45,000.00.

Contract Term: _____ To _____

Background: Resolve Utility Consulting PLLC is being retained to provide the City with consulting and expert testimony services regarding a review of depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. Resolve Utility Consulting PLLC will be paid as provided in the contract and proposal letter dated January 18, 2017. This contract shall not exceed \$ 45,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0192	ORM	3890		3047		ATT389017D67		\$45,000.00

Project No.: _____ Commodity CodVS0000075271e: _____ Financing: _____

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

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

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

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

By Department Director

1-31-17
DATE

Approved as to form by City Attorney

2/1/2017
DATE

By Assistant City Manager

2/1/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175394

EFFECTIVE DATE

Jan 31, 2017

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

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

RECEIVED
2017 FEB -2 PM 12:27
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: GTS Technology Solutions f/k/a ARC Government Solutions, Inc.

Subject: Purchase or Lease of PCs Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 6 to extend the term for master agreement BGZ0805 for the lease or purchase, of all forms of computers and computer related equipment and accessories.

Contract Term: 2/16/2017 To 3/31/2017

Background: In 2008, Council approved a master agreement for the lease or purchase, of all forms of computers and computer related equipment and accessories. This extension will allow for the continuation of the master agreement until 3/31/2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA-BGZ0805		\$0.00

Project No.: Commodity Code: Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	09-0453	2/11/2009	\$18,762,347.00	\$0.00	\$0.00	0%

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

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

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

William Finch
William Finch (Jan 18, 2017)

Jan 18, 2017

Don Knight
Don Knight (Jan 27, 2017)

Jan 27, 2017

By Department Director

DATE

Approved as to form by City Attorney

DATE

SR

Mark McDaniel
Mark McDaniel (Jan 31, 2017)

Jan 31, 2017

By Assistant City Manager

DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175395

EFFECTIVE DATE

1-12-2017 sp.

CITY OF DALLAS

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

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CITY SECRETARY
DALLAS, TEXAS

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

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Pallas Realty Advisors

Subject: ICI Rebates Department: Dallas Water Utilities

Action Requested: Approval of an Industrial, Commercial, Institutional (ICI) rebate application pursuant to Council Resolution No. 120530 adopted on 02/22/2013. Authorize payment of \$6,831 for replacement of toilets, showerheads, and aerators for the Stratford Hill I Apartments water conservation project.

Contract Term: N/A TO

Background: The ICI rebates are an extension of the ICI audits conducted by the City of Dallas to help high water-use customers identify opportunities to reduce their water consumption. Rebate amounts are the lesser of; half the cost of the purchase price of the equipment or \$1.00 per gallon per day saved. Maximum amount is \$100,000. This rebate is based on 6,831 gallons saved per day. Rebates for individual projects in excess of \$25,000 require Council approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0713	DWU	7138		3099	Conservation	CTDWU7138C1708	*77941	\$6,831

Project No.: Commodity Code: Financing

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

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

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

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

By Department Director DATE 1/12/17 Approved as to form by City Attorney DATE 1/19/17

By Assistant City Manager DATE 1-12-17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175396

EFFECTIVE DATE

1-12-2017 sp.

CITY OF DALLAS

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

2017 FEB -2 PM 3:31
CITY SECRETARY
DALLAS TEXAS
RECEIVED

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

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Pallas Realty Advisors

Subject: ICI Rebates Department: Dallas Water Utilities

Action Requested: Approval of an Industrial, Commercial, Institutional (ICI) rebate application pursuant to Council Resolution No. 120530 adopted on 02/22/2013. Authorize payment of \$2,116 for replacement of toilets, showerheads, and aerators for the Vizao @ Midtown Apartments water conservation project.

Contract Term: _N/A_ TO

Background: The ICI rebates are an extension of the ICI audits conducted by the City of Dallas to help high water-use customers identify opportunities to reduce their water consumption. Rebate amounts are the lesser of; half the cost of the purchase price of the equipment or \$1.00 per gallon per day saved. Maximum amount is \$100,000. This rebate is based on 2,116 gallons saved per day. Rebates for individual projects in excess of \$25,000 require Council approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	VENDOR	AMOUNT
0713	DWU	7138		3099	Conservation	CTDWU7138C1710 *77941	\$2,116

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

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

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

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

By Department Director DATE 1/12/17

By Assistant City Manager DATE 1-12-17

Approved as to form by City Attorney DATE 1/19/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175397

EFFECTIVE DATE

1.13.17

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

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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2017 FEB -2 PM 4:49
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: South Dallas/Fair Park InnerCity Community Development Cooperation

Subject: South Dallas Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay for services rendered by South Dallas/Fair Park InnerCity Community Development Cooperation to provide a series of artistic services related to as part of South Dallas/Fair Park InnerCity Community Development Cooperation's *Our Journey to 30* Anniversary Celebration at the South Dallas Cultural Center (SDCC). *Our Journey to 30* was a cultural convening of artist and civic/community leaders that examined the 30 year history of South Dallas/Fair Park InnerCity Community Development Cooperation.

Contract Term: November 5, 2016 To November 19, 2016

Background: Founded in 1986, ICDC is a community based nonprofit serving the needs of South Dallas/Fair Park neighborhoods for 30 years. The mission of ICDC is to create a stable, safe, and vibrant, South Dallas/Fair Park community by building partnerships that provide homeownership opportunities, economic development, community education, and advocacy.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4832		3089		OCA4832V046	VS266539	5,000

Project No.: Commodity Code: 96104 Financing: Current Funds

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

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

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

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

By Department Director 1/12/17 DATE Approved as to form by City Attorney 2/1/17 DATE

By Assistant City Manager 1-13-17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175398

EFFECTIVE DATE

1.13.17

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

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2017 FEB -2 PM 4:13
 CITY SECRETARY
 DALLAS TEXAS
 RECEIVED

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

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

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

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

Vendor Name: HOGAR de Dallas

Subject: Professional Services Department: OCA

Action Requested: Authorization is requested to pay for services of HOGAR de Dallas to research, plan, coordinate and execute the Annual Hispanic Ancestry Tribute at the Latino Cultural Center. The event will take place January 21, 2017 from 2-5 pm and recognizes members of a local Latino/a family whose contributions to the community have made a positive impact on the history and culture of Dallas' civic landscape. The following individuals submitted bids for this service: HOGAR de Dallas, Dallas Mexican American Historical League, and Viola Delgado. HOGAR de Dallas is the only vendor who can provide these services.

Contract Term: January 21, 2017 To January 21, 2017

Background: HOGAR de Dallas strives to stimulate interest in Hispanic genealogy, assisting in the research of Hispanic lineages and promoting an understanding of Hispanic heritage. The all-inclusive fee for this service will not exceed two thousand, five hundred dollars (\$2,500.00). Consultant understands that the City of Dallas will pay Consultant in one (1) payment upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V080	VS93167	\$2,500.00

Project No.: Commodity Code: 96207 Financing: Current Funds

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

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

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

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

By Department Director: [Signature] DATE: 1/11/17

Approved as to form by City Attorney: [Signature] DATE: 2-2-17

By Assistant City Manager: [Signature] DATE: 1-13-17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175399

EFFECTIVE DATE

FEB 1 2017

CITY OF DALLAS

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

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

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB -3 AM 11:01
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: Professional Law Enforcement Seminars

Subject: Training Department: Dallas Police Department

Action Requested: Authorize services with vendor for the Advancing the Hunt K9 Course for 7 Dallas Police Narcotics handler/dog teams.

Contract Term: _____ To _____

Background: The "Advancing the Hunt K9 Course" is a 3-day course which combines classroom training and hands on application of handler and canines designed to maximize the natural hunting ability of the canine to its fullest extent. The instructor, David Rivers, is a 2 year veteran with the Oklahoma City Police Department with over 23 years as a handler. He is currently an Instructor for the DEA, as well as a certifying official for multiple Canine associations in multiple states.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0412	DPD	6368		3364		PX2134AA17D26	VS93250	\$2,000.00

Project No.: _____ Commodity Code: 96364 Financing Confiscated funds

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

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

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

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

By Department Director David Rivers 1-25-17 DATE Approved as to form by City Attorney Don Knight 1/19/17 DATE

1-18-17 AS

By Assistant City Manager David Campbell 2/1/2017 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175400

CITY OF DALLAS

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

EFFECTIVE DATE

FEB 1 2017

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

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79⁹ of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB -3 AM 11:01
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Denali Construction Services

Subject: Teardown/repair Department: Dallas Police Department

Action Requested: Authorize services with Denali Construction Services for the teardown/repair of 2 exhaust fans in the Dallas Police Department's Crime lab located at 1400 S. Lamar St.

Contract Term: To

Background: The Dallas Police Department Crime Scene Unit is located on the fifth floor of Jack Evans Police Headquarters building. This unit uses various chemicals in the daily processing of crime scene evidence. To maintain safe air quality for all personnel, it is imperative that the fume hoods work to remove potentially harmful or toxic fumes from the lab. When the fume hoods do not work, we are unable to use the lab for chemical processing. The 4 motors, which are located on the roof directly about the crime lab, and the fan belts have been repaired numerous times since their initial installation with the building. Due to the age of the equipment, minor repairs are becoming more frequent and unless the motors are replaced, we run the risk of shutting down all chemical operations and potentially losing crime scene evidence

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DPD	2164		3110		PX2164AA17D22	VC0000008671	\$3,791.72

Project No.: Commodity Code: 92840 Financing: current funds

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

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

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

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

By Department Director: Daniel Pugh 1-25-17 DATE Approved as to form by City Attorney: Don Knight 1/19/17 DATE

By Assistant City Manager: Eric Campbell 2/1/2017 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175405

EFFECTIVE DATE

FEB 1 2017

CITY OF DALLAS

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

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

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

RECEIVED
 2017 FEB -3 AM 11:00
 CITY SECRETARY
 DISTRICT

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

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

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

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

Vendor Name: Intersection Media, LLC

Subject: Advertising Department: Dallas Police Department

Action Requested: Authorize services with Intersection Media LLC for advertising of Dallas Police recruiting efforts in Chicago January 23, 2017 – January 27, 2017.

Contract Term: _____ To _____

Background: Vendor will provide 4 weeks of displays with the Chicago Transit Authority to include displays on the backs of ten CTA Business District buses and on the interior car card of the 20 CTA Rails. These advertisements will help promote Dallas Police recruiting efforts and interviews in Chicago January 25, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DPD	2115		3320		PX2115AA17D24	VC15625	\$8,000.00

Project No.: _____ Commodity Code: 91553 Financing current funds

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

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

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

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

By Department Director David Rugh 1-25-17 DATE
 Approved as to form by City Attorney Don Knight 1/19/17 DATE

By Assistant City Manager David Campbell 2/1/2017 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175406

EFFECTIVE DATE ~

FEB 1 2017

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

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

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 2017 FEB -3 AM 11:00
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Garland Camera and Repair

Subject: Teardown/repair **Department:** Dallas Police Department

Action Requested: Authorize services with Garland Camera and Repair for the teardown/repair of digital cameras used in the daily operation of the Dallas Police Department's Crime Scene Response Unit.

Contract Term: _____ To _____

Background: Garland Camera and Repair is a distributor and repair facility of various cameras and are located locally in the Dallas metroplex. DPD Crime Scene Unit's use of cameras is vital to the crime scene location and gathering evidence for investigations. Repairs of equipment are unknown until the camera is taken to a repair facility where the camera can be taken apart to diagnose the problem.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DPD	2164		3110		PX2164AA17D23	159425	\$1,796.40
Funding:								

Project No.: _____ **Commodity Code:** 99876 **Financing:** current funds

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

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

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

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

David Pugh 1-26-17 *Don Knight* 1/19/17
 By Department Director DATE Approved as to form by City Attorney DATE
 1-18-17 AS
David Campbell 2/1/2017
 By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175407

EFFECTIVE DATE

FEB 1 2017

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MUNICIPAL AFFAIRS

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

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

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

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

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

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

Vendor Name: Regali, Inc. (266630)

Subject: Master Agreement price increase Department: Dallas Police Department

Action Requested: Price increase from manufacturer of master agreement BRZ1019 effective 1/1/17 under the same terms and conditions to enable Dallas Police Department the ability to purchase uniforms.
Contract Term: 01/01/2017 To 10/23/2017

Background: On August October 13, 2010, Dallas City Council authorized a three year term master agreement with Regali, Inc. (266630) for the purchase of police and public safety uniforms in the amount of \$5,953,452.75 by Resolution #10-2561 resulting from solicitation #BRZ1019. The attached Bid Tabulation reflects the increase in pricing effective 01/01/2017, and it will allow the continuation of this master agreement at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	DPD					BRZ1019	266630	\$0

Project No.: BRZ1019 Commodity Code: 20085 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	10-2561	10/13/2010	\$5,953,452.75	\$0	\$0	\$0

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

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

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

Daniel Pugh
By Department Director
1-18-17 AS
DATE: 1-25-17

Don Knight
Approved as to form by City Attorney
DATE: 1/19/17

Ed Campbell
By Assistant City Manager

2/1/2017
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175408

EFFECTIVE DATE

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

2.3.17

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

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

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DALLAS, TEXAS

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

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

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

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

Vendor Name: Michael Van Enter, Van Enter Studios, Ltd. *OCA 89*

Subject: Storage of Sculpture Subject: Sculpture Conservation supplemental agreement

Action Requested: Authorization is requested to supplement the agreement to procure the storage services of Michael Van Enter, Van Enter Studios Ltd. Song for My Father was removed in early 2016 because of the initiation of road construction at the Lamar/McKinney overpass of Woodall Rogers. This removal was necessary to protect the artwork. The artist, Cork Marcheschi, has knowledge of the removal with expectation that the piece will be reinstalled upon completion of this TXDOT road construction. The TXDOT Construction timeline has extended requiring van Enter Studios to store the artwork. There is no firm date for completion of the roadway. We need to extend the contract to include the storage fees brought about by the increased construction timeline.

Contract Term: *OCA 89* Extend through December 31, 2017

Background: Michael Van Enter, Van Enter Studios Ltd. has restored and conserved many pieces in the Public Art Collection. The fee for this service will not exceed \$5250. Conservator understands that the City agrees to pay Conservator in two (2) payment of up to \$5250 within fifteen (15) working days from receipt of invoice approval of invoice by the Office of Cultural Affairs. This payment is for all costs associated with the Conservator's scope of work for the storage of the sculpture. The Conservator will submit an invoice with documentation of costs upon completion of the service on or after the date, the relocation has been completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4804		3070		OCA4804U373-1	Vs0000022723	\$5,250

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
	157181-157187	11/18/15	\$6,500		\$5,250 (total \$11,500)	45%

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

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

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

Jennifer Scipio
By Department Director

Debra...
By Assistant City Manager

Paul...
Approved as to form by City Attorney
DATE: 1.23.17
DATE: 2/3/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175409

EFFECTIVE DATE

CITY OF DALLAS

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

1.13.17
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DALLAS, TEXAS
FEB -3 PM 4:38
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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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

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

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

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

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

Vendor Name: **HANS J. SCHNITZLER**

Subject: **Professional Services** Department: **OFFICE OF CULTURAL AFFAIRS**

Action Requested: Authorization is requested to procure the services of **HANS J. SCHNITZLER** to coordinate a gallery talk in connection with the art exhibition, "Nature at its Best," at the Bath House Cultural Center (BHCC) on January 28, 2017. In accordance with the City of Dallas Cultural Policy, Consultant will work under supervision of the Manager and the Gallery Coordinator of the BHCC, and will adhere to exhibition policies and center guidelines and procedures.

Contract Term: 1/28/17-1/28/17

Background: Hans J. Schintzler is an award-winning artist who has exhibited in multiple national and international exhibitions, including shows in Germany, Austria, Russia, and the United States. He also co-authored the book First-Exposure and has organized a number of gallery shows in many art venues. The fee for this service will not exceed \$200.00. Consultant understands that the City of Dallas will pay for services as follows: One payment of \$200.00, in accordance with the terms and schedule of the Consultant's Cultural Services Scope of Work. A Contract for Cultural Services, a Cultural Services Scope of Work, and a bio are attached

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4833		3089		OCA4833V069	VS93373	\$200.00

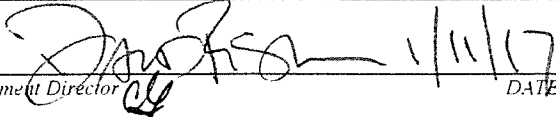
Project No.: Commodity Code: **96207** Financing: **Current Funds**

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


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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
\$				\$	

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

By Department Director  DATE 1/11/17

Approved as to form by City Attorney  DATE 2/1/17

By Assistant City Manager  DATE 1-13-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175410

EFFECTIVE DATE

FEB 6 2017

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

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

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 2017 FEB -6 PM 12:04
 CITY SECRETARY
 DALLAS, TEXAS

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

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

Vendor Name: McKool Smith PC

Subject: Professional Services Contract Department: City Attorney's Office

Action Requested: Authorize a professional services contract with McKool Smith PC to provide legal services on behalf of Jennifer Staubach Gates, Erik Wilson, Philip T. Kingston, and Scott Griggs with regard to the Dallas Police and Fire Pension System. This contract shall not exceed \$50,000.00.

Contract Term: _____ To _____

Background: McKool Smith PC is being retained to provide legal services on behalf of Jennifer Staubach Gates, Erik Wilson, Philip T. Kingston, and Scott Griggs with regard to the Dallas Police and Fire Pension System. McKool Smith PC will be paid as provided in the contract and proposal letter dated February 6, 2017. This contract shall not exceed \$50,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	BMS	1991		3033				\$50,000.00

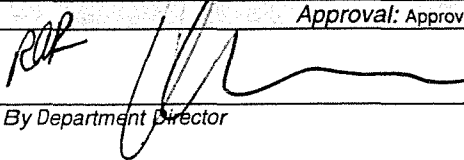
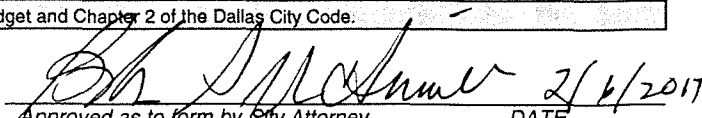
Project No.: _____ Commodity CodVS0000075271e: _____ Financing: _____


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

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

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

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


2-6-17
DATE

2/6/2017
DATE


2/6/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175411

EFFECTIVE DATE

2/1/2017 BPR

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

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

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 2017 FEB - 6 PM
 CITY SECRETARY
 DALLAS, TX

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

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

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

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

IHEART Taser International, Inc,

Subject: Body-worn camera system **Department:** Dallas Police Department

Action Requested: Authorize supplemental agreement # 2 to the contract for the maintenance and support services for the body worn camera system.

Contract Term: NA BDX

Background: On May 25, 2015 City Council authorized a five year service contract for the body worn camera system by Resolution 15-1002; and on March 23, 2016 City Council authorized Supplemental Agreement #1 to increase the service contract. This Supplemental Agreement #2 is to correct the amount deposited by Taser into the escrow account.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
							517440	\$0



Project No.: **Commodity Code:** 91514 **Financing:** Current funds

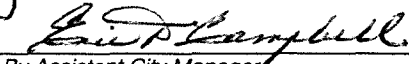
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	15-1002	5/27/15	\$2,912,536	\$783,216	\$3,591,757	23.3%

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

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

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

 1-25-17  2/3/2017
 By Department Director DATE Approved as to form by City Attorney DATE

 3/1/2017
 By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175412

EFFECTIVE DATE

FEB 1 2017

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

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

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 FEB - 6 PM 11
 CITY SECRETARY
 DALLAS, TEX

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

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

IHEART Taser International, Inc,

Subject: Body-worn camera system **Department:** Dallas Police Department

Action Requested: Authorize supplemental agreement # 2 to the acquisition contract for the turnkey fully hosted body worn camera system.

Contract Term: *24 months*

Background: On May 25, 2015 City Council authorized a five year service contract for the body worn camera system by Resolution 15-1002; and on March 23, 2016 City Council authorized Supplemental Agreement #1 to increase the acquisition contract. This Supplemental Agreement #2 is to provide for a 24-month warranty on viewer devices.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.:	Commodity Code:			Financing:		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	15-1002	5/27/15	\$825,034.00	\$119,788.00	\$944,822.00	14.5%

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

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

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

David R. Pfeiffer 1-25-17 *Shirley M. McNeill* 2/3/17
 By Department Director DATE Approved as to form by City Attorney DATE

Eric D. Campbell 2/1/2017
 By Assistant City Manager DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175413

EFFECTIVE DATE

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

FEB 1 2017

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

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

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

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

Vendor Name: Accento, The Language Company (504178)

Subject: On-Site Interpreters & Written Translation **Department:** Business Development & Procurement Services

Action Requested: Authorize the extension of Service Contract BX1309 until 06/21/2018.

Contract Term: 01/22/2017 To 06/21/2018

Background: On January 22, 2014 Council authorized a service contract with Accento, The Language Company (504178) for a term of three years for written, verbal and American sign language services. This service contract resulting from Solicitation BX1309 will provide service for licensed and/or certified verbal language interpretation for various City departments including Judiciary. Chapter 57 of the Texas Government Code requires courts to pay for an interpreter for all persons who do not understand or speak the English language. Approximately one third of the defendants who appear before the Dallas Municipal Courts, are non-English speaking defendants and require translation services. This extension will allow for the continuation of services with Accento, The Language Company under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BX1309	504178	\$0.00
Funding:								

Project No.: BX1309	Commodity Code: 96146	Financing: Current Funds
Change Order No. 1	Original CR/AA No. 14-0175	Original CR/AA Date: 01/22/2014
Original CR/AA Amount: \$276,067.50	Total Previous Change Orders: 0	Change Amount Including this Order: \$0.00
		Total Change Order Percentage: 0

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

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

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

RAP SE

By Department Director: [Signature] DATE: 1/31/17

Approved as to form by City Attorney: [Signature] DATE: 2/6/2017

By Assistant City Manager: [Signature] DATE: 2/1/17



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175414
EFFECTIVE DATE

FEB 1 2017

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

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

2017 FEB -6 P 11:53:11
 CITY SECRETARY
 PALLAVI
 RECEIVED

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

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

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

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

Vendor Name: LanguageUSA (517994)

Subject: On-Site Interpreters & Written Translation Department: Business Development & Procurement Services

Action Requested: Authorize the extension of Service Contract BX1309 until 06/21/2018.

Contract Term: 01/22/2017 To 06/21/2018

Background: On January 22, 2014 Council authorized a service contract with LanguageUSA (517994) for a term of three years for written, verbal and American sign language services. This service contract resulting from Solicitation BX1309 will provide service for written translation for various City departments including Judiciary. Chapter 57 of the Texas Government Code requires courts to pay for an interpreter for all persons who do not understand or speak the English language. Approximately one third of the defendants who appear before the Dallas Municipal Courts, are non-English speaking defendants and require translation services. This extension will allow for the continuation of services with LanguageUSA under the same terms and conditions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:		POM					BX1309	517994	\$0.00

Project No.:	BX1309	Commodity Code:	96175	Financing:	Current Funds	
Change Order No.:	Original CR/AA No.:	Original CR/AA Date:	Original CR/AA Amount:	Total Previous Change Orders:	Change Amount Including this Order:	Total Change Order Percentage:
1	14-0175	01/22/2014	\$13,465.20	0	\$0.00	0

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

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

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

By Department Director

 1/31/17
 DATE

 Approved as to form by City Attorney

 2/6/2017
 DATE

By Assistant City Manager

2/1/17
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175415
EFFECTIVE DATE

FEB 6 2017

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

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

2017 FEB -6 PM 3:15
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

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

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

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

Vendor Name: Mounce, Green, Myers, Safi, Paxson & Galatzan

Subject: Professional Services Contract Department: City Attorney's Office

Action Requested: Authorize a professional services contract with Mounce, Green, Myers, Safi, Paxson & Galatzan to provide professional legal services in reference to the 2017 Dallas Area Rate Review filing of the Atmos Energy Corporation-Mid Tex Division. This contract shall not exceed \$35,000.00.

Contract Term: WIA SD To
WIA SD

Background: Mounce, Green, Myers, Safi, Paxson & Galatzan is being retained to provide professional legal services in reference to the 2017 Dallas Area Rate Review filing of the Atmos Energy Corporation-Mid Tex Division. Mounce, Green, Myers, Safi, Paxson & Galatzan will be paid as provided in the contract and proposal letter dated January 25, 2017. This contract shall not exceed \$ 35,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0192	ORM	3890		3033		ATT389017	513285	\$35,000.00

Project No.: Commodity CodVS0000075271e: Financing

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

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

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

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

By Department Director

2-2-17
DATE

Approved as to form by City Attorney DATE 2/6/2017

By Assistant City Manager DATE 2/6/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175416

EFFECTIVE DATE

FEB 6 2017

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20 FEB -6 PM 3:15

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

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

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

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

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

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

Vendor Name: The Lawton Law Firm, P.C.

Subject: Professional Services Contract Department: City Attorney's Office

Action Requested: Authorize a professional services contract with The Lawton Law Firm, P.C. to provide consulting and expert testimony services on the cost of capital, capital structure, and responsive testimony regarding depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. This contract shall not exceed \$32,000.00.

Contract Term: NA 82 To NA 52

Background: The Lawton Law Firm, P.C. is being retained to provide consulting and expert testimony services on the cost of capital, capital structure, and responsive testimony regarding depreciation issues in the application of Atmos Pipeline Texas GUD No. 10580. The Lawton Law Firm, P.C. will be paid as provided in the contract and proposal letter dated January 20, 2017. This contract shall not exceed \$32,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0192	ORM	3890		3048		ATT389017D68	VS0000059296	\$32,000.00

Project No.: Commodity CodVS0000075271e: Financing

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

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

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

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

[Signature]
By Department Director DATE 2-2-17

[Signature]
Approved as to form by City Attorney DATE 2-6-2017

[Signature]
By Assistant City Manager DATE 2/6/17

[Handwritten mark]



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175417

EFFECTIVE DATE

JAN 03 2017

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

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

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 2017 FEB -6 PM 2:25
 CITY SECRETARY
 BALLAS, TEXAS

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

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

Vendor Name: Criado & Associates, Inc.

Subject: Streetscape Group 06-3011 – Griffin Street from Young Street to Elm Street (PB06U738) – SA #2

Department: Mobility and Street Services Department

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with Criado & Associates, Inc. to revise the design for electrical console to Browder Street Mall in the amount of \$15,250.00. This action will increase the contract amount from \$516,096.00 to \$531,346.00.

Contract Term: 11/16 To ~~1/17~~ 3-31-17 *out*

Background: The new electrical console was added to fulfill the current electrical code requirements. The upgrade of the electrical console is necessary for supplying power to five food trucks at Browder Street Mall in accordance with the current National Electrical Code. The service line from the existing Oncor medium tension manhole will be removed, replaced and upsized in order to be capable of meeting future electrical loads/expansions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
4T22	STS	U738	SSUD	4111	PB06U738	PBW06U738F2	VS89559	\$15,250.00

Project No.: PB06U738 Commodity Code: Financing: 2006 Bond Program (General Obligation Commercial Paper Funds)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	10-0875	April 14, 2010	\$466,221.00	\$49,875.00	\$65,125.00	13.97%

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

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

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

By Department Director: *[Signature]* DATE: 12/23/16

Approved as to form by City Attorney: *[Signature]* DATE: 1-17-17

By Assistant City Manager: *[Signature]* DATE: 1/3/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175418

EFFECTIVE DATE

JAN 31 2017

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

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

2017 FEB -6 PM
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 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: SuperCircuits, Inc.

Subject: Bait Car System Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 2 to add equipment to the contract for the City's bait car system.

Contract Term: 1/1/2017 to 6/9/2018

Background: Council approved the acquisition and implementation of a bait car system for the Dallas Police Department (DPD) in 2013. This change order will provide additional equipment needed to outfit specialized bait cars for the DPD's Vice Unit.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
F445	DPD	1390		3099		DSV17BAITCAR	387965	\$10,218.22
TOTAL:								\$10,218.22

Project No: NA Commodity Code: 05512 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0801	5/22/2013	\$1,474,128.00	\$0.00	\$10,218.22	0.69%

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

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

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

January 13, 2017

February 03, 2017

By Department Director

Approved as to form by City Attorney

DATE

By Assistant City Manager

January 31, 2017

DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175419

EFFECTIVE DATE

JAN 26 2017

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

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

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

RECEIVED
 2017 FEB -6 PM 1:05
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: **Simmons Design Associates**
 Subject: **Marketing Plan** Department: **Park and Recreation**

Action Requested: Authorize a supplemental agreement with Simmons Design Associates in the amount of \$2,850, thereby increasing the contract from \$47,000 to \$49,850.

Contract Term: NA To NA

Background: Final supplement to consultant for additional marketing plan/implementation/design services. The services in this supplement include development and delivery of a new department seal with CAPRA logo.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	PKR	5168		3320	N/A	PKRCT15F007	333559	\$2,850.00

Project No.: See Program Commodity Code: 90735 Financing: CURRENT

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
SA#2	15-5712	3/27/2015	22,000	25,000	27,850	126%

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

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

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

[Signature]
 By Department Director DATE 1-24-17

[Signature]
 Approved as to form by City Attorney DATE 2-3-2017

[Signature]
 By Assistant City Manager DATE 1-26-17

[Signature]
 Assistant Director, Park and Recreation Dept. DATE 1-23-17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175420

EFFECTIVE DATE

CITY OF DALLAS

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

FEB 3 2017

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

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

RECEIVED
 2017 FEB -7 AM 10:35
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Global ARFF Services aka Siddons Martin Emergency Group LLC

Subject: Invoice Payment & Service agreement Department: Dallas Fire-Rescue Department

Action Requested: Authorize (1) payment for invoice #16401218 in the amount of \$6,431.49 for repairing DFD emergency crash vehicle and (2) additional three (3) years of services for crash vehicle repair – AS NEEDED ONLY

Contract Term: 02/01/2017 To 02/01/2020

Background: The snozzles required an emergency repair and additional amount is for immediate repair. Future Amounts will only be paid on invoice-by-invoice basis after the repairs are complete. Global ARFF Services aka Siddons Martin Emergency Group LLC is the authorized dealership in Texas supporting the Pierce fire apparatus product line. Global ARFF are the sole source for parts and warranty service in this area and qualified to provide Dallas Fire-Rescue with the repair services for emergency crash vehicle.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DFD	MA01	DF01	3099			VC16417	\$6,431.49
0001	DFD	MA01	DF01	3099			VC16417	\$41,000.00

Project No.: Commodity Code: 84500 Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
	17-5053	01/03/2017	\$1,325.00			

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

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

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

By Department Director David Cooney 2/2/17 DATE
 Approved as to form by City Attorney Alan Knight 2/1/17 DATE

By Assistant City Manager Eric Campbell 2/3/2017 DATE



ADMINISTRATIVE ACTION

CITY OF DALLAS

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

ADMINISTRATIVE ACTION

175421

EFFECTIVE DATE

FEB 3 2017

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2017 FEB 17 AM 10:31
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name:	Rosenbauer Minnesota, LLC		
Subject:	Service Agreement-heavy apparatus repair	Department:	Dallas Fire-Rescue Department
Action Requested:	Authorize three (3) year services agreement in the amount of \$45,000.00 paid on an invoice(s) by invoice(s) basis.		
	Contract Term:	To	

Background: Dallas Fire-Rescue currently have emergency Rosenbauer vehicle (aerial and engine trucks) that are in need of part(s) and service repair. In order for DFD to continue to provide emergency response to the City of Dallas must ensure that our Rosenbauer vehicle are put back into service with the least interruption to our emergency response. Rosenbauer Minnesota, LLC is the manufacture and exclusive provider for parts and service for all Rosenbauer products and trucks.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DFD	MA01	DF01	3099			VS0000060391	\$45,000.00


Project No.:	Commodity Code: 84500			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage


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

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

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

By Department Director  DATE 2/2/17

Approved as to form by City Attorney  DATE 2/1/17

By Assistant City Manager  DATE 2/3/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175422

EFFECTIVE DATE

02/07/2017

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

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

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CITY SECRETARY
DALLAS, TEXAS
FEB-7 PM 2:41

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

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

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

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

Vendor Name: Foundation Center

Subject: Annual Membership for Cooperating Collection Department: Library

Action Requested: Authorize payment of \$1,995.00 for annual membership to Foundation Center for 2017
Contract Term: January 1, 2017 To December 31, 2017

Background: The Dallas Public Library is a member of the Cooperating Collections Network for the Foundation Center. As a member, the Library receives access to online and print resources about grants and non-profits, plus training and other assistance from the Foundation Center.

Local non-profits utilize the collection and services to seek funding for their organizations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0729	LIB	6342		3361		CT-LIB17-6342-D026-F	190507	\$1,995.00

Project No.:	Commodity Code:	Financing

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

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

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

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

By Department Director

1/30/17
DATE

Approved as to form by City Attorney DATE 2/7/2017

By Assistant City Manager

2/7/17
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175423

EFFECTIVE DATE

JAN 27 2017

CITY OF DALLAS

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

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DALLAS TEXAS

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

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

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

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

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

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

Vendor Name: First Southwest Asset Management, LLC

Subject: Arbitrage Contract Extension Department: CCO

Action Requested: Extend the current contract for six months. Contract Term: 4/01/17 To 9/30/17

Background: On November 10, 2010, City Council authorized a five-year service contract for arbitrage rebate calculation compliance services by Resolution 10-2861. On 10/27/15, supplemental agreement no. 1 authorized a three-month extension by AA 15-6977. On 1/22/16, supplemental agreement #2 authorized a one-year extension to the contract by AA 16-5268. Extension of this contract for six months will allow the department to develop specifications for a new solicitation.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
							VC15346	\$0.00

Project No.: BSZ1021 Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	10-2861	11/10/2010	\$190,000.00	\$0.00	\$0.00	0%

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
	\$ 21	\$	\$	\$	

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

By Department Director [Signature] 1/27/17 DATE

Approved as to form by City Attorney [Signature] 2/7/2017 DATE

By Assistant City Manager [Signature] 1/27/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175424

EFFECTIVE DATE

CITY OF DALLAS

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

02/03/2017 *ASD*

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DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name: C. Richard Barnes and Associates, LLC

Subject: Mediation agreement **Department:** City Manager's Office/City Controller's Office

Action Requested: The purpose of the mediation is to attempt to arrive at a mutually acceptable resolution of pending disputes in a cooperative and informal, rather than a legal and formal, manner between the City and the Dallas Police and Fire Pension. The Mediator will review written information submitted by the Parties, conduct mediation sessions with representatives of the Parties and have private conversations with the participants to develop information about the Parties' contentions and objectives.

Contract Term: 1/20/17 To 2/20/17

Background: The City of Dallas has been negotiating with the Dallas Police and Fire Pension regarding legislation.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	BMS	1991		3070			VC16564	\$50,000

Project No.: _____ **Commodity Code:** _____ **Financing:** _____

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

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

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

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

[Signature] 2/3/17 **By Department Director** *[Signature]* 2/3/2017 **Approved as to form by City Attorney**

[Signature] 2/3/17 **By Assistant City Manager**



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175425

EFFECTIVE DATE

1.13.17

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

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

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 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Oil and Cotton

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay for services rendered by Oil and Cotton to provide a Visual Art Camp at the Latino Cultural Center from December 1-16, 2016. The program included eight visual art classes and prepared middle school students for entrance into the Dallas Arts Magnet High School, Booker T. Washington. The following organizations submitted bids for this service: Betty Rodriguez, Mylan Nguyen, and Oil and Cotton. Oil and Cotton is the only vendor who can provide these services.

Contract Term: December 1, 2016 To December 16, 2016

Background: Oil and Cotton is a local arts collective that provides creative space for education, exhibition, performance and exchange between the public and the art community. The all-inclusive fee for this service will not exceed four thousand, two hundred and fifty dollars (\$4,250.00) Consultant understands that the City of Dallas will pay Consultant in one (1) payment upon receipt of consultant's final invoice and upon completion of services and in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V058	VS0000077594	\$4,250.00

Project No.: Commodity Code: 96207 Financing: Current funds

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

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

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

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

By Department Director DATE 1/12/17

Approved as to form by City Attorney DATE 1-13-17

By Assistant City Manager

1-13-17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175426

EFFECTIVE DATE

CITY OF DALLAS

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

1.13.17

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

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

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CITY SECRETARY
DALLAS, TEXAS
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2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

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

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

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

Vendor Name: Liberman Broadcasting Inc. (LBI Media)

Subject: Generator Sharing Agreement Department: Office of Cultural Affairs/WRR-FM

Action Requested: WRR-FM signed a 3 year contract with Liberman Broadcasting Inc. (LBI, Media) sharing a generator at the Cowboy Tower, located at 1310 W. Beltline Road, Cedar Hill, TX 75104. This AA is requesting approval to process the annual payments for the next two (2) years of the agreement.

Contract Term: 10/01/16 To 09/30/18

Background: WRR agreed to pay LBI Media, an annual fee of \$6,000, plus around \$1,000 per year for a (1/4) of the annual cost of fuel, maintenance, services and upkeep of the Generator. Each year shall not exceed \$7,000 per year.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1069	WR01	3099	MASC	WRR1069A1734	VS0000031684	\$14,000
Total								\$14,000

Project No.: Commodity Code: 91514 Financing: Current FY Municipal Radio Funds

Change Order NO.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-6884	10/2/15	\$31,964	0	\$14,000	

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

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

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

By Department Director *Jennifer Scjgn*

10/25/16
DATE

Barbara Whitton 2-6-17
Approved as to form by City Attorney DATE

Original - city Secretary

MPS
REV 09/2012


By Assistant City Manager

C-13-17
DATE

175426
- -



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175427

EFFECTIVE DATE

1.31.17

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

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

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

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

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

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

Vendor Name: **The Artist Outreach**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of The Artist Outreach to provide in-school and afterschool programming in conjunction with Dallas Independent School District (DISD) from its **STREAMliners** series in the months of February 2017 through July 2017 at area DISD campuses. The cross-curricular supplemental learning activities will primarily include these program areas: The Song Creation Subject (Math); The Geo-Dance Subject (Geometric Shapes); and the Story Book Subject (History and Creative Writing). The program will serve approximately 400 DISD students.

Contract Term: 2/1/17 To 8/30/17

Background: The Artist Outreach was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is **\$4,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or **\$2,400.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 40%, or **\$1,600.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4880		3089	CPP-SP	OCA4880V081	VS90290	4,000.00

Project No.: _____ Commodity Code: **96104** Financing: _____ Current Funding: _____

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

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

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

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

By Department Director 1/27/17 DATE Approved as to form by City Attorney 2-3-17 DATE

By Assistant City Manager 1/31/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175428

EFFECTIVE DATE

CITY OF DALLAS

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

1.31.17

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

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

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

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

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

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

Vendor Name: **Echo Theatre**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Echo Theatre to present *THE ECHO ROOM PRESENTS: HER SONG* as part of the 2016-17 season. For this open-to-the-public performance, Echo Theatre will turn the theatre at the Bath House Cultural Center into a 1935 live music club. This enjoyable evening will showcase little known songs written by women in the early 20th Century, which is the main focus of this organization.

Contract Term: 2/1/17 through 3/31/17

Background: Echo Theatre was selected through a panel process to participate in the Cultural Projects Program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$1,250.00 of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 75%, or \$3,750.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4880		3089		OCA4880V023	339345	5,000.00

Project No.: Commodity Code: 96157 Financing: Current Funding

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

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

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

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

By Department Director: [Signature] DATE: 1/27/17 Approved as to form by City Attorney: [Signature] DATE: 2-3-17

By Assistant City Manager: [Signature] DATE: 1/31/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175429

EFFECTIVE DATE

CITY OF DALLAS

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

DEC 19 2016

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

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

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

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

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

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

Vendor Name: Abrasive Products & Equipment, LLC (VC15245)

Subject: Personal Protective Clothing and Equipment Department: Business Development and Procurement Services

Action Requested: Request approval of vendor reassignment from BKW Environmental to Abrasive Products & Equipment, LLC.

Contract Term: 02/12/2014 To 02/11/2017

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with BKW Environmental (VC00000547) to provide personal safety protection equipment, clothing and accessories in the amount of \$368,356.13, by Resolution No. 14-0291 from Solicitation No. BV1333. Effective July 1, 2015 BKW Environmental has been legally changed to Abrasive Products & Equipment, LLC (VC15245). Attached documentation confirms the name change of BKW Environmental to Abrasive Products & Equipment, LLC.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BY1333	VC15245	\$0.00

Project No.: BY1333 Commodity Code: 30550 Financing: N/A

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	14-0291	2/12/14	\$368,356.13	N/A	N/A	N/A

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

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

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

By Department Director

12/14/16
DATE

Approved as to form by City Attorney 2-6-17
DATE

By Assistant City Manager

12/19/16
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175430

EFFECTIVE DATE

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

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

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

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

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

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

Vendor Name:	Professional Turf Products, LLC (355952)		
Subject:	Master Agreement Extension	Department:	Business Development & Procurement Serv
Action Requested:	Extend the master agreement for the purchase of parts to repair lawn maintenance equipment with Professional Turf Products, LLC (355952) for a 12 month period or until funds are depleted under the same terms and conditions.		
	Contract Term:	2/14/17 To 2/13/18	

Background: On 2-13-13, City Council authorized a three-year master agreement with Professional Turf Products, LLC (355952) in the amount of \$45,044.00, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

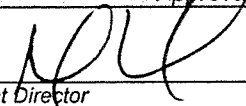
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	355952	\$0.00

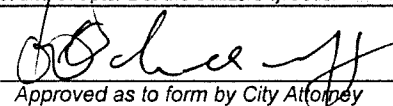
Project No.:	BL1253	Commodity Code:	51500	Financing	Current	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$45,044.00	1	\$0.00	0.00%


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

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

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

By Department Director  DATE 1/31/17

Approved as to form by City Attorney  DATE 2-7-17

By Assistant City Manager  DATE 2/1/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175431

EFFECTIVE DATE

FEB 1 2017

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

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

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

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

Vendor Name: Landmark Equipment, Inc.(502100)

Subject: Master Agreement Extension **Department:** Business Development & Procurement Serv

Action Requested: Extend the master agreement for the purchase of parts to repair lawn maintenance equipment with Landmark Equipment, Inc., for a 12 month period or until funds are depleted under the same terms and conditions.
Contract Term: 2/14/17 To 2/13/18

Background: On 2-13-13, City Council authorized a three-year master agreement with Landmark Equipment, Inc.(502100) in the amount of \$954,400, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	502100	\$0.00

Project No.: BL1253 **Commodity Code:** 51500 **Financing:** Current

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$954,400.00	1	\$0.00	0.00%

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

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

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

By Department Director: [Signature] DATE: 1/31/17 Approved as to form by City Attorney: [Signature] DATE: 2-7-17

By Assistant City Manager: [Signature] DATE: 2/1/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175432

EFFECTIVE DATE

CITY OF DALLAS

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

FEB 1 2017

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

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

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 DALLAS TEXAS

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

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

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

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

Vendor Name:	Richardson Saw and Lawnmower (103002)		
Subject:	Master Agreement Extension	Department:	Business Development & Procurement Serv
Action Requested:	Extend the master agreement for the purchase of parts to repair lawn maintenance equipment with Richardson Saw and Lawnmower (103002), for a 12 month period or until funds are depleted under the same terms and conditions.		
	Contract Term:	2/14/17 To 2/13/18	

Background: On 2-13-13, City Council authorized a three-year master agreement with Richardson Saw and Lawnmower (103002) in the amount of \$1,673,535.00, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	103002	\$0.00
Funding:								

Project No.:	BL1253	Commodity Code:	51500	Financing	Current	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$1,673,535.00	1	\$0.00	0.00%

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

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

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

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175433

EFFECTIVE DATE

FEB 1 2017

2017 FEB -7 PM 5:04
RECEIVED
CITY SECRETARY

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

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

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

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

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

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

Vendor Name: HCOP, LLC dba Hill Country Outdoor Power (VS0000075560)

Subject: Master Agreement Extension Department: Business Development & Procurement Serv

Action Requested: Extend the master agreement for the purchase of parts to repair lawn maintenance equipment HCOP, LLC dba Hill Country Outdoor Power (VS0000075560) for a 12 month period or until funds are depleted under the same terms and conditions.

Contract Term: 2/14/17 To 2/13/18

Background: On 2-13-13, City Council authorized a three-year master agreement with HCOP, LLC dba Hill Country Outdoor Power (VS0000075560) in the amount of \$31,300.00, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	VS0000075560	\$0.00

Project No.: BL1253 Commodity Code: 51500 Financing: Current

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$31,300.00	1	\$0.00	0.00%

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

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

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

By Department Director 1/31/17 DATE Approved as to form by City Attorney 2-7-17 DATE

By Assistant City Manager 2/1/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175434

EFFECTIVE DATE

RECEIVED
FEB 9 2017
CITY SECRETARY
DALLAS, TEXAS
FEB -9 PM 3:36

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

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

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

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

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

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

Vendor Name: Longhorn, Inc. (VS000005048)

Subject: Master Agreement Extension **Department:** Business Development & Procurement Serv

Action Requested: Extend the master agreement for the purchase of parts to repair lawn maintenance equipment with Longhorn, Inc. (VS000005048), for a 12 month period or until funds are depleted under the same terms and conditions.

Contract Term: 2/14/17 To 2/13/18

Background: On 2-13-13, City Council authorized a three-year master agreement with Longhorn, Inc. (VS000005048) in the amount of \$198,205.00, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	VS000005048	\$0.00

Project No.:	BL1253	Commodity Code:	51500	Financing	Current	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$198,205.00	1	\$0.00	0.00%

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

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

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

By Department Director: 10/2/17 DATE

Approved as to form by City Attorney: 2-7-17 DATE

By Assistant City Manager: 2/1/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175435

EFFECTIVE DATE

FEB 1 2017

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

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

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

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

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

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

Vendor Name: Luber Brothers (507154)

Subject: Master Agreement Extension Department: Business Development & Procurement Serv

Action Requested: Extend the master agreement for the purchase of parts to repair lawn maintenance equipment with Luber Brothers (507154) for a 12 month period or until funds are depleted under the same terms and conditions.

Contract Term: 2/14/17 To 2/13/18

Background: On 2-13-13, City Council authorized a three-year master agreement with Luber Brothers (507154) in the amount of \$111,955.00, for the purchase of parts to repair lawn maintenance equipment by Resolution #13-0295, from solicitation BL1253. This 12 month extension to the master agreement for Grounds Maintenance Equipment Parts will allow for the continuation of the purchases at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BL1253	507154	\$0.00

Project No.:	BL1253	Commodity Code:	51500	Financing	Current	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0295	02/13/13	\$111,955.00	1	\$0.00	0.00%

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

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

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

By Department Director: [Signature] DATE: 1/31/17

Approved as to form by City Attorney: [Signature] DATE: 2-7-17

By Assistant City Manager: [Signature] DATE: 2/1/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175436

EFFECTIVE DATE

Feb 3, 2017

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CITY SECRETARY
DALLAS, TEXAS
017 FEB -8 AM 10:19

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

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

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

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

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

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

Vendor Name: Oracle America, Inc.

Subject: Budget Preparation System Services. No.1 Department: Communication and Information Services

Action Requested: Authorize a Supplemental Agreement No. 1 to amend the existing Contract authorized by Council Resolution No. 16-0800.

Contract Term: 02/06/2017 To 11/30/2019

Background: On May 25, 2016, City Council approved a Contract for the development and creation of the City's budget preparation system. This change order allows Oracle America to dedicate more professional services related to system configuration and implementation as performed under this exhibit, and remove funds allocated to travel expenses. Cost associated with this amendment is outlined in ordering document section of original agreement.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	0198	DSV	1665		3070		N/A	500311	\$ 0.00
TOTAL: \$ 0.00									

Project No.: Commodity Code: Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	16-0800	5/25/2016	\$1,541,956.91	0.00	\$0.00	

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

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

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

William Finch
William Finch (Jan 27, 2017)
By Department Director

Jan 27, 2017
DATE

Don Knight
Don Knight (Jan 27, 2017)
Approved as to form by City Attorney

Jan 27, 2017
DATE

SR

Mark McDaniel
Mark McDaniel (Feb 3, 2017)
By Assistant City Manager

Feb 3, 2017
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175437

EFFECTIVE DATE

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 16 PM 2:28

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

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

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

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

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

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

Vendor Name: Venues Today, Inc.

Subject: Amendment of Contract Term with Venues Today, Inc. Department: Park and Recreation – Fair Park

Action Requested: Authorize an amendment to Administrative Action # 166766 dated October 3, 2016 contract terms from 9/14/16 – 12/30/16 to 9/14/16 – 8/30/17. Upon approval extending the dates will allow payment of outstanding invoices and future invoices. Current invoices were received to close to the last day of the contract term.
Contact: Celia Barshop (214) 670-9721 Contract Term: 9/14/2016 To 8/30/2017

Background: Venues Today magazine is the authoritative voice on all areas of public assembly facility management, reaching top decision-makers in the field, from venue management to suppliers, planners, buyers and top executives.
Advertising Bidding Exemption Chap. 252.022 General Exemptions (Sec. 16) State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR16K021	VS0000082751	\$0.00

Funding: Project No.: 0G43-15-6155-004 Commodity Code: 91501 Financing: Fair Park Marketing

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

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

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

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

By Department Director *[Signature]* 1-09-17 DATE Approved as to form by City Attorney *[Signature]* 1-18-2017 DATE

By Assistant City Manager *[Signature]* 1-12-17 DATE Attested by:

Original – City Secretary Max W. Wells, President Park and Recreation Board Dawna M. Ray, Secretary Park and Recreation Board



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175438

EFFECTIVE DATE

1/19/17 ~~1/18/17~~

RECEIVED
2017 FEB - 6 PM 9:24
CITY SECRETARY
DALLAS, TEXAS

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

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Sustainable Modular Management (SMM)

Subject: Modular Office and Employee Building Department: Park and Recreation

Action Requested: Authorize a master agreement of \$41,651.00 for Sustainable Modular Management. The vendor will provide a 24' x 36' temporary modular building for city employees during the construction of a new maintenance facility at Luna Vista Golf Course. They will be responsible for set up and take down of the building.

Contact: John Horton 214-671-1519

Contract Term: 1/1/17 To 9/30/17

Background: SMM is a small business that provides the rental of commercial office, educational, medical and governmental buildings. This rental is necessary to temporarily house staff until renovations are completed at Luna Vista Golf Course. Buy Board Number 463-14.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
<i>WKC</i>	N/A	PKR	N/A	N/A	N/A	N/A	PKR17C007	VS0000073079	\$41,651.00

Project No.: Commodity Code: 97108 Financing Multi Year Fund

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

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <i>X</i>	\$	\$	\$	

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

JT
 By Department Director: *John Horton* 1-09-16 DATE
 Approved as to form by City Attorney: *Christine Tanner* 1-18-2017 DATE

Max W. Wells
 By Assistant City Manager: _____ DATE: 1-12-17
 Attested by: _____

Original - City Secretary
 Max W. Wells, President
 Dawna M. Ray, Secretary
 Park and Recreation Board
 REV 09/2012



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175439

EFFECTIVE DATE

1/20/17 MLH

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB -6 PM 2:30

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

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

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

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

Vendor Name: John F Clark Company Inc.

Subject: Installation of gym curtain motor Department: Park and Recreation

Action Requested: Authorize an encumbrance of \$2,431.00 for John F. Clark Company, Inc. The vendor will install a new drape motor curtain winch on the gym curtain at Timberglen Recreation Center.

Contact: John Lux-671-0644

Contract Term: 1/20/17 To 3/20/17

Background: John F. Clark Company Inc. has been providing athletic equipment products for schools, universities and cities since 1966. Their basketball backstop technicians are qualified to service backstops in strict accordance with manufacturer service and repair guidelines.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	PKR	5166		3099		PKR17D001	VS0000077342	\$2,431.00

Project No.: Commodity Code: 91011 Financing Current Funds

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

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

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

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

[Signature]
By Department Director DATE 1-17-17

[Signature]
Approved as to form by City Attorney DATE 1-31-2017

[Signature]
By Assistant City Manager DATE 1-20-17

Attested by:
[Signature]
Dawna M. Ray, Secretary
Park and Recreation Department

Original - City Secretary

Max W. Wells, President
Park and Recreation Board



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175440

EFFECTIVE DATE

1.13.17

RECEIVED
2017 FEB -9 AM 8:02
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: Viola Delgado

Subject: Professional Services **Department:** OCA

Action Requested: Authorization is requested to pay for curatorial services of Viola Delgado for the visual arts exhibition "Roberto Munguia: Buscador/Descubridor" at the Latino Cultural Center. The exhibit will open on January 20, 2017 and duties will include exhibition design and coordination. In accordance with the City of Dallas Cultural Policy, Consultant will work under the supervision of the Manager and will adhere to exhibition policies and center guidelines and procedures. The following individuals submitted bids for this service: Arthur Pena, Ivonne Acero and Viola Delgado. Viola Delgado is the only vendor who can provide these services.

Contract Term: January 11, 2017 To January 19, 2017

Background: Viola Delgado is a local artist and curator with over 20 years of experience in the DFW area. The all-inclusive fee for this service will not exceed five thousand dollars (\$5,000.00). Consultant understands that the City of Dallas will pay Consultant in one (1) payment upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V076	500375	\$5,000.00

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

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

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

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

By Department Director 1/11/17 DATE

Approved as to form by City Attorney 2-8-17 DATE

By Assistant City Manager 1-12-17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175441

EFFECTIVE DATE

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB -9 AM 8:02
1-13-17

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

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

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

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

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

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

Vendor Name: Soul Rep Theatre Company

Subject: South Dallas Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay for services rendered by Soul Rep Theatre Company to provide a series of artistic performances) on January 5, 6, and 7, 2017 as part of South Dallas Cultural Center's Public Programs Series. The South Dallas Cultural Center Pubic Programs Series is a series of affordable high quality arts and cultural events produced by local and national artist and arts organizations, for Dallas citizens and visitors. The services will take place at the South Dallas Cultural Center.

Contract Term: Jan. 5, 2017 To Jan. 7, 2017

Background: Soul Rep Theatre Company is a 20 year old 501(c)(3) not-for-profit corporation. The mission is to provide quality transformative Black theater that enlightens the imagination, the spirit, and the soul.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4832		3089		OCA4832V073	35177	5,000

Project No.: Commodity Code: 96104 Financing: Current Funds

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

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

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

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

By Department Director [Signature] DATE 1/12/17 Approved as to form by City Attorney [Signature] DATE 2-8-17

By Assistant City Manager [Signature] DATE 1-13-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175442

EFFECTIVE DATE

1-13-17

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CITY SECRETARY
DALLAS, TEXAS
FEB -9 AM 8:02

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

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

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

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

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

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

Vendor Name: Florence Hawkins-Criss

Subject: South Dallas Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay for services rendered by Florence Hawkins-Criss to provide Visual Art classroom instruction for students enrolled in Winter Arts at the Center. All services will take place at The South Dallas Cultural Center. Summer Arts at the Center is an out of school time arts institute for South Dallas school-aged children that provides quality arts education while students are out for winter break.
All services are subject to the approval of the City of Dallas Office of Cultural Affairs (OCA), in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 12/6/16 To 12/23/16

Background: Florence Hawkins-Criss, is a native of Dallas, Texas. She has worked as an art teacher for Dallas Independent School District for 35 years. In addition to being an educator, Florence is an award winning visual artist who has exhibited her work throughout the state of Texas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4832		3089		OCA4832V060	VC15962	1,200.00

Project No.: Commodity Code: 96104 Financing: Current Funds

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

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$1200.00	\$	\$	\$	

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

By Department Director [Signature] DATE 1/12/17 Approved as to form by City Attorney [Signature] DATE 2-8-17

By Assistant City Manager [Signature] DATE 1-13-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175443

EFFECTIVE DATE

JAN 19 2017

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

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

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 2017 FEB -9 AM 10:05
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2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

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

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

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

Vendor Name:	Alliance Geotechnical Group, Inc.		
Subject:	Material Testing – Bishop Arts Paving and Drainage Improvements	Department:	Mobility and Street Services Department
Action Requested:	Authorize an Administrative Action for Professional Services Contract with Alliance Geotechnical Group, Inc. in an amount not to exceed \$20,442.50 to provide Construction Materials Testing during the Bishop Arts Paving and Drainage Improvements Project.		
	Contract Term:	Performed during the Construction of the project, which is a separate contract.	

Background: Professional Service Contracts for Construction Materials Testing Services were previously performed through a Master Agreement. Since a Master Agreement no longer exists for these services, a separate agreement is now required to provide the Construction Material Testing required for each Capital Construction Project. Professional Solicitation #1528 as provided a Short List of qualified Firms to provide these services and Alliance Geotechnical Group, Inc. was selected for this Project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
2U22	STS	S390	THRF	4113	PB12S390	STS12S390D1	338366	\$20,442.50
							Total	\$20,442.50

Project No.:	Commodity Code:			96148	Financing	2012 Bond Funds
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

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

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

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

By Department Director

1/17/17
 DATE

Approved as to form by City Attorney
 2-6-17
 DATE

By Assistant City Manager
 1/19/17
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175444

EFFECTIVE DATE

JAN 24 2017

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

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

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

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 FEB-9 AM 10:09

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

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

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

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

Vendor Name: Kleinfelder, Inc.

Subject: Material Testing - Street and Alley Group 12-3000 Department: Mobility and Street Services Department

Action Requested: Authorize an Administrative Action for Professional Services Contract with Kleinfelder, Inc. in an amount not to exceed \$42,701.35 to provide Construction Materials Testing during the Street and Alley Group 12-3000.

Contract Term: Performed during the Construction of the project, which is a separate contract.

Background: Professional Service Contracts for Construction Materials Testing Services were previously performed through a Master Agreement. Since a Master Agreement no longer exists for these services, a separate agreement is now required to provide the Services required for each Capital Construction Project. Professional Solicitation #BDZ1528 has provided a Short List of qualified Firms to provide these services and Kleinfelder, Inc. was selected for this Project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
2U22	STS	S200	APET	4113	PB12S200	STS12S200D1	VC15559	\$ 14,003.81
2U22	STS	S206	APET	4113	PB12S206	STS12S200D1	VC15559	\$ 9,395.87
2U22	STS	S419	SWPT	4113	PB12S419	STS12S200D1	VC15559	\$ 10,694.40
2U22	STS	S425	SWPT	4113	PB12S425	STS12S200D1	VC15559	\$ 8,607.27
Total								\$42,701.35

Project No. Commodity Code: 96148 Financing: 2012 Bond Funds

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

MWBE INFORMATION: Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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

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

By Department Director: *[Signature]* /DATE: 1/20/17

Approved as to form by City Attorney: *[Signature]* /DATE: 2-6-17

By Assistant City Manager: *[Signature]* /DATE: 1/24/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175445

EFFECTIVE DATE

JAN 19 2017

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

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Kleinfelder Central, Inc.

Subject: Material Testing – 2014 Street Resurfacing and Street Improvements – SA#1

Department: Mobility and Street Services Department

Action Requested: Authorize Supplemental Agreement #1 to the contract with Kleinfelder Central, Inc. to cover additional Material Testing Services that were required during the construction of the 2014 Street Resurfacing and Street Improvements Project. Total Contract amount is increased from \$187,138.75 to \$207,841.74, an increase of \$20,702.99.

Contract Term: Performed during the Construction of the project, which is a separate contract.

Background: Material Testing Service can vary notably between construction contracts based on the Contractors schedule, availability of concrete and the amount of construction that occurs. The Resurfacing Project has numerous street segments and changes as conflicts arise. This action will finalize the work performed on the project and allow for close out of the contract.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:							See Attached Sheet		\$ 20,702.99

Project No.:	Commodity Code:				Financing	2012 Bond Funds	
Change Order No.	Original C/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	
1	CR 14-0667	4/23/2014	\$187,138.75	\$0.00	\$20,702.99	11.06%	

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

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

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

[Signature]
By Department Director

[Signature] 1/17/17
DATE

[Signature]
Approved as to form by City Attorney

1-27-17
DATE

[Signature]
By Assistant City Manager

[Signature] 1/19/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175446

EFFECTIVE DATE

FEB 3 2017

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

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Service Contract Extension

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

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

Vendor Name: Federal Express Corp. Vendor # (177939)

Subject: FedEx Agreement **Department:** Business Development & Procurement Services

Action Requested: Authorized a service contract for FedEx Delivery Service, Inc. through the Texas Multiple Award Schedule (TXMAS) program through General Services Administration (GSA) under the same terms and conditions for eighteen month term from 02/01/2016 to 08/31/2018 to allow continuation of services.
Contract Term: 02/01/2017 To 08/31/2018

Background: The purpose of this contract is to state the terms and conditions under which contractor FedEx performs Overnight, Second-Day and Ground Delivery Services. City Departments use FedEx for on-time reliability to meet critical deadlines on time sensitive documents. FedEx offers pick up service, signature options and proof of delivery. Funding is based on historical citywide usages and this service contract will result in a master agreement.

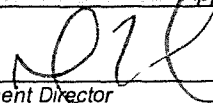
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	POM	N/A	N/A	N/A	N/A	BX1710	177939	\$50,000.00

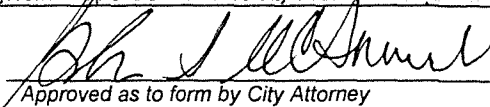
Project No.:	BX1710	Commodity Code:	96224	Financing	Current Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
N/A	N/A	N/A	N/A	N/A	N/A	N/A

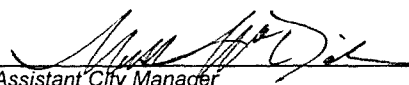
MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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

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

By Department Director  DATE 2/1/17

Approved as to form by City Attorney  DATE 2/9/2017

 DATE 2/3/17

By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175447

EFFECTIVE DATE

DEC 20 2016

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

- a. Low bid contracts of not more than \$70,000
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: Vortex Colorado

Subject: Emergency Door Repair Department: Equipment and Building Services (EBS)

Action Requested: Authorize payment of Vortex Colorado invoice for door repairs at the Pleasant Grove Library.

Contract Term: November 01, 2016 To February 28, 2016

Background: A lighting strike at the Pleasant Grove Library, located at 7310 Lake June Road, destroyed the automatic door control operators and battery backup. EBS staff were unable to perform the specialized equipment repair in-house. In addition, since no door control repair vendors are on master agreement, this incident necessitated using the first available door repair vendor to ensure the doors were repaired and deemed operable in a timely fashion to ensure continuity of operations at the library and maintain security.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
		0001	EBS	3061		3210		EBS173061CT02	VC16367
TOTAL									\$2,346.91

Project No.: Commodity Code: 93623 Financing: Current

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

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

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

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

By Department Director

12/19/2016
DATE

Approved as to form by City Attorney

2-7-17
DATE

By Assistant City Manager

12/20/16
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175448

EFFECTIVE DATE

CITY OF DALLAS

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

2/9/17

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

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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

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

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

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

Vendor Name: A Different Plate Café & Caterer

Subject: Special Event Department: Mayor and Council Office

Action Requested: Enter to an agreement with the vendor to provide food service for Councilwoman Tiffinni A. Young's Senior Luncheon to celebrate Valentine's Day on Monday, February 13, 2017.

Contract Term: 2/13/17 To 2/13/17

Background: On Monday, February 13th, Councilwoman Tiffinni A. Young will host a luncheon for the seniors of District 7 to celebrate Valentine's Day. The event will be held at The Women's Museum at Fair Park.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	MCC	1A07			3020		VS0000014776	\$2,507.23

Project No.: Commodity Code: 96115 Financing: Current Funds

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

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

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

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

By Department Director

2/9/17
DATE

Approved as to form by City Attorney

02/09/17
DATE

By Assistant City Manager

2/9/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175449

EFFECTIVE DATE

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

1/13/17 y.A

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

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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

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

Vendor Name: Lonestar Fence & Supply, LLC

Subject: Vendor Payment Department: Mobility & Street Services

Action Requested: Authorize payment for services rendered by Lonestar Fence & Supply for MLK/Cedar Crest Bridge Repairs.

Contract Term: N/A To N/A

Background: The Master Agreement for Lonestar Fence & Supply (WDW) expired on 10/31/16. Mobility and Streets Services is requesting approval to make payment for services rendered to remove the existing damaged railing, haul-off/disposal and replacement of the top railing and fitting needed to secure the Cedar Crest Bridge. Currently, there are invoices pending payments in the amount of \$2,142.00 (see invoice attached).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	STS	3411	ST02	3099		STS34113099C001	VS0000067362	\$2,142.00

Project No.: N/A Commodity Code: 98815 Financing

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

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

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

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

By Department Director [Signature] 1/4/17 DATE Approved as to form by City Attorney [Signature] 1/31/17 DATE

By Assistant City Manager [Signature] 1/13/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175450

EFFECTIVE DATE

FEB 3 2017

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

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

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Service Contract Extension

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

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

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

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

Vendor Name: Pitney Bowes, Inc. (063151)

Subject: Service Contract Extension Department: Business Development & Procurement Services

Action Requested: Extend the service contract for inserter equipment maintenance, meter lease, business manager software and hardware maintenance and postage with Pitney Bowes, Inc. for an 9 month period or until funds are depleted. New monthly rates:

Inserter Maintenance	\$2,358.66
Meter Lease	\$137.00
Business Manager Software & Hardware Maintenance	\$208.75
Total Monthly Fee:	\$2,704.41

Contract Term: 04/01/17 To 12/31/17

Background: On October 14, 2015 City Council authorized a service contract to establish a master agreement with Pitney Bowes, Inc. (063151) for meter lease, maintenance and postage for a term of sixteen months. This new extension for inserter equipment only will allow for the continuation of this service contract for Water Bills Insertion without interruption.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	POM	N/A	N/A	N/A	N/A	BX1508	063151	\$0.00
Funding:								

Project No.: BX1508 Commodity Code: 98554 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	15-1856	10/15/2015	\$2,999,589.38	\$0.00	\$0.00	0

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

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

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

By Department Director: 2/1/17 DATE

By Assistant City Manager: 2/13/17 DATE

Approved as to form by City Attorney: 2/9/20 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175460

EFFECTIVE DATE

JAN 12 2017

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

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DALLAS, TEXAS

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

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code.
- f. Other (explain on attachment) South Dallas/Fair Park Trust Fund

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

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

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

Vendor Name: Skill Quest, Inc.

Subject: CBN Grant Department: ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund Community Based Nonprofit Grant not to exceed \$31,500 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 - June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$31,500 to the above named vendor. The funds will be used to reimburse a portion of the cost of the From High School to Careers Project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K017	VS0000077975	\$31,500

Project No.:	Commodity Code:	Financing

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

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

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

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

By Department Director: [Signature] DATE: 1/12/17

Approved as to form by City Attorney: [Signature] DATE: 1/27/17

By Assistant City Manager: [Signature] DATE: 1-12-17

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



175461

RECEIVED

2017 MAR 20 PM 4: 58

CITY SECRETARY
DALLAS, TEXAS

Memorandum

Date: March 20, 2017
To: Rosa A. Rios, City Secretary
Subject: Correction to Administrative Action No 17 5461 dated 1/12/17

Administrative Action Funding Section should read as follows:

~~Vendor VS9143~~, Vendor VC16034
Amount \$5,000

Please make the necessary corrections to your records

Thank You

A handwritten signature in cursive script, appearing to read 'Karl Zavitkovsky'.

Karl Zavitkovsky

Director

Office of Economic Development

RAR 3/21/17
R 3/20/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175461

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:1
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Victory Baptist Church of Dallas

Subject: Challenge Grant **Department:** ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund Challenge Grant not to exceed \$5,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a Challenge Grant in the amount of \$5,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Victory's S.O.A.R. Program project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K010	VS9143	\$5,000

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

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

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

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

By Department Director: Karl Zanthaus DATE: 1/12/17

Approved as to form by City Attorney: Clayton Alvin DATE: 1/25/17

By Assistant City Manager: [Signature] DATE: 1-12-17

Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? 0 Yes 0 No

Original - City Secretary



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175462

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:11
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Alley's House

Subject: CBN Grant Department: ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$34,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 - June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$34,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Community Outreach and Pathway Program. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K014	VS88067	\$34,000

Project No.: _____ Commodity Code: _____ Financing: _____

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

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

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

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

By Department Director: Karl Fontenay DATE: 1/12/17

By Assistant City Manager: Ty-D S DATE: 1-12-17

Approved as to form by City Attorney: Debra Silvi DATE: 1/25/17

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



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175463

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

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

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

RECEIVED
2017 FEB 10 PM 1:11
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Vendor Name: Zan Wesley Holmes, Jr. Community Outreach Center

Subject: CBN Grant **Department:** ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$35,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$35,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Dream Academy, Urban Scouting, Project HOPE, and Frazier House project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K012	VS91435	\$35,000

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

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

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

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

By Department Director: Karl Zundke DATE: 1/12/17 Approved as to form by City Attorney: Debra Selva DATE: 1/26/17

By Assistant City Manager: Ty-D E DATE: 1-12-17

Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? 0 Yes 0 No
Original - City Secretary



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175464

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

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

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

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

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

Vendor Name: Transformance, Inc.

Subject: CBN Grant Department: ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$35,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 - June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$35,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Pocket Change Kids and A.I.M. Financial Capability for Parents project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K011	VS0000063662	\$35,000

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

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

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

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

By Department Director: Karl Zentgraf DATE: 1/12/17
 Approved as to form by City Attorney: Debra Milva DATE: 1/25/17
 By Assistant City Manager: [Signature] DATE: 1-12-17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175465

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:12
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: North Texas Capacity Builders. Inc.

Subject: CBN Grant Department: ECO

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$34,000.00 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$34,000.00 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Capacity Building for Small Construction Businesses Project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K015	VS87959	\$34,000.00

Project No.: Commodity Code: Financing

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

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

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

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

By Department Director: [Signature] DATE: 1/02/17
 Approved as to form by City Attorney: [Signature] DATE: 1/25/17

By Assistant City Manager: [Signature] DATE: 1-12-17

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



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175466

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 10 PM 1:29

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

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

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

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

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

Vendor Name: North Texas Conference of the UMC

Subject: CBN Grant Department: ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$35,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$35,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Boots-on-the-Ground project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K013	VS91682	\$35,000

Project No.: Commodity Code: Financing

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

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

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

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

By Department Director Karl Zant 1/12/17 DATE Approved as to form by City Attorney Deborah Silver 1/25/17 DATE

By Assistant City Manager Tyler E 1-12-17 DATE

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

Original - City Secretary

REV 09/2012



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175467

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 10 PM 1:25

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

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

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

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

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

Vendor Name: Dallas Black Dance Theatre

Subject: Challenge Grant **Department:** ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund Challenge Grant not to exceed \$5,000.00 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a Challenge Grant in the amount of \$5,000.00 to the above named vendor. The funds will be used to reimburse a portion of the cost of the In School & Outreach Residency Project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K004	219206	\$5,000.00

Project No.: _____ **Commodity Code:** _____ **Financing:** _____

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

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

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

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

By Department Director: [Signature] 1/12/17 DATE

Approved as to form by City Attorney: [Signature] 1/27/17 DATE

By Assistant City Manager: [Signature] 1-12-17 DATE

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

Original - City Secretary

REV 09/2012



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175468

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:25
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Educational First Steps

Subject: Challenge Grant Department: ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund Challenge Grant not to exceed \$5,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 - June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a Challenge Grant in the amount of \$5,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Braswell Educational and Enrollment Initiatives project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K007	VS88699	\$5,000

Project No.: Commodity Code: Financing

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

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

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

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

By Department Director Kent [Signature] 1/12/17 DATE Approved as to form by City Attorney Debra [Signature] 1/27/17 DATE

By Assistant City Manager [Signature] 1-12-17 DATE

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

Original - City Secretary



175469

RECEIVED

2017 MAR 20 PM 4: 58

CITY SECRETARY
DALLAS, TEXAS

Memorandum

Date: March 20, 2017
To: Rosa A. Rios, City Secretary
Subject: Correction to Administrative Action No 17 5469 dated 1/12/17

Administrative Action Funding Section should read as follows:

~~Vendor 34442, Vendor 344422~~

Amount \$5,000

Please make the necessary corrections to your records

Thank You

A handwritten signature in cursive script, appearing to read 'Karl Zavitzkovsky'.

Karl Zavitzkovsky

Director

Office of Economic Development

Handwritten note:
Rosa Rios
3/21/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175469

EFFECTIVE DATE

JAN 12 2017

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 10 PM 1:25

CITY OF DALLAS

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

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

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

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

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

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

Vendor Name: St. Philip's School and Community Ctr

Subject: Challenge Grant **Department:** ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund Challenge Grant not to exceed \$5,000.00 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a Challenge Grant in the amount of \$5,000.00 to the above named vendor. The funds will be used to reimburse a portion of the cost of the St. Philip's Senior Citizens Education and Enrichment Program. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K008	34442	\$5,000.00

Project No.: _____ **Commodity Code:** _____ **Financing:** _____

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

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ 10	\$	\$	\$	

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

By Department Director: Karl Zentgraf DATE: 1/12/17

By Assistant City Manager: Thy - DE DATE: 1-12-17

Approved as to form by City Attorney: Clayton Silver DATE: 1/30/17

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

Original - City Secretary

175470

RECEIVED



2017 APR -3 PM 1:44

CITY SECRETARY
DALLAS, TEXAS

Memorandum

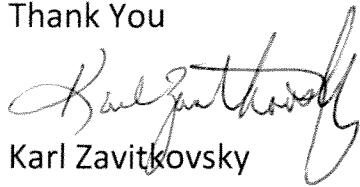
Date: April 3, 2017
To: Rosa A. Rios, City Secretary
Subject: Correction to Administrative Action No. 175470

Administrative Action Funding Section should read as follows:

Dept OED	Dept ECO
Unit	Unit 0448
OBJ 3099	OBJ 3016
Amount \$10,000.00	

Please make the necessary corrections to your records.

Thank You


Karl Zavitkovsky

Director

Office of Economic Development

*RAR 4/5/17
B 4/3/17*

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175470

EFFECTIVE DATE

Jan 12, 2017
EL

CITY OF DALLAS

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
JAN 10 PM 1:25

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

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

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

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

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

Vendor Name: **Abounding Prosperity, Incorporated**

Subject: **Public Safety Grant** Department: **ECO DEV**

Action Requested: **Approval for a South Dallas/Fair Park Trust Fund Public Safety Grant not to exceed \$10,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.**

Contract Term: **June 1, 2016 – June 1, 2017**

Background: **The South Dallas/Fair Park Trust Fund Advisory Board approved a Public Safety Grant in the amount of \$10,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the No Shade!!! Peer Mentoring to Reduce Recurring Misdemeanor and State Jail Felony Sex Crimes project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	OED			3099		ECO160448K023	VS0000010641	\$10,000

Project No.: _____ Commodity Code: _____ Financing: _____

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

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

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

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

By Department Director *Karl Zuercher* DATE 1/12/17 By Assistant City Manager *Therese Helmer* DATE 1/27/17
Approved as to form by City Attorney

By Assistant City Manager *[Signature]* DATE 1-12-17

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



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175471

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:25
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Advocates for Community Transformation

Subject: CBN Grant **Department:** ECO

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$34,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 - June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$34,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Program to Eliminate Crime & Urban Blight in South Dallas project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K016	VC14287	\$34,000

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

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

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

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

By Department Director: Karl Zentgraf DATE: 1/12/17

Approved as to form by City Attorney: Deatra Nelson DATE: 1/25/17

By Assistant City Manager: [Signature] DATE: 1-12-17

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

Original - City Secretary

175472

RECEIVED



City of Dallas

2017 APR -3 PM 1:44

CITY SECRETARY
DALLAS, TEXAS

Memorandum

Date: April 3, 2017
To: Rosa A. Rios, City Secretary
Subject: Correction to Administrative Action No. 175472

Administrative Action Funding Section should read as follows:

~~Fund 051~~ Fund 0351

Amount \$5,000.00

Please make the necessary corrections to your records.

Thank You

A handwritten signature in cursive script that reads "Karl Zavitkovsky".

Karl Zavitkovsky

Director

Office of Economic Development

RAR 4/5/17
R 4/3/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175472

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

2017 FEB 10 PM 1:25
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

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

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

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

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

Vendor Name:	Edge Education Group Institute, Inc.		
Subject:	Challenge Grant	Department:	ECO DEV
Action Requested:	Approval for a South Dallas/Fair Park Trust Fund Challenge Grant not to exceed \$5,000 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.		
	Contract Term:	June 1, 2016 - June 1, 2017	

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a Challenge Grant in the amount of \$5,000 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Community Financial Literacy Program. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
051	ECO	0448		3016		ECO160448K006	VS0000077453	\$5,000

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

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

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

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

By Department Director: [Signature] DATE: 1/12/17

Approved as to form by City Attorney: [Signature] DATE: 1/26/17

By Assistant City Manager: [Signature] DATE: 1-12-17

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



175473

RECEIVED

2017 MAR 20 PM 4:58

CITY SECRETARY
DALLAS, TEXAS

Memorandum

Date: March 20, 2017
To: Rosa A. Rios, City Secretary
Subject: Correction to Administrative Action No 17 5473 dated 1/12/17

Administrative Action Funding Section should read as follows:

~~Vendor VS90741~~, **Vendor VS92710**

Amount \$31,500

Please make the necessary corrections to your records

Thank You

A handwritten signature in black ink, appearing to read 'Karl Zavitkovsky'.

Karl Zavitkovsky

Director

Office of Economic Development

RAR 3/20/17
3/22/17
R



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175473

EFFECTIVE DATE

JAN 12 2017

CITY OF DALLAS

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

RECEIVED
2017 FEB 10 PM 1:26
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: On the Road Lending

Subject: CBN Grant **Department:** ECO DEV

Action Requested: Approval for a South Dallas/Fair Park Trust Fund CBN Grant not to exceed \$31,500 to authorize and make payable to the above named vendor. Effective date June 1, 2016 pursuant to CR 16-1830 date November 9, 2016.

Contract Term: June 1, 2016 – June 1, 2017

Background: The South Dallas/Fair Park Trust Fund Advisory Board approved a CBN Grant in the amount of \$31,500 to the above named vendor. The funds will be used to reimburse a portion of the cost of the Provisional "First Steps" Transportation Program project. The SD/FPTF grant will be used in the target area census tracts 25, 27.01, 27.02, 28, 29, 34, 35, 36, 37, 38, 39, 39.02 and 40.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0351	ECO	0448		3016		ECO160448K019	VS90741	\$31,500

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

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

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

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

By Department Director: Karl Zentgraf DATE: 1/12/17

Approved as to form by City Attorney: Walter Miller DATE: 1/26/17

By Assistant City Manager: Tommy S E DATE: 1-12-17

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



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175474

EFFECTIVE DATE

February 09, 2017

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

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

RECEIVED
2017 FEB 13 AM 8:38
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: System Innovators, Inc.

Subject: iNovah Service Contract Extension Department: Communication & Information Services

Action Requested: Authorize the 11th Amendment to extend the contract for an additional six months.
Contract Term: 1/1/2017 to 6/30/2017

Background: The Sustainable Development & Construction Department uses iNovah as their automated cashiering system to collect permit and building fees from the public. This extension will continue maintenance and support while a new long-term contract is finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0150	DEV	3141		3110		DSV17SIICO5	349363	\$26,298.50
TOTAL:								\$26,298.50

Project No: Commodity Code: 92045 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
5	11-3214	12/14/2011	\$298,236.00	\$33,284.00	\$59,582.50	19.98%

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

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

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

William Finch
By Department Director

DATE

Don Knight
Approved as to form by City Attorney
DATE

Mark McDaniel
By Assistant City Manager

02/09/17
DATE

SR



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175475

EFFECTIVE DATE

FEB 9 2017

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

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

RECEIVED
2017 FEB 13 AM 8:40
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

Vendor Name: Net Transcripts Inc. *This was done in 2016.*

Subject: Court Reporting Services Department: Business Development & Procurement Services

Action Requested: Authorize the extension of Service Contract BRZ 1255 until 02/13/19.
Contract Term: 02/14/2017 To 02/13/2019

Background: On February 13, 2013 Council authorized a service contract with Net Transcripts Inc. (VS0000046242) in the amount of \$224,310.00 for Court Reporting Services. This service contract resulting from Solicitation BRZ1255 will provide services for court reporters and translation transcribers to take verbatim transcriptions of legal proceedings. Such proceedings could be, but are not limited to, depositions, appellate hearings, meetings, witness statements and any other proceedings where accurate written accounts are necessary. This extension will allow for the continuation of services with Net Transcripts Inc. with additional cost saving pricing options attached under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BRZ1255	VS0000046242	\$0.00

Project No.: Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0284	2/13/2013	\$224,310.00	0	\$0.00	0

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

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
\$	\$	\$	\$	\$	

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

By Department Director *[Signature]* 2/9/17 DATE Approved as to form by City Attorney *[Signature]* 2/13/2017 DATE

[Signature] By Assistant City Manager 2/9/17 DATE

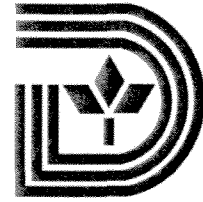
175476

Memorandum

RECEIVED

2017 JUN -6 PM 4: 20

CITY SECRETARY
DALLAS, TEXAS



City of Dallas

DATE June 6, 2017

TO City Secretary's Office

SUBJECT Correction to Administrative Action 17-5476

The subject Administrative Action was approved on February 10, 2017 authorizing services from Magickie Inc. DBA Ponchaveli Studios for Fire Station No. 6 Art Project.

The following changes are needed to correct financial/funding information (additions / ~~deletions~~):

Fund: 8T33
Dept: PBW
Unit: PA42
ACTV: PUBA
Obj: 4425 3099

Encumbrance: PBW06PA42D1
Vendor: VS88964
Amount: \$700.00
Commodity Code: 92500
Financing: 2006 Bond Funds

Point of contact for additional information is Kay Kallos at (214) 670-3281.

Cliff Gillespie
Business Operations Manager
Office of Cultural Affairs

cc: Kay Kallos, Public Art Program Manager, OCA

RAE 4/7/17
8/6/17

Memorandum

RECEIVED

2017 MAR -2 PM 1:14

CITY SECRETARY
DALLAS, TEXAS

CITY OF DALLAS

DATE February 28, 2017
TO City Secretary Office
SUBJECT Correction to Object Code

The Administrative Action for Magickie Inc. DBA Ponchaveli Studios, the object code has been updated. The object code should be **3099**. Should you have any questions please contact Drema Chávez 214.670.3284 or email drema.chavez@dallascityhall.com.

Thank you,

David Fisher,
Assistant Director
Office of Cultural Affairs

Attachment



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

175476

EFFECTIVE DATE

2.10.17
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 13 AM 8:53
RECEIVED

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

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

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

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

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

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

Vendor Name: **Magickie Inc. DBA Ponchaveli Studios**

Subject: **Fire Station No. 6 Art Project** Department: **Office of Cultural Affairs**
Action Requested: Authorization is requested to pay the attached invoice for services rendered related to Fire Station No. 6 design proposal and presentation for a site-specific artwork by Magickie Inc. DBA Theo Ponchaveli Studios. The artist presented a model/CAD, estimated budget for review to the artist selection panel.

Contract Term: 12/7/15 to 1/24/17

Background: Following the process outlines in the Dallas City Code and Cultural Policy, the project was competitively advertised, and Theo Ponchaveli was selected as one of the three short-listed artists to prepare proposals for consideration by the artist selection panel. Each artist selected received a stipend of \$700.00 to cover the costs of producing a public art concept proposal for the park. The stipend must cover all costs of site visits, site research, production of a site-specific public art concept, shipping of the maquette (where applicable) and travel to make a presentation of the proposal to a selection panel. Artist understands that payment will be made within 30 business days from Park and recreation Department approval of invoice. Attached is the contractor's Cultural Services Proposal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
8T33	PBW	PA42	PUBA	4425	PB06PA42	PBW06PA42D1	VS88964	\$700.00

Project No.: Commodity Code: 92500 Financing: 2006 BOND

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 1/27/17 DATE

Approved as to form by City Attorney *[Signature]* 2-3-17 DATE

By Assistant City Manager *[Signature]* 2/10/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175477

EFFECTIVE DATE

02/10/2017 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB 13 AM 9:19
 CITY SECRETAR
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Associated Time & Parking Controls

Subject: Central Library Garage Parking System Department: Library

Action Requested: Authorize payment of \$920.25 for emergency repairs made to the Central Library garage parking system.

Contract Term: ___ To ___

Background: Equipment malfunctions resulted in the need for emergency repairs to the parking garage system in order for it to be fully operational. There is currently no master agreement in place for this service. Associated Time & Parking Controls installed the existing parking system and is sole source vendor for the system's hardware.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	LIB	5321		3110		CT-LIB17-5321-E028-A	062275	\$920.25

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <i>[Signature]</i>	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

02.03.17
DATE

[Signature] 2/13/2017
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

2/10/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175478

EFFECTIVE DATE

FEB 13 2017
CITY SECRETARY
DALLAS, TEXAS
RECEIVED
FEB 13 AM 9:19

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Extension of the Service Contract

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No *BRZ*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No *BRZ*

Vendor Name: All American Reporting (359974)

Subject: Court Reporting Services Department: Business Development & Procurement Services

Action Requested: Authorize the extension of Service Contract BRZ1255 until 02/13/19.

Contract Term: 02/14/2017 To 02/13/2019

Background: On February 13, 2013 Council authorized a service contract with All American Reporting (359974) in the amount of \$398,857.50 for Court Reporting Services. This service contract resulting from Solicitation BRZ1255 will provide services for court reporters and translation transcribers to take verbatim transcriptions of legal proceedings. Such proceedings could be, but are not limited to, depositions, appellate hearings, meetings, witness statements and any other proceedings where accurate written accounts are necessary. This extension will allow for the continuation of services with All American Reporting under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BRZ1255	359974	\$0.00

Project No.:	BRZ1255	Commodity Code:	96124	Financing	Current Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-0284	2/13/2013	\$398,857.50	0	\$0.00	0

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175479

EFFECTIVE DATE

JAN 27 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) Price increase of Master Agreement

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Toter, LLC (333498)

Subject: Master Agreement price adjustment **Department:** Business Development & Procurement Services

Action Requested: Price adjustment from manufacturer of master agreement BW1604 for 3 months under the terms of the National IPA Cooperative Agreement.

Contract Term: 04/21/16 to 04/20/19

Background: On February 10, 2016 Dallas City Council authorized a three-year master agreement for the purchase of waste and recycling collection roll carts authorized with Toter, LLC (333498) through the National IPA in an amount not to exceed \$3,683,408.00 by Resolution No. 16-0268. In accordance with Paragraph 6 Special Terms and Conditions of the cooperative purchasing agreement (Contract #120576), the vendor shall be allowed to make quarterly price adjustments upon written notification in support of market changes surrounding the cost of resin. The attached documents reflect the price adjustments approved by City of Tucson and Toter, LLC which will go into effect on February 1, 2017. Upon final approval by the City of Dallas, this master agreement will continue under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						BW1604	333498	N/A

Project No.:	BW1604		Commodity Code:	45065		Financing	Current Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage		
2	16-0268	2/10/2016	\$3,683,408.00	0	N/A	N/A		

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] DATE: 1/26/17

Approved as to form by City Attorney: [Signature] DATE: 2-6-17

By Assistant City Manager: [Signature] DATE: 1/27/17

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 2017 FEB 13 AM 9:10
 CITY SECRETARY
 DALLAS, TEXAS



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175480

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2/1/2017
2017 FEB 13 PM 2:52
CITY SECRETARY
DALLAS, TEXAS
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APP

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Veterinary Anesthesia Systems, Inc.

Subject: Annual anesthesia machine preventive maintenance Department: Code Compliance Services

Action Requested: Authorize payment after services rendered to subject vendor for preventive maintenance on four (4) anesthesia machines located in the surgery suite at 1818 N. Westmoreland Rd.

Contract Term: February 2017 - July 2017

Background: Dallas Animal Services (DAS) submitted a request for a vendor to perform preventive maintenance on four (4) anesthesia machines at the animal shelter. Purchasing authorized the services to be completed by the subject vendor.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	CCS	3476	CC03	3110		17CCS3476A400	VC0000003815	\$901.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director Ked DATE 1/30/17 Approved as to form by City Attorney Ronde Sul DATE 2/13/17

By Assistant City Manager [Signature] DATE 2/1/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175481

EFFECTIVE DATE

JAN 19 2017

CITY SECRETARY
DALLAS, TEXAS

2017 FEB 9 PM 3:08

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

IHEART	iHeart Media		
Subject:	Radio Advertising	Department:	Dallas Police Department
Action Requested:	The proposed vendor will provide advertising services for the Recruitment Division of the Dallas Police Department, to connect with station contacts utilizing Clear Channel Stations in the Baton Rouge, LA market.		
	Contract Term:		

Background: I Heart Media consist of more than 850 radio stations, and offer advertisers local activation and national reach. Individual station brands give advertisers the ability to connect with diverse audiences in local markets across the country. I Heart utilizes Station Search to connect with station contacts in any specified area and other markets. These radio advertisements are to promote Dallas Police recruiting efforts in Baton Rouge in February 2017..

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:	0001	DPD	2115		3320		PX2115AA17D18	VS0000029337	\$2,130.00

Project No.:				Commodity Code:	91514	Financing	Current funds
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Daniel Ruffin 1-17-17 Don Knight 1/5/17
 By Department Director DATE Approved as to form by City Attorney DATE
AS 1-12-17 Eric Campbell 1/19/2017
 By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175482

EFFECTIVE DATE

JAN 19 2017

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CITY SECRETARY
DALLAS, TEXAS
FEB 3 PM 3:08

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79⁹ of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

IHEART I Heart Media
Subject: Radio Advertising **Department:** Dallas Police Department

Action Requested: The proposed vendor will provide advertising services for the Recruitment Division of the Dallas Police Department, to connect with station contacts utilizing Clear Channel Stations in the North Texas market.

Contract Term:

Background: I Heart Media consist of more than 850 radio stations, and offer advertisers local activation and national reach. Individual station brands give advertisers the ability to connect with diverse audiences in local markets across the country. I Heart utilizes Station Search to connect with station contacts in any specified area and other markets. These radio advertisements are to promote Dallas Police recruiting efforts in the DFW metroplex.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DPD	2115		3320		PX2115AA17C14	VS0000029337	\$7,590.00
Funding:								

Project No.: **Commodity Code:** 91514 **Financing:** Current funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

David R. Pugh 1-17-17 *Aron Knight* 12/22/16
By Department Director DATE Approved as to form by City Attorney DATE

Erin Campbell 1/19/2017
By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175483

EFFECTIVE DATE

2-7-17 (8)

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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 2017 FEB 13 PM 4:13
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached? Yes No

Vendor Name: El Creative Inc

Subject: Graphic Design & glass etching Department: Aviation (Non-general)

Action Requested: Payment of invoice for services rendered not covered under the current Master Agreement BUZ1605

Contract Term: February 1, 2017 To March 31, 2017

Background: Dallas Love Field had a glass etching produced to commemorate the location of President Lyndon B. Johnson's Oath of Office. There is a Master Agreement in place with El Creative for design work but it does not cover payment to vendor for both the design and production of the requested design. DOA requested both, misunderstanding the terms of the master agreement before the product was ordered and subsequently installed. Payment to vendor not to exceed \$3,976.32.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0130	AVI	7717	AV30	3070		AVIECI020117	VS0000001394	\$3,976.32

Project No.: Commodity Code 96600 Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

2/1/17
DATE

[Signature]
Approved as to form by City Attorney
DATE

[Signature]
By Assistant City Manager

2/7/14
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175484

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

FEB 6 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB 14 AM 8:14
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

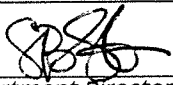
Vendor Name:	Moir Watershed Services, LLC		
Subject:	Grounds Maintenance – Trinity River Corridor Properties	Department:	Trinity Watershed Management
Action Requested:	Authorize a three (3) year service contract for Grounds Maintenance on Trinity River Corridor properties		
	Contract Term:	03/01/17 To 02/28/20 ^{BAW}	
Background:	Trinity River Corridor properties, including the Ronald Kirk Bridge, Felix H. Lozada, Sr. Gateway and Cedar Crest/Martin Luther King Gateway, require maintenance of the grounds and landscaping. Services to be provided through this service contract include mowing, tree and shrub trimming, weed eating and litter pickup. This contract will allow the vendor to provide the required services		

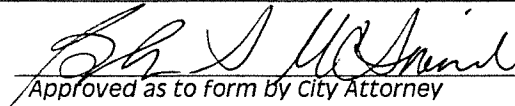
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	TWM	3009	TRPP	3072		TWM3009BM18	VS0000071835	\$24,942.00
Project No.:		Commodity Code:			98836	Financing	Current TWM Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage		
N/A								


M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

 2/7/17 DATE
 By Department Director

 2/14/2017 DATE
 Approved as to form by City Attorney

 2/8/17 DATE
 By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175485

EFFECTIVE DATE

FEB 13 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension Request**

RECEIVED
 2017 FEB 14 AM 11:14
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Security Safety and Supply, Inc. (508648)

Subject: Personal Protective Clothing and Equipment Department: Business Development & Procurement Services

Action Requested: Extension of master agreement with Security Safety and Supply, Inc. for 6 (six) months under the same terms and conditions to enable City Departments the ability to purchase personal protective clothing and equipment and allow time to work on a new solicitation process.
Contract Term: 2/12/17 To 8/11/17

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with Security Safety and Supply, Inc. (508648) for the purchase of personal protective clothing and equipment in the amount of \$155,497.43, by Resolution #14-0291 from solicitation # BY1333.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:		POM					BY1333	508648	\$0.00

Project No.: BY1333 Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	14-0291	2/12/14	\$155,497.43	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] 2/11/17 DATE

Approved as to form by City Attorney: [Signature] 2/14/2017 DATE

By Assistant City Manager: [Signature] 2/13/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175486

EFFECTIVE DATE

FEB 3 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79° of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension Request**

RECEIVED
 2017 FEB 14 AM 11:11
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Safety Supply, Inc. (138114)

Subject: Personal Protective Clothing and Equipment Department: Business Development & Procurement Services

Action Requested: Extension of master agreement with Safety Supply, Inc. for 6 (six) months under the same terms and conditions to enable City Departments the ability to purchase personal protective clothing and equipment and allow time to work on a new solicitation process.

Contract Term: 2/12/17 To 8/11/17

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with Safety Supply, Inc. (138114) for the purchase of personal protective clothing and equipment in the amount of \$545,457.90, by Resolution #14-0291 from solicitation # BY1333.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BY1333	138114	\$0.00

Project No.: BY1333 Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	14-0291	2/12/14	\$545,457.90	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature]

DATE

2/1/17

Approved as to form by City Attorney

[Signature] 2/14/2017

DATE

By Assistant City Manager

[Signature]

DATE

2/3/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175487

EFFECTIVE DATE

FEB 3 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension Request**

RECEIVED
2017 FEB 14 AM 11:11
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No
4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Lone Star Safety and Supply, Inc. (VS0000024771)

Subject: Personal Protective Clothing and Equipment **Department:** Business Development & Procurement Services

Action Requested: Extension of master agreement with Lone Star Safety and Supply, Inc. for 6 (six) months under the same terms and conditions to enable City Departments the ability to purchase personal protective clothing and equipment and allow time to work on a new solicitation process.

Contract Term: 2/12/17 To 8/11/17

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with Lone Star Safety and Supply, Inc. (VS0000024771) for the purchase of personal protective clothing and equipment in the amount of \$209,581.78, by Resolution #14-0291 from solicitation # BY1333.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:		POM					BY1333	VS0000024771	\$0.00

Project No.:	BY1333		Commodity Code:			Financing	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage	
1	14-0291	2/12/14	\$209,581.78	N/A	N/A	N/A	

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] 2/11/17 DATE

Approved as to form by City Attorney [Signature] 2/14/2017 DATE

By Assistant City Manager [Signature] 2/3/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175488

EFFECTIVE DATE

FEB 9 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension Request**

RECEIVED
 2017 FEB 14 AM 11:10
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Motion Industries, Inc. (001973)

Subject: Personal Protective Clothing and Equipment **Department:** Business Development & Procurement Services

Action Requested: Extension of master agreement with Motion Industries, Inc. for 6 (six) months under the same terms and conditions to enable City Departments the ability to purchase personal protective clothing and equipment and allow time to work on a new solicitation process.

Contract Term: 2/12/17 To 8/11/17

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with Motion Industries, Inc. (001973) for the purchase of personal protective clothing and equipment in the amount of \$310,185.83, by Resolution #14-0291 from solicitation # BY1333.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
	POM					BY1333	001973	\$0.00

Project No.:	BY1333	Commodity Code:		Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this order	Total Change Order Percentage
1	14-0291	2/12/14	\$310,185.83	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 2/6/17 DATE
 Approved as to form by City Attorney *[Signature]* 2/14/2017 DATE
 By Assistant City Manager *[Signature]* 2/9/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175489

EFFECTIVE DATE

FEB 3 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^e of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension Request**

RECEIVED
FEB 14 AM 11:16
CITY SECRETARIAL
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Evco Partners LP dba Burgoon Company (246097)

Subject: Personal Protective Clothing and Equipment Department: Business Development & Procurement Services

Action Requested: Extension of master agreement with Evco Partners LP dba Burgoon Company for 6 (six) months under the same terms and conditions to enable City Departments the ability to purchase personal protective clothing and equipment and allow time to work on a new solicitation process.

Contract Term: 2/12/17 To 8/11/17

Background: On February 12, 2014, Dallas City Council awarded a three year term master agreement with Evco Partners LP dba Burgoon Company (246097) for the purchase of personal protective clothing and equipment in the amount of \$92,740.90, by Resolution #14-0291 from solicitation # BY1333.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:		POM					BY1333	246097	\$0.00

Project No.: BY1333 Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
1	14-0291	2/12/14	\$92,740.90	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] 2/11/17 DATE Approved as to form by City Attorney [Signature] 2/14/2017 DATE

By Assistant City Manager [Signature] 2/3/17 DATE



ADMINISTRATIVE ACTION

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175490

EFFECTIVE DATE

FEB 10 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79C of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB 14 PM 12:4
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: YHL Corporation dba Classic Cleaners & Tailoring *BAM*

Subject: Laundry Service Department: Equipment and Building Services (EBS)

Action Requested: Authorize Master Agreement Service Account Contract for Table Linen Laundry Service.

Contract Term: 02/01/2017 - 01/31/2019

Background: This AA authorizes the establishment of a Master Agreement with YHL Corporation dba Classic Cleaners & Tailoring for linen service. The Special Events Unit of Equipment and Building maintains responsibilities for special events Citywide.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	EBS	3063		3020		EBS17MASC10	VC16555	\$24,687.00
TOTAL								\$24,687.00

Project No.: Commodity Code: 95405 Financing: Current

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$ <i>0</i>	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

E-JR
By Department Director

2/9/2017
DATE

Sh. McShane 2/14/2017
Approved as to form by City Attorney DATE

Jill Gurd 2/10/17
By Assistant City Manager DATE



ADMINISTRATIVE ACTION

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175491

EFFECTIVE DATE

RECEIVED
CITY SECRETARY
FALLS, TEXAS
FEB 6 2017
FEB 14 2M 12:46

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) 3 year Extension of Service Contract

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Swank Motion Pictures, Inc.

Subject: Night at the Movies Department: Trinity Watershed Management

Action Requested: Authorize a three (3) year master agreement extension for the purchase of movie licenses previously authorized by Administrative Action 155228.

Contract Term: 02/01/2017 To 01/31/2020

Background: This action will allow for a three (3) year extension of the master agreement for the purchase of multiple one-time use movie licenses previously authorized by AA 155228 with Swank Motion Pictures, Inc. The movies will be shown one time during movie night in a Trinity River Corridor location. All movies will be kid-friendly and have a "G" rating as rated by the Motion Picture Association of America.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	TWM	3009	TRPP	3099			VS0000037793	\$0

Project No.: Commodity Code: 97737 Financing: No Cost Consideration

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-5228	01/08/15	\$30,528.00	0	0.00	0%

M/WBE INFORMATION- Prime and subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney DATE

By Assistant City Manager

2/6/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175492

EFFECTIVE DATE

1/12/2017

CITY SECRETARY
DALLAS, TEXAS
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FEB 14 PM 3:13

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

Vendor Name: **Oncor Electric Delivery Company LLC**

Subject: **Electrical Service Installation** Department: **Dallas Water Utilities**

Action Requested: Perform the following:

1. Install one CL3 45' electrical power pole.
2. Extend #4/0 Feeder from existing pole
3. Install 240/480volt transformer bank with fuses
4. Install #4/0 quad service and new transocket

Contract Term: **May 2016 To June 2017**

Background: An infestation of Zebra Mussel was found at Bachman Water Treatment Plant's source water supply. To protect Dallas Water Utility infrastructure and the water supply, a chemical system was constructed to combat the mussel. A new electrical service was required to power this chemical system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
100	DWU	7273	652-C	3110	Job	CTDWU7273 D1714	255302 SP.	\$10,554.09

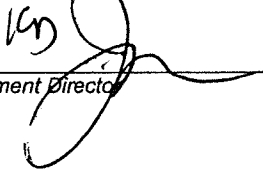
Project No.: _____ Commodity Code: **91438** Financing: _____

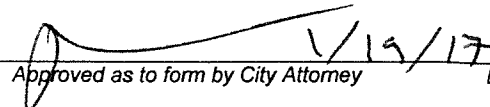
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

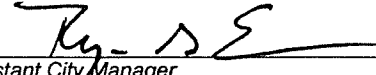
M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director:  DATE: **1-17-17**

Approved as to form by City Attorney:  DATE: **1/19/17**

By Assistant City Manager:  DATE: **1-12-17**



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175493

EFFECTIVE DATE

JAN 20 2017

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 14 PM 3:13

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: TX Department of State Health Services (DSHS)

Subject: On-line Computer Services Department: DWU - Bureau of Vital Statistics

Action Requested: Increase funding by \$16,000 to continue online search/printing of records from DSHS in order to issue birth certificates. DSHS charges \$1.83 for each birth record printed from their on-line system.

Contract Term: 09-01-15 To 08-31-17

Background: The City of Dallas' Bureau of Vital Statistics is responsible for issuing birth and death certificates. Through this contract, the City pays DSHS \$1.83 for each birth record printed from the State's database. The 2-year contract was approved by City Council on 10-14-15. Due to increase in the sale of birth certificates printed from the State, the funds are being depleted faster than anticipated.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0100	DWU	4012		3099		CTDWU4012L1718M	214083	\$16,000

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
01	151888	10-14-15	\$50,000	0	\$16,000	32%

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

1.18.17
DATE

Approved as to form by City Attorney
2/10/17
DATE

By Assistant City Manager
1/20/17
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175494

EFFECTIVE DATE

11/2/2017 sp.

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2017 FEB 14 PM 3:13
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^a of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Pallas Realty Advisors

Subject: ICI Rebates Department: Dallas Water Utilities

Action Requested: Approval of an Industrial, Commercial, Institutional (ICI) rebate application pursuant to Council Resolution No. 120530 adopted on 02/22/2013. Authorize payment of \$9,494 for replacement of toilets, showerheads, and aerators for the Stratford Hills II Apartments water conservation project.

Contract Term: N/A To

Background: The ICI rebates are an extension of the ICI audits conducted by the City of Dallas to help high water-use customers identify opportunities to reduce their water consumption. Rebate amounts are the lesser of, half the cost of the purchase price of the equipment or \$1.00 per gallon per day saved. Maximum amount is \$100,000. This rebate is based on 9,494 gallons saved per day. Rebates for individual projects in excess of \$25,000 require Council approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0713	DWU	7138		3099	Conservation	CTDWU7138C1709	*77941	\$9,494

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] DATE 1/10/17 Approved as to form by City Attorney [Signature] DATE 1/12/17

By Assistant City Manager [Signature] DATE 1-12-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175495

EFFECTIVE DATE

1/12/2017 sp.

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Approval to lease the Mountain View College Performance Hall at no cost to the City of Dallas for the purpose of conducting a one-day Water-Wise Landscape Seminar

RECEIVED
 2017 FEB 14 PM 3:12
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Mountain View College - Dallas County College Community District

Subject: Lease contract with Mountain View College to use their Performance Hall for a one-day Water-Wise Landscape Seminar on February 18, 2017

Department: Dallas Water Utilities

Action Requested: Authorize the City to execute a lease contract for a one-day Water-Wise Landscape Seminar at no charge to the City for the purpose of educating the public on ways to save water and money in their landscapes.

Contract Term: 02-18-17 To 02-18-17

Background: In the interest of providing information to public on ways to save water and money in their landscapes, a one-day Water-Wise Landscape Seminar has been scheduled at Richland College.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0100								No cost consideration

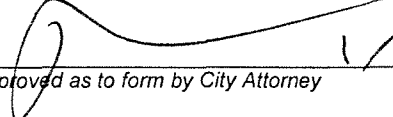
Project No.:	Commodity Code:	Financing				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

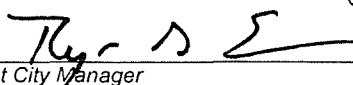
M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director  1/15/17 DATE

Approved as to form by City Attorney  1/12/17 DATE

By Assistant City Manager  1-12-17 DATE

Memorandum

RECEIVED

2019 JUL -9 PM 3: 31

CITY SECRETARY DALLAS, TEXAS



CITY OF DALLAS

DATE July 1, 2019

TO City Secretary
SUBJECT Correction to Administrative Action 175496

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved on 12/21/2016 authorizing Scope and Budget for Water Quality Modeling Support for Dallas Water Utilities

Change(s) is/are needed to correct (select all applicable):

- Typo
Financial/funding information
Obvious error from CR context

Administrative Action Funding Section should read as follows:

Table with 10 columns: Funding, FUND, DEPT, UNIT, ACTV, OBJ, Program, Encumbrance, Vendor, Amount. Row 1: 100, DWU, 7140, 3070, CTDWU7140C1706, 165323, \$18,000.00. Row 2: 7030, CTDWU7030C1706

Department: Dallas Water Utilities

Director (or designee.): [Signature] 7/1/19 Date

TERRY LOWERY Print Name

Attachment for reference: Council Resolution [number], and if applicable, previous correction memo(s)

OFS: [X] Approved [] Denied Is ATT Approval Needed? [] Y [X] N

OFS: [Signature] 7/9/19 Date

Ivan Goel Print Name

ATT: [] Approved [] Denied

Assistant City Attorney: [Signature] [Date]

[Signature] Print Name

Handwritten signature and date 7/10/19



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175496

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

DEC 21 2016

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2017 FEB 14 PM 3:23
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Alan Plummer Associates, Inc.

Subject: Scope and Budget For Water Quality Modeling Support For Dallas Water Utility
Department: Dallas Water Utilities

Action Requested: Alan Plummer Associates, Inc. will provide on-call modeling support to DWU's staff on surface water quality modeling projects. Services may include advising DWU on model setup, assisting in the post-processing of model results, review of model calibration, or other similar services related to water quality model development, processing, calibration, or debugging.

Contract Term: n/a sep. To n/a.

Background: This service is to support the engineer in the Dallas Water Utilities, Planning Division regarding surface water quality modeling projects.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
100	DWU	7140		3070		CTDWU7140C1706	165323	\$18,000.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <u>0</u>	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] DATE 12/19/16 Approved as to form by City Attorney [Signature] DATE 1/17/17

By Assistant City Manager [Signature] DATE 12-21-16

175497

Exhibit C
Memorandum

RECEIVED

2018 JAN 11 AM 10:38

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE 1/8/2018

TO City Secretary
SUBJECT Correction to AA 17-5497

This is the first (Yes) correction to the subject Administrative Action.

The subject Administrative Action was approved on 5/31/2017 authorizing:
Authorize a three-year service agreement for Automated Chemistry Analyzer for Dallas Water Utilities.

Change(s) is/are needed to correct (select all applicable):

Typo Financial/funding information Obvious error from CR context

From: Encumbrance Vendor
MASCCTDWU7042H1733M VS0000016969

To: Encumbrance Vendor
DWU-2017-00002075 VS0000078260

Department: Dallas Water Utilities

Director (or designee): [Signature]
Signature

1/8/18
Date

Terry S. Lowery
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]
Signature

1/8/2018
Date

Janette Weedon
Print Name

ATT: Approved Denied

Assistant City Attorney: _____
Signature

Date

Print Name

[Handwritten Signature]
1/11/18

Exhibit C
Memorandum

RECEIVED

2017 DEC 14 AM 11:01

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE 12/13/2017

TO City Secretary
SUBJECT Correction to AA 17-5497

This is the first (Yes) correction to the subject Council Resolution. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 1/12/2017 authorizing:
Authorize a service agreement for assistance in developing modifications to the existing Industrial, Commercial and Institutional (ICI) Rebate Program. Vendor selected through an informal bid process conducted by Business Development and procurement services. A proposal and scope of services to be performed under this contract is attached.

Change(s) is/are needed to correct (select all applicable):

Typo Financial/funding information Obvious error from CR context

The Administrative Action was approved for an amount of \$25,5000, however, CTDWU7140L1670 was set up for and paid \$15,000. A modification to CTDWU7140L1670-1 for the remaining balance of \$10,500 will allow for final payment to the vendor.
Contract ID number DWU-2018-00004963

Department: Dallas Water Utilities

Director (or designee.): [Signature] 12/13/17 Date
Signature Date
Terry S. Lowery
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] 12/14/17 Date
Signature Date
Janette Weedon
Print Name

ATT: Approved Denied

Assistant City Attorney: _____
Signature Date

Print Name

[Handwritten signature]
12/15/17



ADMINISTRATIVE ACTION

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175497

EFFECTIVE DATE

1/12/2017
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 14 PM 4:37
RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Alan Plummer and Associates, Inc. (VS0000165323)

Subject: Service Contract for ICI Rebate Program
Department: Dallas Water Utilities

Action Requested: Authorize a service agreement for assistance in developing modifications to the existing Industrial, Commercial and Institutional (ICI) Rebate Program. Vendor selected through an informal bid process conducted by Business Development and procurement services. A proposal and scope of services to be performed under this contract is attached.

Contract Term: 01/01/17 To 01/01/18

Background: The 2016 Water Conservation Five-year Work Plan adopted by Council Resolution 160997 on 6/15/16 recommended restructuring of the calculation methodology for the current ICI Rebate Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRA M	ENCUMBRANCE	VENDOR	AMOUNT
0100	DWU	7140		3070		MASC-CTDWU7140L1670	*165323	\$25,500.00

Project No.:	Commodity Code:	Financing				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 1/18/17 DATE
Approved as to form by City Attorney 1/19/17 DATE

By Assistant City Manager 1-12-17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175498

EFFECTIVE DATE

01/13/2017 *BA*

CITY SECRETARY
DALLAS, TEXAS
2017 FEB 15 AM 9:37
RECEIVED

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Association of Persons Affected by Addictions *BAAC*

Subject: Texas Veterans Commission Grant Department: City Attorney's Office - Community Court

Action Requested: Authorize a contract between the City of Dallas and Association of Persons Affected by Addiction (APAA) to provide recovery support services and drug test randomization for the defendants in the Veterans Treatment Court program in the amount not to exceed \$20,000.00.
Contract Term: July 1, 2016 to June 30, 2017

Background: On June 22, 2016, City Council by Council Resolution No. 16-1118 accepted \$300,000 in grant funds from the Texas Veterans Commission's Fund for Veterans Assistance to establish Veterans Treatment Court program that will incorporate alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination specifically for veterans. Under this contract, APAA will provide recovery support services and drug test randomization for the defendants in the Veterans Treatment Court program in the amount not to exceed \$20,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
S302	ATT	1955	AT04	3070		ATTAPAAVTC	517572	\$20,000.00

Project No.: Commodity Code: 94886 Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 1-13-17 DATE Approved as to form by City Attorney *[Signature]* 1-17-17 DATE

By Assistant City Manager *[Signature]* 1/13/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175499

EFFECTIVE DATE

01/13/2017 *BRD*

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2017 FEB 15 AM 9:37
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Turtle Creek Manor, Inc. dba Turtle Creek Recovery Center

Subject: Texas Veterans Commission Grant Department: City Attorney's Office – Community Court

Action Requested: Authorize a contract between the City of Dallas and Turtle Creek Manor, Inc. dba Turtle Creek Recovery Center to provide inpatient and outpatient treatment services for the defendants in the Veterans Treatment Court program in the amount not to exceed \$40,000.00.
Contract Term: July 1, 2016 to June 30, 2017

Background: On June 22, 2016 City Council by Council Resolution No. 16-1118 accepted \$300,000 in grant funds from the Texas Veterans Commission's Fund for Veterans Assistance to establish Veterans Treatment Court program that will incorporate alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination specifically for veterans. Turtle Creek Manor, Inc. dba Turtle Creek Recovery Center will provide inpatient and outpatient treatment services for the defendants in the Veterans Treatment Court program in the amount not to exceed \$40,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
S302	ATT	1955	AT04	3070		ATTURTLECREEKVTC	265410	\$40,000.00

Project No.: Commodity Code: 94886 Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 1-13-17 DATE

Approved as to form by City Attorney *[Signature]* 1-17-17 DATE

By Assistant City Manager *[Signature]* 1/13/17 DATE

[Handwritten mark]



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

165500

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2-13-17
RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 15 AM 10:49

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^a of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Greenville Transformer Co., Inc.

Subject: Replacement of FR3 fluid Department: Trinity Watershed Management

Action Requested: Funds needed to pay invoice

Contract Term: One-time Payment

Background: Emergency repair of transformer

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0061	SDM	4792	SD01	3099		SDM 4792 BM 64	VS90801	\$ 2,700.00

Project No.: Commodity Code: 40575 Financing: Current SDM Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION: Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director
D.P.

2/8/17
DATE

Approved as to form by City Attorney
DATE

By Assistant City Manager

2/13/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175501

EFFECTIVE DATE

12/19/2016 *ADW*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) **Master Agreement Extension**

RECEIVED
CITY SECRETAR
DALLAS, TEXAS
NOV 15 PM 12:37

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Hess Construction, LLC (VS0000081429)

Subject: Lake Ray Hubbard Trash & Debris Removal/Trinity River Cleanup Department: BDPS

Action Requested: Extend the Master agreement for Lake Ray Hubbard Trash & Debris Removal/Trinity River Cleanup for a period of 24 months.

Contract Term: 1/8/2017 To 1/7/2019

Background: On January 22, 2014 Council approved a three (3) year term master agreement with Hess Construction, LLC (VS0000081429) in the amount of \$452,943.64 by resolution #14-0174 from solicitation # BL1352. This new extension will allow for the continuation of this master agreement until 1/7/19 or until funds are depleted.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						BL1352	VS0000081429	N/A

Project No.: BL1352 Commodity Code: 92694 Financing: N/A

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
1	14-0174	1-22-14	\$452,943.64	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]*

12/13/16
DATE

Approved as to form by City Attorney *[Signature]* 2/15/17
DATE

By Assistant City Manager *[Signature]* 12/19/16
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175502

EFFECTIVE DATE

February 09, 2017

RECEIVED
CITY SECRETARY
FEB 15 PM 2:11
DALLAS TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Change order to contract >\$50K

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Tritech Software Systems

Subject: Computer-Aided Dispatch Software Upgrade Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement 4 for an upgrade the City's Computer-Aided Dispatch (CAD) system.
Contract Term: 2/1/2017 to 1/31/2020

Background: This action will allow for a software and hardware upgrade of the City's Computer-Aided Dispatch (CAD) system. This will provide increased security by placing the CAD application into a virtual environment, allowing for quicker back-ups and recovery of this critical public safety system.
This action does not encumber funds. The upgrade will be funded using cost savings in the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0897	DSV	3717		3070		DSV17CADUPGR	514648	\$0.00
TOTAL:								\$ 0.00

Project No:	Commodity Code:	Financing:	Current Funds			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	15-1736	9/22/2015	\$7,251,132.08	\$9,323.60	\$9,323.60	0.13%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch
William Finch (Jan 30, 2017)

By Department Director

DATE

Barbara A. McAninch
Barbara A. McAninch (Feb 10, 2017)

Approved as to form by City Attorney

02/10/17

DATE

Mark McDonald
Mark McDonald (Feb 09, 2017)

By Assistant City Manager

02/09/17

DATE

SR



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175503

EFFECTIVE DATE

February 13, 2017

RECEIVED
FEB 15 PM 2:15
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Sole Source Procurement <\$50,000

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Lexis Nexis Risk & Information Analytics Group, Inc.

Subject: ATACRAIDS Software Subscription Department: Communication & Information Services

Action Requested: Authorize a software subscription renewal to access the Automatic Tactical Analysis of Crime Regional Analysis and Information Data Sharing (ATACRAIDS) database utilized by the Dallas Police Department.

Contract Term: 7/1/2016 to 6/30/2018

Background: The Automated Tactical Analysis of Crime Regional Analysis and Information Data Sharing is an easy-to-use, secure online dashboard that enables national crime data sharing, pattern analysis, crime mapping and reporting.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0198	DSV	1675		3438		DSV17ATACRAID	VS0000016667	\$25,000.00
0198	DSV	1675		3438		DSV18ATACRAID	VS0000016667	\$25,000.00
TOTAL:								\$50,000.00

Project No: Commodity Code: Financing: Current Funds-Subject to Annual Appropriations

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch
William Finch (Sep 13, 2016)
By Department Director

Sep 19, 2016
DATE

Don Knight
Don Knight (Feb 13, 2017)
Approved as to form by City Attorney

02/13/17
DATE

SR

Mark McDaniel
Mark McDaniel (Feb 13, 2017)
By Assistant City Manager

02/13/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175504

EFFECTIVE DATE

FEB 03 2017

RECEIVED
CITY SECRETARY
FEB 15 PM 2:42

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: ARC Abatement, Inc.

Subject: Removal of mold affected dry wall Department: Park and Recreation

Action Requested: Authorize an encumbrance of \$3,564.00 for ARC Abatement, INC. The vendor will remove the drywall affected areas in a closet including the ceiling, a wall in the office and one behind the shelving units at Mildred Dunn (MYFI) Recreation Center. All affected areas after removal will be wet wiped with a biocide and cleaned. This includes labor, materials and compliance with federal, state and local laws governing abatement.

Contact: Lilean Stewart-670-8028

Contract Term: 1/20/17 To 2/20/17

Background: ARC Abatement Inc. is a hazardous material abatement contractor providing services for commercial, industrial, educational and government facilities across the US. Specific services include testing for asbestos, lead, mold and mildew, asbestos removal, asbestos abatement, remediation of mold, mildew and other hazardous materials.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	PKR	5178		3210		PKR17D004	508628	\$3,564.00

Project No.: Commodity Code: 96246 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Umin Dunn 2-01-17
By Department Director DATE

Christine Cannon 2-9-2017
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

Attested by: [Signature]
DATE

Max W. Wells
Original City Secretary
Max W. Wells, President
Park and Recreation Department

[Signature] 2/13/17
Dawna M. Ray, Secretary
REV 09/2012



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175505

EFFECTIVE DATE

FEB 03 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 05 PM 2:12

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Tex-Sun Shade Co.

Subject: Installation of blinds Department: Park and Recreation

Action Requested: Authorize an encumbrance of \$4,480.00 for Tex-Sun Shade Co. The vendor will install sheer weave 4400 U65 ebony roller shades in the fitness room, manager's office and two other activity rooms at Kiest Recreation Center.

Contact: April Garcia-670-1918

Contract Term: 01/30/17 To 2/28/17

Background: Tex-Sun Shade Co. was established in 1948. The company offers a wide selection of window coverings. Tex-Sun Shade Co. has been a BBB accredited business since 1/26/05.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	PKR	5152		3099		PKR17D003	141462	\$4,480.00

Project No.: Commodity Code: 96246 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature] 2-01-17 Department Director DATE *[Signature]* 2-9-2017 Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

02/03/17
Attested by:

[Signature] 2/13/17
Dawna M. Ray, Secretary
Park and Recreation Board

[Signature]
Max W. Wells, President
Park and Recreation Board



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175506

EFFECTIVE DATE

JAN 31 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB 15 PM 2:42
 CITY SECRETAR
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No *WK*

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No *WK*

Vendor Name: Dallas Independent School District

Subject: Facility Rental Department: Park and Recreation

Action Requested: Authorization of an encumbrance of \$10,000.00 for Dallas Independent School District. Recreation Services will be utilizing Dallas Independent School District facilities to host athletic events such as Senior Games, TAAF Track Meets, and Punt, Pass and Kick Sectional Competition. Fees for rental of Dallas Independent School District facilities are attached for reference (GKD Exhibit).

Contact: Sergio Garza, (214) 670-8039. Contract Term: 2/1/17 to 9/30/17

Background: Dallas Independent School District and the City of Dallas have an extensive relationships utilizing each other's facilities for programming. According to the current MOU between DISD and Dallas PKR, rental fees are only charged for programs/events not conducted for youth. As a result, fees are charged to utilize venues for events such as Senior Games. In addition, overtime cost occurring as a result of the rental must be paid by Dallas PKR.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
<i>WK</i> 0395	PKR	5012		3330		PKR17D006	255965	\$10,000.00

Project No.: Commodity Code: 97102 Financing Program Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature] 1-26-17
By Department Director DATE

[Signature] 2-9-2017
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

[Signature] 1/31/17
Attested by: DATE

Original - City Secretary

[Signature]
Max W. Wells, President

[Signature] 2/13/17
Dawna M. Ray, Secretary
REV 09/2012



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175507

EFFECTIVE DATE

JAN 31 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) Advertising

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No MH

Vendor Name: Lauren Publications Inc. dba Dallas Child

Subject: Advertising Summer Aquatics Programs Department: Park and Recreation

Action Requested: Authorize a master agreement of \$8,875.00 for Lauren Publication Inc. dba Dallas Child. The vendor will provide print and online advertising of summer aquatics programs in the Dallas Child's "Project Summer Fun" section. Print advertising will consist of a quarter page ad from March through July, online advertising will be an inclusion in the monthly Camp Guide and Everything Online directory and an email ad blast to 70,000 households. Programs will also be advertised at a booth at the Summer Fun Live promotional event.

Contact: Robin Steinshnider 214-670-9778

Contract Term: 02/01/2017 To 09/30/2017

Background: The City of Dallas will operate 17 pools across Dallas for the 2017 summer season. Swim lessons and swim teams are a major source of revenue for the community pools and it is essential to promote these low cost quality programs to our target audience. Dallas Child is a resource for mothers age 24 to 54 who make the buying decisions for their children and families in the Dallas area.

Advertising Bidding Exemption Chap 252.022 Gen Exemptions (Sec. 16) State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR17D002	246181	\$7,375.00
N/A	PKR	N/A	N/A	N/A	N/A	PKR17D002	246181	\$1,500.00
								\$8,875.00

Project No.: Commodity Code: 91503 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Wm. Wimmer 1-26-17
By Department Director DATE

Christine Lomen 2-9-2017
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

Attested by:
[Signature] 1/31/17
Dawna M. Ray, Secretary

Max W. Wells
Original - City Secretary
Max W. Wells, President



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175508

EFFECTIVE DATE

JAN 31 2017

CITY SECRETARY
DALLAS, TEXAS

JAN 16 2 41 PM '17

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) – Advertising

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 Certificate of Interested Parties required to comply with House Bill 1295 attached if applicable? Yes No

Vendor Name: Dallas Convention & Visitors Bureau

Subject:	Amendment of Contract Term with Dallas Convention & Visitors Bureau	Department:	Park and Recreation – Fair Park
----------	---	-------------	---------------------------------

Action Requested: Authorize an amendment to Administrative Action 16-6762 dated October 3, 2016 contract terms 9/7/16 – 12/31/16 to 9/7/16 – 3/30/17. Upon approval extending the dates will allow payment of outstanding invoices.

Contact: Celia Barshop (214) 670-9721 Contract Term: 9/7/2016 To 3/30/2017

Background: BIG D Holiday 2016 supported the Mayor's Fair Park vision strategies to the citizens and visitors of the Dallas area to include year-round branding, advertising, visitor amenities, programming, event promotion and community connections at Fair Park.

Advertising Bidding Exemption Chap. 252.022 General Exemptions (Sec. 16) State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR17A014	519741	\$0.00

Project No.: 0G43-15-6155-004-\$11,500.00 Commodity Code: 91501 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

William Winn 1-26-17
 By Department Director DATE

Christine Lopez 2-9-2017
 Approved as to form by City Attorney DATE

Dyan Baccus
 By Assistant City Manager

Attested by:
Dawna M. Ray 2/13/17
 Dawna M. Ray, Secretary

Max W. Wells
 Original City Secretary
 Max W. Wells, President



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175509

EFFECTIVE DATE

JAN 31 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) - Supplemental Agreement

RECEIVED
 2017 FEB 15 PM 2:41
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Weiss Enterprises, Inc.

Subject: Automobile Building Concessionaire Department: Park and Recreation - Fair Park

Action Requested: Authorize supplemental Agreement No. 4 to the contract with Weiss Enterprises, Inc. to provide food and beverage concessions for events at the Automobile Building at Fair Park for a six-month extension from January 1, 2017 through June 30, 2017. In addition, Weiss Enterprises will also be available to provide food and beverage concessions, upon client request, at other exhibit halls and park grounds.
Contact: Dee Hirsch - 214-670-8508 Contract Term: 01/01/17 To 6/30/17

Background: Supplemental Agreement No. 3 (16-5141) to the contract with Weiss Enterprises, Inc. to provide food and beverage concessions for events at the Automobile Building at Fair Park will expire December 31, 2016. Concessionaire will pay 27% of gross sales less sales tax to the City, and shall make improvements to the premises of an amount not less than \$4,000, or make payments in lieu of the improvements to a multi-year fund, as approved by the Director.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
N/A	N/A	N/A		N/A		N/A	N/A	0.00

Project No.: Commodity Code: N/A Financing: No cost consideration to City

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Wm. Wells
By Department Director

1-26-17
DATE

Christine Larson 2-9-2017
Approved as to form by City Attorney DATE

Dyontae
By Assistant City Manager

1/31/17
Attested by:

Max W. Wells
Max W. Wells, President
Park and Recreation Board

Dawna M. Ray
Dawna M. Ray, Secretary



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175510

EFFECTIVE DATE

JAN 19 2017

CITY SECRETARY
DALLAS, TEXAS

FEB 16 AM 9:48

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: AAA Septic Tank Inc

Subject: Septic/Waste Serv. /Maint. Contracts Department: DWU

Action Requested:

- *A 5-year-(60 month) contract to provide Septic Service/Maintenance contracts on four onsite sewage systems located at Three City of Dallas owned rural pump stations/reservoirs.
- *Price quoted will remain valid for the duration of the five-year contract.
- *Annual service contract for four onsite sewage systems this will include 3 scheduled maintenance visits per system per year for a total of 45 visits.
- *Two pump outs of the septic tanks per system over a five-year period for a total of 8 pump outs.
- *One replacement aerator pump per system over a five-year period. Total of 4 replacement aerators.
- *One replacement water pump per system over a five-year period. Total of 4 replacement pumps.
- *45 replacement Krain super Pro spray heads-(3 per year/per system for non-low pressure dosing systems) over a five-year period.
- *One 10-pound bucket of chlorine per system each year for a five-year period. Total of 20 buckets of chlorine.
- *Two non-scheduled service calls per year for each system for a five-year period. Total of 40 non-scheduled visits over a five-year period.
- *20 miscellaneous parts over a five-year period.

Contract Term: 03/01/17 To 03/31/22

Background: Iron Bridge pump station, Lake Fork pump station and Tawakoni balancing reservoir are three Rural locations located 80 to 100 miles east of Dallas. The City of Dallas does not have an onsite sewage department that will service these rural locations, therefore local onsite sewage system service companies will need to be used to service these locations. Locations of onsite sewage systems are: Iron Bridge pump station, 4777CR. 3706 Wills Points, TX. 75169 Septic system permit number 008-0228-281WF and 008-0228-275FL. Lake Fork Pump Station 990 CR. 1540 Alba, TX 75410. This is a low pressure dosing system and does not require a permit number, Tawakoni balancing reservoir 17030 KCR. 246 Terrell, TX, Permit number 00-192.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0100	DWU	7333	652C	3110		CTDWU1333D1716	VS93182	\$24,495.00
							SP.	

Project No.: Commodity Code: 96895

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

13.17 By Department Director

1-17-17 DATE

Approved as to form by City Attorney DATE 2/10/17

By Assistant City Manager



1/19/17
DATE

175510



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175511

EFFECTIVE DATE

2-14-17 JH

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2017 FEB 16 AM 10:23
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CITY OF DALLAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Unlocking DOORS, Inc. dba DOORS ("Unlocking DOORS")

Subject: Department: Housing/Community Services

Action Requested: Approval of Memorandum of Understanding between the City of Dallas and Unlocking DOORS, Inc dba DOORS ("Unlocking DOORS") and City of Dallas to demonstrate planned reentry and integration continuity of care and recidivism for all City of Dallas Councilmember Districts. Unlocking DOORS will be reimbursed for (1) preparation and compilation of a statistical report of client data on a quarterly basis for all City of Dallas Council Districts and (2) conducting and providing the results of the Texas Risk Assessment System – Reentry Tools (TRAS) for clients eighteen (18) years of age and older with criminal backgrounds referred by the Housing/Community Services Department (HCSD).

Contract Term: 01/1/2017 To 12/31/2017.

Background: Founded in 2010, Unlocking DOORS is a comprehensive statewide reentry and integration Community reentry "brokerage network" that is committed to reducing crime and the ever-escalating fiscal impact to the State of Texas and its communities through coordinated collaboration, partnership, public awareness, reporting of evidence-based analytics and predictive trends, education and training.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:	0001	HOU	4295		3070		MASCDOORS17	VS0000068727	\$50,000

Project No.: Commodity Code: Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] 2/9/17 DATE Approved as to form by City Attorney [Signature] 2/9/17 DATE

By Assistant City Manager [Signature] 2/14/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175512

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2/7/17 02/16/2017 *APR*

2017 FEB 16 PM 2:03
CITY SECRETARY
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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Lonestar Fence & Supply

Subject: Fence Repair Department: Trinity Watershed Management

Action Requested: Need to encumber money to pay vendor for fence repair MA WDW expired on 10/23/16 and there is not another MA in place for this kind of service.

Contract Term: One-time Payment

Background: The PX2 pump station gate was damaged by high winds blowing the gate sideways which caused the bearings and bearing stem to break. Lonestar fence repaired the gate, if the gate would have been left unsecured this would create a public hazard.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0061	SDM	4792	SD01	3099		50M 4792 6M 65	VS0000067362	\$462.25

Project No.: Commodity Code: 98815 Financing: Current SDM Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

2/7/17
DATE

[Signature] 02/16/2017
Approved as to form by City Attorney DATE

T.P.

[Signature] 2/16/17
By Assistant City Manager DATE

MEMORANDUM

RECEIVED

2017 JUN -5 AM 10: 03

CITY SECRETARY
DALLAS, TEXAS

175513



CITY OF DALLAS

Date: June 2, 2017
To: City Secretary's Office
Subject: The Change of Administrative Action

Please make the following change to Administrative Action #175513


From:

Vendor Number:	954974
-----------------------	--------

To:

Vendor Number:	VS91366
-----------------------	---------

Please call me at 214-670-7809 if you need any additional information.


Mary Jo Giudice
Director
Dallas Public Library

Handwritten notes:
see 6/2/17
R. W. [unclear]

175513

MEMORANDUM

RECEIVED

2017 MAY -2 AM 9:43

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

Date: April 28, 2017
To: City Secretary's Office
Subject: The Change of Administrative Action

Please make the following change to Administrative Action #175513

From:

Vendor Name:	S&P Global Intelligence, Inc.
---------------------	-------------------------------

To:

Vendor Name:	S&P Global Market Intelligence
---------------------	--------------------------------

Please call me at 214-670-7809 if you need any additional information.

MJ Giudice
Mary Jo Giudice
Director
Dallas Public Library

*Rec 5/3/17
R 5/3*



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175513

EFFECTIVE DATE

02/16/2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Standard & Poor's Capital IQ LLC S & P Global Intelligence, Inc. *Other*

Subject: Standard & Poor's NetAdvantage - Online Business Intelligence package Department: Library

Action Requested: Authorize an agreement and payment for Standard & Poor's NetAdvantage - Business Intelligence package for 1 year - \$23,236.00

Contract Term: 3/1/2017 To 2/28/2018

Background: The Standard & Poor's NetAdvantage[®] comprehensive source of business and finance information offering Library customers on-line access to Standard & Poor's proprietary business research products such as *Industry Surveys; Stock Reports; Corporation Records; The Register of Corporations, Directors and Executives; Bond Reports; Mutual Fund Reports; Credit Week; The Outlook; and Daily Price Record.* Access to this database is available at all Dallas Public Library locations and to Library cardholders at home or office through the Dallas Public Library internet homepage.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	LIB	5392		3341		CT-LIB17-5392-E029-S	954974	\$23,236.00

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <i>16</i>	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

M. Gudrice
By Department Director

02.10.17
DATE

[Signature]
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

2/16/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175514

EFFECTIVE DATE

02/16/2017 *for*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB 16 PM 5:05
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Cengage Learning

Subject: Online Demographic Data Department: Library

Action Requested: Authorize subscription payment for access to the Legal Forms online service for a 3-year period. Not to exceed - \$18,372.87.

Contract Term: 6/1/2017 To 5/31/2020

Background: DemographicsNow is a sole source online subscription resource that provides users with access to detailed U.S. demographic data. It provides consumer and market insight for customers opening a business, analyzing population trends, and looking for audiences for their products/services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	LIB	5392		3341		CT-LIB17-5392-E030-C	VS * 67607	\$18,372.87

Project No.: Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Mr. Goodie
BY Department Director

02.15.17
DATE

By [Signature]
Approved as to form by City Attorney DATE 2/16/17

By [Signature]
BY Assistant City Manager

2/16/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175515

EFFECTIVE DATE

02/14/2017 *BR*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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CITY SECRETARY
DALLAS, TEXAS
FEB 16 PM 2:03

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No *CL*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Volgistics, Inc

Subject: Volunteer Management Software Department: Library

Action Requested: Authorize payment for access to the online Volunteer Management Software for a 1 year period – Not to exceed \$3,192.00

Contract Term: 4/10/2017 To 4/9/2018

Background: Volgistics is a leading volunteer software management package that assists with volunteer management from the beginning of the volunteer cycle, i.e. online application to the calculation of awards. The Library utilizes the software to maintain, schedule, track and report volunteer records.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	LIB	5323		3341		CT-LIB17-5323-E027-V	VC*12642	\$3,192.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

02.03.17
DATE

[Signature] 2/14/2017
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

2/14/17
DATE



ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175516

EFFECTIVE DATE

2.14.17 REQ

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)
Untreated Water Contract per Section 49-17 of the Dallas City Code.

CITY SECRETARY
DALLAS, TEXAS
2017 FEB 16 PM 2:21
RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Luminant Generation Company, LLC ("Luminant")		
Subject:	Authorize Untreated Water Contract	Department:	Water Department
Action Requested:	Authorize the Director of Dallas Water Utilities to execute a three-year contract with Luminant to provide untreated water.		
	Contract Term:	Three years from the execution date of the Contract	

Background: This item is for authorization to enter into a new untreated water contract with Luminant. Luminant requests the purchase of a maximum of 325,851,427 gallons of untreated water annually from Dallas from a diversion point located along Lake Ray Hubbard for the purpose of condensing steam and operating cooling equipment for electric generation at Luminant's Lake Ray Hubbard Steam Electric Station.

The City of Dallas has water rights in Lake Ray Hubbard for multiple purposes including water rights for industrial use. The untreated water consumed by Luminant shall be determined using a calculation for evaporative losses. This water loss due to evaporation will be billed at the ordinance regular rate for untreated water service in accordance with Chapter 49. The sale of untreated water to Luminant is subject to, and limited by, available system supply.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:	0100	DWU	7005	7REV	7847				0 ⁰⁰ REQ

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director DATE 2.13.17

Approved as to form by City Attorney DATE 2/16/17

By Assistant City Manager DATE 2/14/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175517

EFFECTIVE DATE

JAN 19 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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2017 FEB 17 PM 4:24
CITY SECRETAR
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: Kimley-Horn & Associates

Subject: Parking Advisory Group Department: Dallas Police Department

Action Requested: Authorize additional funding for services.

Contract Term: 6/18/15 To 6/17/17

Background: Administrative Action 15-6629 was authorized on July 8, 2015 for consulting services to be provided to the Parking Advisory Group by Kimley-Horn. The authorization for additional funding will cover the final costs and time associated with the consultant's final presentation to the PAG in December.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DPD	2181		3070		PX2113AA15F88	135447	\$2,278.00

Project No.: Commodity Code: 91800 Financing: Current funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
01	15-6629	6/8/15	\$47,722.00	\$0	\$2,278.00	4.7%

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director David Pugh 1-13-17 DATE Approved as to form by City Attorney Alan Knight 12/08/16 DATE

2-7-16 AS

By Assistant City Manager David Campbell

1/19/2017 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175518

EFFECTIVE DATE

1/25/2017 *one*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

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CITY SECRETARY
DALLAS, TEXAS
FEB 17 PM 4:24

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Zipcar, Inc.

Subject: Car share pilot program Department: Dallas Police Department

Action Requested: Authorize Supplemental Agreement No. 3 to the Contract for the pilot project with Zipcar, Inc for the car share pilot program.

Contract Term: 9/23/14 To 12/31/17

Background: The Dallas Police Department is seeking authorization for a supplemental agreement to extend the term of the agreement for the car share pilot program until December 31, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.: Commodity Code: Financing No Cost Consideration

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
03	14-6837	9/23/14	\$0	\$0	\$0	0%

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Daniel Pugh
By Department Director
12-7-16 AS

DATE

Don Knight 12/08/16
Approved as to form by City Attorney DATE

Luiz P Campbell
By Assistant City Manager

1/25/2017
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175519

EFFECTIVE DATE

02/21/2017

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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Integrated Access Systems

Subject: Central Library- 7th Floor Auto Door Openers Department: Library

Action Requested: Authorize payment of \$12,941.36 to add auto ADA door openers to two sets of double doors on the 7th floor of the J. Erik Jonsson Central Library.

Contract Term: _____ To _____

Background: The Library has identified a need to add two auto ADA door openers to two sets of double doors on the 7th floor of J. Erik Jonsson Central Library. Three vendors were contacted and site visits scheduled to assess and provide a quote to complete this work. Three quotes were obtained with Integrated Access Systems as the lowest responsive bidder at \$12,941.36. Please see attached. Approval to begin this project and process payment upon completion is requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
7T42	EBS	P795	LIBF	3599	PB06P795		508313	\$12,941.36

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

2/13/17
DATE

[Signature]
Approved as to form by City Attorney

2/21/2017
DATE

[Signature]
By Assistant City Manager

2/21/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175520

EFFECTIVE DATE

02/21/2017 *Doc*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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2017 FEB 21 PM 1:22
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Bowne District LTD/RT Smart

Subject: Software Maintenance Agreement Department: Sanitation Services

Action Requested: Renew the annual maintenance service agreement with the Sole-Source provider of transportation routing software, as used by the garbage/recycling/brush portion of Sanitation Services

Contract Term: 4/1/2017 To 3/31/18

Background: Sanitation Services utilizes a proprietary software package for the efficient collection of recycling and garbage. The software allows the department to vary and adjust any of the hundreds of collection routes that are used on a daily basis. The software vendor provides technical support to San staff as needed; responding to as many as 100 calls or contacts each year. This contract also allows for a limited number of developer hours from vendor technical staff on routing projects.

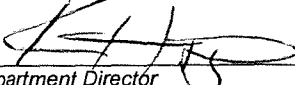
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0440	SAN	3581		3072		RouteSmartFY16/17	504803	\$7,512.00


Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

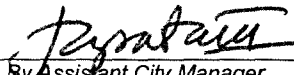
M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director  DATE 2-16-17

Approved as to form by City Attorney  DATE 2/21/2017

By Assistant City Manager  DATE 2/21/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175521

EFFECTIVE DATE

02/21/2017

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 21 PM 1:22

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: AMPS Electrical A/C & Heating

Subject: Electrical Repairs Emergency Department: Sanitation

Action Requested: Payment of invoice required to restore electrical service to resident at 5317 Bourquin St., Dallas, TX, after line was pulled down by SAN Truck on February 8, 2017.
Contract Term: February 8, 2017

Background: On February 8, 2017 a Rear Loader vehicle #153011 crashed into a parked pickup truck and hit the utility pole. The impact with the pole knocked out the electricity at 5317 Bourquin St., Dallas, TX.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0440	SAN	3511		3099		AMPS-FY17	501758	\$635.00

Project No.: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

2-16-17
DATE

[Signature] 2/21/17
Approved as to form by City Attorney DATE

[Signature] 2/21/17
By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175522

EFFECTIVE DATE

DEC 22 2016
CITY SECRETARY
DALLAS, TEXAS
FEB 22 PM 2:11
RECEIVED

12/22/16

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment) Extension & Funding Increase

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Agricultural Services, Inc.

Subject: Waste Removal of Water & Fuel from Storage Tanks & Containment Vaults Department: BDPS

Action Requested: *Service* Extend the master agreement for Waste Removal of Water & Fuel from Storage Tanks & Containment Vaults for a two year period.

Contract Term: 1/24/2017 To 1/24/2019

Background: Council awarded a three year agreement with Agricultural Services, Inc. (VS0000032498) for the removal and disposal of water and debris from storage tanks and containment vaults - City owned in the amount of \$277,248.60 on 01/25/12 - Resolution #12-0267 from solicitation BD1201.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						BD1201	VS0000032498	N/A

Project No.: BD1201 Commodity Code: 92665 Financing: N/A

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	12-0267	01/25/2012	\$277,248.60	N/A	N/A	N/A

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature]
12/20/16
DATE

Approved as to form by City Attorney

[Signature]
2-21-17
DATE

By Assistant City Manager

[Signature]
12/22/16
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175523

EFFECTIVE DATE

FEB 13 2017

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

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 CITY SECRETARY
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 2017 FEB 13 PM 3:51

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^c of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Lonestar Fence & Supply LLC (VS0000067362) (formally Richardson Bros. Fence Co.)

Subject: Fence, Install & Repair **Department:** Business Development and Procurement Services

Action Requested: Authorize the extension of Master Agreement WDW for Fence, Install & Repair under the same terms and conditions for an additional 2 years or until funds are depleted.
Contract Term: 10/23/2016 To 10/23/2018

Background: On September 28, 2005 Dallas City Council awarded a twenty-four month price agreement for installation of new fencing and repairs to existing fencing at City facilities in the amount of \$12,496,600.70 by Resolution No. 05-2777 from Solicitation No. BV0505. Original contract was extended by Administrative Change Orders.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
Funding:		BDPS					WDW	VS0000067362	\$ 0.00

Project No.: WDW **Commodity Code:** 98815 **Financing:** Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	05-2777	09/28/2005	\$12,496,600.70	\$0.00	\$0.00	\$0.00

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director DATE 2/10/17 Approved as to form by City Attorney DATE 2/22/2017

By Assistant City Manager DATE 2/13/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175524

EFFECTIVE DATE

1.18.17

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CITY SECRETARY
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2017 FEB 22 PM 4:34

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Lisa Huffaker**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Lisa Huffaker to create two series of handmade zines, consisting of 1,200 tiny zines each (2,400 total), to be sold in an existing zine machine at Deep Vellum Books in Deep Ellum and launch a second machine in a Dallas location to be determined. Each zine machine is a repurposed baseball card vending machine that now distributes the tiny zines which contain original works of art and poetry. The zines will be created by a group of twenty-four local author/artists who'll present author readings at the launch of the series.

Contract Term: 2/1/2017 To 9/15/2017

Background: Lisa Huffaker was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,000.00 of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, and one (1) payment of 40%, or \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V087	VS93548	5,000.00

Project No.: Commodity Code: 96104 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 1/17/17 DATE Approved as to form by City Attorney *[Signature]* 2.16.17 DATE

By Assistant City Manager *[Signature]* 1-18-17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175525

EFFECTIVE DATE

1.18.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Rachel Rushing**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Rachel Rushing to present "Verdant by Rachel Rushing", a space of reflection, contemplation, and respect for life through the installation of Buffalo Grass covering the floor and walls of the Texas Theatre Safe Room Gallery located in Oak Cliff. This open to the public installation shall run between January and February 2017. Images sourced from the US Geological Survey Bee Inventory and Monitoring Lab will complement the installation as back-lit transparencies of heavily abstracted bee and beetle specimen. In conjunction with these images, small pamphlets will be produced which will provide tools for exploring neighborhood ecologies to be shared during free meditation sessions and a presentation from a Texas Master Naturalist. Verdant provides a space for dialogue about environmental, emotional, and social issues the Oak Cliff community deals with every day. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 1/23/2017 To 3/15/2017

Background: Rachel Rushing was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is **\$5,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 100% or **\$5,000.00** of the total awarded amount upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V091	VS93441	5,000.00

Project No.: Commodity Code: 96104 Financing Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] 1/17/17 DATE Approved as to form by City Attorney [Signature] 2-16-17 DATE

By Assistant City Manager [Signature] 1-18-17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175526

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

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DALLAS, TEXAS
2/16/17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: National Religious Broadcasters Music License Committee (NRBMLC)

Subject: Music Royalty Fees Department: Office of Cultural Affairs / WRR-FM

Action Requested: WRR is requesting authorization to pay Invoice # 022 dated 09/29/16 in the amount of \$200 to NRBMLC for annual administration fees. Per the attached memo dated 09/29/16 from ASCAP Rate Court Judge Denise Cote's Order.

Contract Term: 02/15/17 To 03/31/17

Background: Payment of this invoice is an annual administration fee to NRBMLC, collected from each of its represented radio stations, under the ASCAP Music Licenses. This is a court order to retro back beginning with calendar year 2015, on presentation of a statement from the NRBMLC in conformity with this Order. This AA shall not exceed the \$200.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1067	WR01	3074		CT WRR1067E1739	VC16699	\$200.00

Project No.: Commodity Code: 91514 Financing: CY MR Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] DATE 2/15/17 Approved as to form by City Attorney [Signature] DATE 2-22-17

By Assistant City Manager [Signature] DATE 2/15/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175527

EFFECTIVE DATE

1.18.17

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Academy of Bangla Arts and Culture**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Academy of Bangla Arts and Culture to present *Celebration of the International Mother Language Day (IMLD)* as part of their 2016-17 season. This open-to-the-public event will be held at the City Performance Hall in February 2017. This program includes cultural performances from multiple cultural entities in Dallas, discussions by various language and cultural elite personalities, presentations of multi-cultural and multi-lingual songs and dances to celebrate the importance of preserving and fostering national languages and heritage.

Contract Term: **1/25/2017 through 3/31/2017**

Background: Academy of Bangla Arts and Culture was selected through a panel process to participate in the Cultural Projects Program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$2,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$500.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 75%, or **\$1,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4880		3089	CPP	OCA4880V006	VC13765	\$2,000.00

Project No.: _____ Commodity Code: **96157** Financing: _____ Current Funding: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director DATE: **1/18/17**

Approved as to form by City Attorney DATE: **2-16-17**

By Assistant City Manager DATE: **1-18-17**



ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175528

EFFECTIVE DATE

1.18.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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 DALLAS, TX

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Alfredo Villaneuva**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Alfredo Villaneuva to present "Inspire Jubilee Dallas", a open to the public, series of art workshops (six total). Consultant, in collaboration with the artist's studio, will conduct a series of off-site after-school art making sessions with the target community of Jubilee Park, an area located within blocks of Ash Studios, the artist's studio. Consultant will design an artist-led creative after-school program with a focus on painting and very basic sculpture and architecture concepts. Materials will be provided to Dallas youth free-of-charge. The art-making sessions, will focus on individual young creative activity, and then unify all participants in a small community art show. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/1/2017 To 6/30/2017

Background: Alfredo Villaneuva was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is **\$5,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or **\$3,000.00** of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, and one (1) payment of 40%, or **\$2,000.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V083	VS90328	5000.00

Project No.:	Commodity Code: 96104			Financing	Current Funding	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 1/17/17
 Approved as to form by City Attorney: DATE: 2-16-17

By Assistant City Manager: DATE: 1-18-17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175529

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2.16.17

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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Broadcast Works!

Subject: Broadcast Engineering Service Department: Office of Cultural Affairs/WRR-FM

Action Requested: WRR is requesting authorization to work with Broadcast Works, for their broadcast engineering services on a month- to month agreement. While the Procurement Department is working on the new 3 year contract by sending the services request out for bid.

Contract Term: 02/01/17 To 03/31/17

Background: Broadcast Works! Provides engineering support and maintenance. They provide monthly preventative maintenance for the WRR broadcast equipment. This is a month to month agreement to cover WRR while Procurement works on the new 3 year contract. The term of the service is from February 1 thru March 31, 2017, and shall not exceed the amount of \$10,200.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1069	WR01	3110		WRR1069E1732	VS0000012488	\$10,200
Total								\$10,200

Project No.: Commodity Code: 93906 Financing FY Municipal Radio Funds

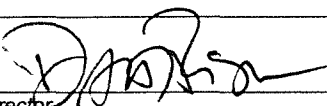
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.


Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

175529

 2/15/17
By Department Director DATE

 2-22-17
Approved as to form by City Attorney DATE

 2/16/17
By Assistant City Manager DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175530

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Schneider Electric – TCPN Contract R5169

Subject: Access Control System at 8915 Adlora Ln. Wastewater Collection Division
Department: Dallas Water Utilities

Action Requested: Install an access control system at 8915 Adlora Lane to increase security and safety in the building.

Contract Term: 1 year To

Background: Several unauthorized individuals were able to enter in the building during and after working hours through faulty locked doors or employee's only entries providing an unsafe environment to our employees. Schneider Electric will provide an access control system to electronically lock several doors throughout the NE Service Center to avoid unauthorized people to enter. The system will provide different type of access depending upon positions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0103	DWU	CS50		4731	7A1328	7A1328EN	VS91274	23,214.00

Project No.: R5169 Commodity Code: 91200 Financing: Water Utilities Capital Construction

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175531

EFFECTIVE DATE

OCT 10 2016

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OCT 17 FEB 2 PM 4:52

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Getinge USA, Inc.**

Subject: **East Side Autoclave Service Agreement** Department: **Dallas Water Utilities**

Action Requested: The East Side Water Treatment Plant is requesting the awarded vendor to provide: quarterly preventive maintenance service; annual calibration of the pressure gauge, timer, and temperature probe; to provide certificates of calibration after each calibration is performed; and any other repairs or service, including parts, labor, and travel expenses, necessary to maintain the proper operation of the autoclave.

Contract Term: 12/1/2016 To 11/30/2021

Background: Eastside WTP Laboratory is a NELAP Accredited laboratory, as required by the Texas Commission On Environmental Quality, TCEQ. NELAP requires regular maintenance of laboratory autoclaves including pressure and temperature verifications.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0100	DWU	7332	642C	3110		CTDWU1332A1724	59476	40,266.00
							Sp.	

Project No.: _____ Commodity Code: **93862** Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <u>10</u>	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

10.6.16
 DATE

Approved as to form by City Attorney DATE

By Assistant City Manager 10/10/16
 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175532

EFFECTIVE DATE

FEB 16 2017

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Rev Q – A Columbia Ultimate Company

Subject: License Renewal Department: Court & Detention Services

Action Requested: Annual Revenue Results On Premise Software Support 15 License - \$16,500.00

Contract Term: 10-01-16 To 09-30-17

Background: This vendor has provided the software used for Municipal Court In-house collections for numerous years. Due to the use of new court case management system software, data to reconcile the collection agency collections is no longer available. Using this collection database on Collection agency collections will allow CTS to reconcile Portfolio and Current collections as outlined in the Third party Collections RFCSP approved by City Council 11/12/14.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0401	CTS	1063		3437			VS0000002244	16,500.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

Blair L. Carter 09-15-16 *Bob Knight* 2-13-17
 By Department Director DATE Approved as to form by City Attorney DATE

Quinn Campbell 2/16/2017
 By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175533

EFFECTIVE DATE

February 22, 2017

RECEIVED
CITY SECRETARY
DALLAS TEXAS
FEB 23 PM 3:10

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Change order to master agreement

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Hitachi Data Systems

Subject: Expansion of Video Surveillance Camera System Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 13 to add equipment to the master agreement to allow for the upgrade and migration of Dallas Police Department surveillance camera servers due to OnSSI equipment reaching end-of-life.

Contract Term: 1/1/2017 to 12/11/2017

Background: In 2012, Council authorized a contract for the purchase and installation of video surveillance cameras for Police (DPD) and other City departments. The master agreement provides a multi-year purchasing mechanism to continue expansion of the camera system as needed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA BZH1214A	VS0000034825	\$0.00
TOTAL:								\$ 0.00

Project No: Commodity Code: 92045 Financing: Not Applicable

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
13	12-3050	12/12/2012	\$6,091,694.00	\$28,530.06	\$28,530.06	0.47%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch
By Department Director

January 06, 2017
DATE

Don Knight
Approved as to form by City Attorney

2/22/17
DATE

SR

Mark W. Davis
By Assistant City Manager (1/22, 2017)

2/22/17
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175534

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

FEB 23 2017

2017 FEB 23 PM 3:32

CITY SECRETARY DALLAS, TEXAS

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: AT&T

Subject: Telephone and Internet Services for Northeast Community Court Department: City Attorney's Office - Northeast Community Court

Action Requested: Authorize monthly payments to AT&T for telephone and internet services necessary for daily operations in the Northeast Community Court during fiscal year 2016-2017. The monthly payments will average \$250.00 per month, the total payment amount during fiscal year 2016-2017 shall not exceed \$3,000.00.

Contract Term: October 1, 2016 – September 30, 2017

Background: AT&T will provide monthly telephone and internet services to the City Attorney's Office Northeast Community Court Team necessary for daily operations during fiscal year 2016-2017. The monthly payments will average \$250.00 per month, the total payment amount during fiscal year 2016-2017 made to AT&T shall not exceed \$3,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	ATT	2747	AT04	3050		ATTPHONEYFY1617	5502484	\$3,000.00

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 2-22-17

Approved as to form by City Attorney: DATE: 2/23/2017

By Assistant City Manager: DATE: 2/23/17

RAM



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175535

EFFECTIVE DATE

126.17

2017 FEB 23 PM 4:48

RECEIVED
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Good Earth Corporation

Subject: Professional Services **Department:** Office of Cultural Affairs

Action Requested: Authorization is requested to pay for services rendered from Good Earth Corporation for landscaping and mowing needs at the Latino Cultural Center from October 11-25, 2016.

Contract Term: October 11, 2016 To October 25, 2016

Background: Good Earth Corporation is a professional, long-term commercial landscaping company that provides landscaping services to several City owned facilities. The all-inclusive fee for this service will not exceed one thousand, twenty dollars (\$1,020.00). Consultant understands that the City of Dallas will pay for services as follows: one installment of \$1,020.00 upon satisfactory completion of service and receipt of Consultant's final voice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3210		OCA4805V131	510006	\$1,020.00

Project No.: **Commodity Code:** 3110 **Financing:** Current funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 1/19/17 DATE

Approved as to form by City Attorney 2-23-17 DATE

By Assistant City Manager 1-26-17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175536

EFFECTIVE DATE

02-23-17
2017 FEB 24 AM 11:02
CITY SECRETARY
DALLAS, TEXAS

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Increase of funds and time extension

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Jimmy Douglas Weldon dba Weldon's Lawn and Tree (VS0000072995)

Subject: Lawn Care Services Department: Housing/Community Services

Action Requested: Authorize payment of outstanding invoices to Weldon dba Weldon's Lawn and Tree (VS0000072995) for work performed at the West Dallas Multipurpose Center in September 2016, continuing through January 2017.

Contract Term: _____

Background: Weldon's Lawn & Tree provided various services to the West Dallas Multipurpose Center including mowing, edging, trim, litter, and weed cleaning beds per MA #BL1304, until funds were depleted under the Master Agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	HOU	4301		3210		CTGH185503	VS0000072995	\$ 1,925.00

Project No.	Commodity Code: 98336		Financing			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ 0	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code

By Department Director: *[Signature]* DATE: 2-13-17

Approved as to form by City Attorney: *[Signature]* DATE: 2-22-17

By Assistant City Manager: *[Signature]* DATE: 2/23/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175537

EFFECTIVE DATE

2/23/2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) **Termination of Union Pacific Railroad Pipeline Crossing License Agreement (Folder 2979-04)**

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Union Pacific Railroad Company** **DWU 17-02**

Subject: **Termination of License Agreement: Folder No. 2979-04** Department: **Dallas Water Utilities**

Action Requested: **Request approval to terminate existing pipeline crossing license agreement with Union Pacific Railroad Company. The pipeline has been abandoned and is no longer in use by Dallas Water Utilities. This action has no cost consideration to the City.**

Contract Term: **N/A**

Background: **On October 25, 1965, a pipeline crossing license agreement between the City of Dallas and Southern Pacific Company was executed to allow the City of Dallas to construct, reconstruct, maintain, and operate an 8-inch sanitary sewer pipeline crossing under Railroad's property. On March 3, 1998, Southern Pacific Transportation Company (f/k/a Southern Pacific Company) and Union Pacific Railroad Company merged, and the corporation changed its name to Union Pacific Railroad Company.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director
2/17/17

2/13/17
DATE

[Signature]
Approved as to form by City Attorney
2/22/17
DATE

[Signature]
By Assistant City Manager
2/23/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175538

EFFECTIVE DATE

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 21 11:18 AM

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) **Termination of Union Pacific Railroad Pipeline Crossing License Agreement (Folder 2970-15)**

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Union Pacific Railroad Company** **DWU 17-01**

Subject: **Termination of License Agreement: Folder No. 2970-15** Department: **Dallas Water Utilities**

Action Requested: **Request approval to terminate existing pipeline crossing license agreement with Union Pacific Railroad Company. The pipeline has been abandoned and is no longer in use by Dallas Water Utilities. This action has no cost consideration to the City.**
Contract Term: **N/A**

Background: **On December 14, 1971, a pipeline crossing license agreement between the City of Dallas and Southern Pacific Transportation Company was executed to allow the City of Dallas to construct, reconstruct, maintain and operate an 18-inch sludge sewer pipeline crossing under Railroad's property. On March 3, 1998, Southern Pacific Transportation Company and Union Pacific Railroad Company merged, and the corporation changed its name to Union Pacific Railroad Company.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/13/17

DATE 2/13/17

Approved as to form by City Attorney 2/22/17

DATE 2/22/17

By Assistant City Manager 2/23/17

DATE 2/23/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175539

EFFECTIVE DATE

JAN 26 2017

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 24 PM 2:29

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Dunaway Associates, L.P.**

Subject: **Flag Pole Hill Trail** Department: **Park and Recreation**

Action Requested: **Authorize a supplemental agreement with Dunaway Associates, L.P. in the amount of \$10,000.00, thereby increasing the contract from \$151,100.00 to \$161,100.00.**

Contract Term: **NA To NA**

Background: **Data gathering signal warrant analysis & design of a Hawk (High-intensity, Activated crosswalk) signal for the pedestrian trail crossing on Audelia Road.**

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
2U22	STS	S616	HIBT	4111	PB12S616	PKR14019422	VS#59194	\$10,000.00

Project No.: **See Program** Commodity Code: **92500** Financing: **2012 Bond**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
SA#2	140109	1/8/2014	\$130,705.00	\$20,395.00	\$30,395.00	23.25%

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ 8	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature] 1-24-17
By Department Director DATE

[Signature] 2-15-2017
Approved as to form by City Attorney DATE

Jan 1/20/17

[Signature] 1-26-17
By Assistant City Manager DATE

[Signature] 1-24-17
Assistant Director, Park and Recreation Dept.



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175540

EFFECTIVE DATE

2/16/17 ee

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
FEB 24 PM 3:06
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Dallas Independent School District

Subject: Use of space for Community Meeting Department: Mayor & City Council

Action Requested: Authorize the use of Hillcrest High School Auditorium for community meeting on Monday, February 13, 2017 from 5:30pm – 8:30pm at no cost consideration to the City.

Contract Term: 2/13/17 To 2/13/17

Background:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Project No.: Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]*

2/13/17 DATE

Approved as to form by City Attorney *[Signature]*

2/16/17 DATE

By Assistant City Manager *[Signature]*

2/16/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175541

EFFECTIVE DATE

1,26,17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79* of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Linda L. Jones

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Linda L. Jones to present (8) eight 90-minute workshops for the Oak Cliff Cultural Center from February 9, 2017 – March 9, 2017. Linda L. Jones will present a writing workshop series for adults that explores personal writing, poetic expressions and creative writing.

Contract Term: 2/9/2017 To 03/09/2017

Background: Linda L. Jones was selected to perform services at the Oak Cliff Cultural Center because of her cultural and artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$1200.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$1200.00 within fifteen (15) working days from receipt of Consultant's invoice. An invoice will be submitted upon completion of each service. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	1299		3089		OCA1299V075	VS0000006177	\$1200.00

Project No.: Commodity Code: 96104 Financing Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$1200.00	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY Department Director 1/19/17 DATE

Approved as to form by City Attorney 2-23-17 DATE

BY Assistant City Manager 1-26-17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175542

EFFECTIVE DATE

2.16.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Kineta Massey

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Kineta Massey to Coordinate and conduct a four week after school and summer arts program for forty students ages 8 to 12 featuring an exploration into creative thinking using the mediums of theater, music and visual arts. As the teacher Kineta will assist students in collaborating and creating visual art pieces and creating a performance piece to be presented at the end of the semester for an invited audience. In accordance with the City of Dallas Cultural Policy, the consultant will work under supervision of the Manager of the Bath House Cultural Center, and adhere to policies and center guidelines and procedures.

Contract Term: February 28 - June 30, 2017

Background: Kineta has overseen the after school program for the last six years. She is an accomplished actress and teacher and has put those talents to great use in the DISD public schools, in Big Thought programs throughout the City, at The Dallas Children's Theater and the Missoula Children's Theater. The fee for this service will not exceed \$10,120. Consultant understands that the City of Dallas will pay for services as follows: Two (2) payment of \$1760 and two (2) payments of \$3300 within fifteen working days from receipt of Consultant's invoice. A Cultural Services Proposal and an organization's Background sheet are attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
OO1	OCA	4833		3089		OCA4833V171	VS0000072397	\$10,120

Project No.: Commodity Code: 96173 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature] 2/16/17 DATE

Approved as to form by City Attorney DATE

[Signature] 2-21-17 DATE

By Assistant City Manager

[Signature] 2/16/17 DATE

Original - City Secretary

REV 09/2012



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175543

EFFECTIVE DATE

2.3.17

RECEIVED
FEB 14 PM 5:11
DALLAS TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Sunset Art Studios**

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Sunset Art Studios to present (2) 120-minute visual arts presentations of consultant's own artwork, and (2) 90-minute workshops demonstrating how communities can be involved directly in one's creative process at the Oak Cliff Cultural Center. The presentation and workshop series will be presented in conjunction with OCCC's art exhibition titled "I am one, I am many."

Contract Term: 02/21/2017 To 02/24/2017

Background: Sunset Art Studios was selected to perform services at the Oak Cliff Cultural Center because of its cultural and artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$1,200.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$1,200.00 within fifteen (15) working days from receipt of Consultant's invoice. An invoice will be submitted upon completion of each service. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	1299		3089		OCA1299V136	VS91816	\$1200.00

Project No.: Commodity Code: 96104 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ <input checked="" type="checkbox"/>	\$	\$1,200.00	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* DATE 2/11/17 Approved as to form by City Attorney *[Signature]* DATE 2-23-17

By Assistant City Manager *[Signature]* DATE 2/3/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175544

EFFECTIVE DATE

1-26-17

RECEIVED
CITY SECRETARY
FEB 24 PM 5:17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Hakeem Adewumi

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Hakeem Adewumi to present "Distant Relatives: Dallas", a collaborative social art project and exhibition at the South Dallas Cultural Center that uses photo journalism to reimagine the concept of home as an irrevocable condition for members of the African Diaspora. Through interviews, large format photography and journalism, this project will create a multi-sensory experience that examines that themes of migration and storytelling within the Dallas' African community. In conjunction with the project is a Diaspora Day Party that will feature fashion and live music from contemporary diasporic communities. Lastly, the project will engage local youth through a photo journalism master class and learning exchanges. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/1/2017 To 3/30/2017

Background: Hakeem Adewumi was selected through a panel process to participate in the Cultural Projects Program Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 100% or \$5,000.00 of the total awarded amount upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V084	VS93494	5,000.00

Project No.: Commodity Code: 96104 Financing Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature]

DATE

1/23/17

Approved as to form by City Attorney

[Signature] 2-23-17

DATE

By Assistant City Manager

[Signature]

DATE

1-26-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175545

EFFECTIVE DATE

2.3.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79* of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB 24 PM 5:00
CITY SECRETARY'S OFFICE

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Arte Oak Cliff

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Arte Oak Cliff to present one 2-hour Folklorico performance, demonstrating how communities can be involved directly in one's creative process at the Oak Cliff Cultural Center. This presentation is part of a visual arts workshop series in conjunction with the OCCC exhibition titled "I Am One, I Am Many." Adult workshop participants will learn the creative process of creating art that involves community participation while engaged thru interactivities.

Contract Term: 02/21/2017 To 02/24/2017

Background: Arte Oak Cliff was selected to perform services at the Oak Cliff Cultural Center because of its cultural and artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$1,320.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$1,320.00 within fifteen (15) working days from receipt of Consultant's invoice. An invoice will be submitted upon completion of each service. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	1299		3089		OCA1299V137	339529	\$1,320.00

Project No.: Commodity Code: 96104 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$1320.00	\$	\$		

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/1/17 DATE

Approved as to form by City Attorney 2.22.17 DATE

By Assistant City Manager 2/3/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175546

EFFECTIVE DATE

2.10.17

RECEIVED
CITY SECRETARY
FEB 24 PM 5:13

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Teatro Flor Candela**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Teatro Flor Candela to present "Theater-on-Wheels", a mobile theater presenting 3 original plays and 6 performances in parks in underserved West Dallas and South Oak Cliff. The open-to-the public plays will be for all ages, and presented in both Spanish and English. Events will be scheduled between March and September 2017. The Consultant will partner with US TRANSNATIONAL TRUCKING LLC TRAILER to provide the mobile stage and driver for the events. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/15/2017 To 9/30/2017

Background: Teatro Flor Candela was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,000.00 of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 40%, or \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V096	VS0000049685	5,000.00

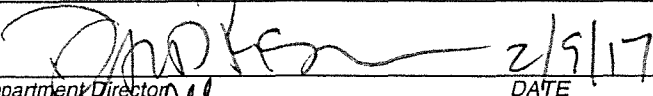
Project No.: Commodity Code: 96104 Financing Current Funding

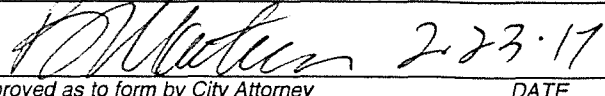
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director  DATE 2/9/17

Approved as to form by City Attorney  DATE 2.23.17

 DATE 2/15/17

By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175547

EFFECTIVE DATE

2.7.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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CITY SECRETARY
FEB 24 PM 5:17

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Idiosyncrazy Productions, LLC

Subject: Professional Services Department: OCA

Action Requested: Authorization is requested to contract Idiosyncrazy Productions to provide a series of artistic workshops and lectures from February 7-16, 2017 at the South Dallas Cultural Center (SDCC) and the Latino Cultural Center (LCC) as part of our Arts and Cultural Education Series. Workshops will include contemporary, latin and social dances and will be open to the public.

Contract Term: February 7, 2017 To February 16, 2017

Background: Idiosyncrazy Productions is an organization dedicated to organizing the performance, education, and community work of Jumatatu Poe and Shannon Murphy. The all-inclusive fee for this service will not exceed three thousand, four hundred dollars (\$3,400.00). Consultant understands that the City of Dallas will pay Consultant in one installment of \$3,400.00 upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4832		3089		OCA4832V139	VS93043	\$3,400.00

Project No.: Commodity Code: 96207 Financing Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/6/17 DATE

Approved as to form by City Attorney 2-23-17 DATE

By Assistant City Manager 2/7/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175548

EFFECTIVE DATE

2.10.17

RECEIVED
TELETYPE
PM 5:12

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Pamela E. Ice dba Ice Ink

Subject: Professional Services **Department:** OCA

Action Requested: Authorization is requested to contract Pamela E. Ice artist Roberto Munguia and write a critical essay on the exhibition "Roberto Munguia: Buscador/Descubridor" at the Latino Cultural Center. Exhibition will be on view at the Latino Cultural Center from January 27 to April 1, 2017. Consultant's critical essay will be printed at the center and will be made available to patrons of the center during the run of the exhibition.

Contract Term: February 13, 2017 To February 17, 2017

Background: Pamela E. Ice is a Professor Emeritus of Art at North Lake College and has worked for the Dallas County Community College District for over thirty years. The all-inclusive fee for this service will not exceed three thousand, two hundred and fifty dollars (\$500.00). Consultant understands that the City of Dallas will pay Consultant in one (1) installment of \$500.00 upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V138	355412	\$500.00

Project No.: _____ **Commodity Code:** 96207 **Financing:** _____ **Current Funds:** _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director DATE 2/7/17

Approved as to form by City Attorney DATE 2-23-17

By Assistant City Manager DATE 2/10/17



ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

ADMINISTRATIVE ACTION
175549
EFFECTIVE DATE
2.20.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **VET**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of VET to present a 6 week program between April and May 2017 entitled "Artcycle Texas". Participants will learn how to combine recycling and found objects to create 2-D and 3-D artwork. Participants will use the principles of art, math and science and select from several projects that incorporate sculpting and surface design. This open-to-the-public program will be made available to take place in Dallas schools, libraries, art centers and studios. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/10/2017 To 6/30/2017

Background: VET was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is **\$3,800.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or **\$2,280.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 40%, or **\$1,520.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V098	500570	3,800.00

Project No.: Commodity Code: 96104 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: 2/7/17 DATE

Approved as to form by City Attorney: 2-23-17 DATE

By Assistant City Manager: 2/10/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175550

EFFECTIVE DATE

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

2/10/17
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CITY SECRETARY
DALLAS, TEXAS
FEB 21 PM 5:11

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79C of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Artvenues - Dallas The Mac, Inc**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Artvenues - Dallas The Mac, Inc to present the Art Talk series, an educational program formatted to help the public embrace ideas and concepts behind art through the presentation of lectures. Speakers include local artists and curators with socially engaged practices. The art setting provides common ground for the discussion of often-contentious topics such as homelessness, gentrification, displacement, and immigration. The question and answer portion of Art Talk lectures gives individuals the opportunity to clarify points that have been inhibiting a greater understanding or appreciation of the work on display. These art talks will partner with established organizations such as Make Art with Purpose, The Stewpot, and our neighbor Ro2 Art in order to reach a broader audience.

Contract Term: 2/15/17 through 5/31/17

Background: Artvenues - Dallas The Mac, Inc was selected through a panel process to participate in the Cultural Projects Program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$8,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,125.00** of the total awarded amount upon completion of deliverable one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$4,250.00** of the total awarded amount upon completion of deliverable two and receipt of the consultant's second invoice, and one (1) payment of 25%, or **\$2,125.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4880		3089	CPP	OCA4880V038	262745	\$8,500.00

Project No.: Commodity Code: 96157 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: 2/7/17
 Approved as to form by City Attorney: *[Signature]* DATE: 2/23/17

By Assistant City Manager: *[Signature]* DATE: 2/10/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175554

EFFECTIVE DATE

2.10.17

RECEIVED
CITY SECRETARY'S
FEB 24 PM 5:11
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79@ of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **WordSpace**

Subject: Professional Services Department: OCA

Action Requested: Authorization is requested to contract WordSpace to research, plan, coordinate and execute lecture and presentation with Mexican author Natalia Toledo at the Latino Cultural Center on Wednesday, May 3, 2017 from 5-7 pm.

Contract Term: May 3, 2017 To May 3, 2017

Background: WordSpace is a nonprofit literary organization that supports education and writers, connecting Dallas with the best of world literature and spoke word. The all-inclusive fee for this service will not exceed three thousand, two hundred and fifty dollars (\$3,250.00). Consultant understands that the City of Dallas will pay Consultant in one (1) installment of \$1,625.00 within thirty days of execution of contract and approval of administrative action, and a second installment of \$1,625.00 upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V134	350017	\$3,250.00

Project No.: Commodity Code: 96207 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 2/7/17 DATE Approved as to form by City Attorney *[Signature]* 2-23-17 DATE

By Assistant City Manager *[Signature]* 2/10/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175555

EFFECTIVE DATE

2.10.17

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 24 PM 5:10

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oak Cliff Coalition for the Arts
Subject: Professional Services Department: OCA

Action Requested: Authorization is requested to pay for services by the Oak Cliff Coalition for the Arts to research, plan, coordinate and execute M'istoria Writers' Workshop and Festival at the Latino Cultural Center on Friday, February 17, 2017 from 5 pm to 10 pm.

Contract Term: February 17, 2017 To February 17, 2017

Background: The Oak Cliff Coalition for the Arts presents unique cultural programs in a bilingual format and is celebrating twenty years of service as a leading Latino/a cultural organization in Dallas. The all-inclusive fee for this service will not exceed five thousand dollars (\$5,000.00). Consultant understands that the City of Dallas will pay Consultant in one (1) payment upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V133	VC14333	\$5,000.00

Project No.:	Commodity Code: 96207			Financing	Current Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature] 2/7/17
DATE

Approved as to form by City Attorney

[Signature] 2.23.17
DATE

By Assistant City Manager

[Signature] 2/10/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175556

EFFECTIVE DATE

2.7.17

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 21 PM 5:10

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: AV Pro, Inc.

Subject: Rigging System - Latino Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of AV Pro, Inc. for annual inspection of the theater rigging system (Prodigy Hoist) at the Latino Cultural Center, and to perform any repairs or necessary preventative maintenance tasks as recommended by the vendor and approved by OCA management.

Contract Term: January 31, 2017 To February 3, 2017

Background: An annual safety inspection of the theater rigging system at the Latino Cultural Center is required. These inspections regularly indicate repairs are required due to normal wear and tear on the system, including lift lines, terminations, etc. City will pay \$10,000 for the inspection, and up to \$15,000 for repairs that may be needed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3070		OCA4805V099	239891	\$10,000
0001	OCA	4903		3210		OCA4805V099	239891	\$15,000
								TOTAL: \$25,000

Project No.: Commodity Code: 93680 Financing: CURRENT FUNDS

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 1/12/17

Approved as to form by City Attorney: DATE: 2-3-17

By Assistant City Manager: DATE: 2/7/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175557

EFFECTIVE DATE

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

2/16/17

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 FEB 24 PM 5:10
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Dance Council, Inc.**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Dance Council, Inc. to present the 21st annual *Dance Planet Festival*. This is a free-to-the-public community dance tradition held in the Dallas Arts District. The April 2017 weekend event features 80+ performances of all ages, cultures, & abilities. This inclusive event, a one of its kind in the nation, increases awareness, exposure, & accessibility to dance to dance at the community level.

Contract Term: 3/1/2017 to 5/31/2017

Background: Dance Council, Inc. was selected through a panel process to participate in the Cultural Projects Program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$8,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,000.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 75%, or **\$6,000.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4880		3089	CPP	OCA4880V022	341688	8,000.00

Project No.: Commodity Code: 96157 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.


Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 2/17/17

Approved as to form by City Attorney: DATE: 2-23-17

By Assistant City Manager: DATE: 2/16/17

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	175558
		EFFECTIVE DATE
		2.16.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

<input type="checkbox"/>	a. Low bid contracts of not more than \$70,000
<input type="checkbox"/>	b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
<input checked="" type="checkbox"/>	c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
<input type="checkbox"/>	f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Oak Lawn Band**

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Oak Lawn Band to present "March for Freedom: Express Yourself" as part of their 2016-17 Season. This is an open to the public concert at Dallas' Latino Cultural Center. This concert with a "march for freedom" theme celebrates the progress that various oppressed or minority groups have made in their quest for freedom and equality. The concert includes: a selection of local social justice heroes, music that speaks specifically to the LGBT and other minority groups' struggle for equality, and a plan for inclusion of a visual art exhibit in the lobby. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 3/1/2017 To 8/30/2017

Background: Oak Lawn Band was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$3,092.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$1,855.00 of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, and one (1) payment of 40%, or \$1,237.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V089	VS93448	3,092.00

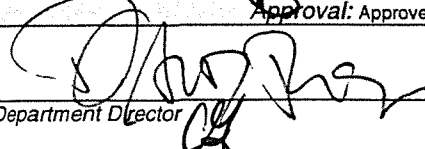
Project No.: Commodity Code: 96104 Financing: Current Funding

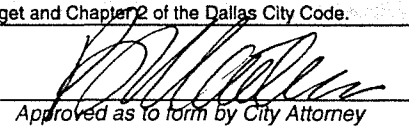
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage


M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director  2/16/17 DATE

Approved as To form by City Attorney  2.23.17 DATE

By Assistant City Manager  2/16/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175559

EFFECTIVE DATE

1.26.17

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 24 PM 5:07

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Dallas Arts District Foundation**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Dallas Arts District Foundation to present "Changing Perspectives" in April 2017. This open to the public, outdoor event in the Dallas Arts District will take place on Flora Street from Pearl Street to Jack Evans Street and is expected to serve 25,000 Dallas residents. "Changing Perspectives" will feature Bandaloop: Vertical Dance. The work will be seen on Hall Arts, honoring the community and the human spirit by bringing dance to new audiences, activating public and natural spaces, and re-imagining what dance can be. "Changing Perspectives" will also showcase Dallas performing and visual artist who will be performing and exhibiting at the event. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/1/2017 To 5/31/2017

Background: Dallas Arts District Foundation was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,000.00 of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, and one (1) payment of 40%, or \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V082	VS0000077915	5,000.00

Project No.: Commodity Code: 96104 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175560

EFFECTIVE DATE

1.26.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment) Amendment to concession contract to renew for one year

RECEIVED
 FEB 24 PM 5:00
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Ed Campbell Concessions Company**

Subject: **Concession Agreement** Department: **Office of Cultural Affairs**

Action Requested: **Authorization is requested to execute the Fourth Amendment to the Concession Services Contract with Ed Campbell Concessions Company.**

Contract Term: August 1, 2017 To July 31, 2018

Background: On August 10, 2011, by City Council Resolution 11-1981, a concession agreement for food and beverage services at the Majestic Theater was awarded to Ed Campbell Concessions Company. The contract was awarded for a term of three years, with five one-year renewal options. This action authorizes the fourth of the five one-year renewal options. The contract has provided the services as outlined in the contract; in FY 15-16, the contractor produced over \$100,000 in revenue for the City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	5502					VS0000053844	0

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
4	11-1981	8/20/2011	Revenue	3	0	0

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 1/23/17

Approved as to form by City Attorney: DATE: 1-17-17

By Assistant City Manager: DATE: 1-26-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175561

EFFECTIVE DATE

2.16.17

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CITY SECRETARY
FEB 22 PM 5:05
DALLAS, TEXAS

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Johnny Sequenzia

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Johnny Sequenzia to Coordinate and conduct a four week after school arts program for forty students ages 8 to 12 featuring an exploration into creative thinking using the mediums of theater, music and visual arts. As a co- teacher Johnny will assist students in collaborating and creating visual art pieces and creating a performance piece to be presented at the end of the semester for an invited audience. In accordance with the City of Dallas Cultural Policy, the consultant will work under supervision of the Manager of the Bath House Cultural Center, and adhere to policies and center guidelines and procedures.

Contract Term: February 28 – June 30, 2017

Background: Johnny has worked with the after school program for the last six years. He is an accomplished actor, musician and teacher. Johnny has been a teacher for School of Rock and in Big Thought programs throughout the City, as well as at The Dallas Children's Theater. The fee for this service will not exceed \$8,920.00. Consultant understands that the City of Dallas will pay for services as follows: Two (2) payments of \$1760 and two (2) payments \$2700 within fifteen working days from receipt of Consultant's invoice. A Cultural Services Proposal and an organization's Background sheet are attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4833		3089		OCA4832V172	VS92536	\$8920

Project No.: Commodity Code: 96173 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$ 0	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/10/17 DATE

Approved as to form by City Attorney 2-23-17 DATE

By Assistant City Manager 2/16/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175562

EFFECTIVE DATE

2.3.17

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2017 FEB 24 PM 5:00

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Lane Harder**

Subject: **Professional Services** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Lane Harder to collaborate with Dallas Neo-Classical Ballet for an original ballet score for chamber orchestra and electronic instruments entitled "391" to be performed on April 9, 2017 at Dallas City Performance Hall at a concert open to the public. The piece will be a fusion of Dadaist and Futurist styles. The process includes composing the work in a form for piano only (for rehearsals). Consultant shall complete the original orchestral score and begin rehearsals with dancers prior to the performance at Dallas City Performance Hall. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Term: 2/15/2017 To 5/15/2017

Background: Lane Harder was selected through a panel process to participate in the Cultural Projects Special Support Program. The program provides support to cultural organizations and individual artists, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The Cultural Projects Program Special Support is designed to procure cultural services on a project basis. The fee for this service is \$5,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,000.00 of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, and one (1) payment of 40%, or \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
001	OCA	4880		3089	CPP-SP	OCA4880V085	VS93551	5,000.00

Project No.: _____ Commodity Code: 96104 Financing: _____ Current Funding: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/1/17 DATE

Approved as to form by City Attorney 2.23.17 DATE

By Assistant City Manager 2/3/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175563

EFFECTIVE DATE

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2.16.17
RECEIVED
FEB 21 11 51 AM

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Amanda Thomas dba Bronze Conservation Services

Subject: Sculpture Conservation Rust Remediation Department: Office of Cultural Affairs

Action Requested: The Conservator will conserve *Blackamoor, With the Wind, Sweet Autumn Vine, and Life Flutters* By using recognized safety practices, conservation materials and techniques and abide by the AIC code of Ethics. The conservator will clean, repair, remove rust, surface scratches and graffiti, and repatina. The Conservator will follow standard safety practices in the execution of the work and has provided the City of Dallas with a certificate of liability insurance for coverage as required by the City of Dallas. The Conservator will provide a detailed condition report upon completion, including photographic documentation.

Contract Term: Through September 30, 2017

Background: Bronze Conservation Services has over 40 years' experience in DFW with a master conservator on staff. Bronze Conservation Services has restored and conserved pieces in the Public Art Collection Bids were requested from Sherry Emery and Ron Parker, only BCS submitted a proposal. The fee for this service will not exceed \$12,750. Conservator understands that the City agrees to pay Conservator in four(4) payment of up to \$12,750, which can be invoiced upon the completed of the project within fifteen (15) working days from receipt of invoice approval of invoice by the Office of Cultural Affairs. Payment is for all costs associated with the Conservator's scope of work on the sculpture. The Conservator will submit an invoice with documentation of costs upon completion of the service on or after the date, the remediation has been completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4804		3070		OCA4804v079	VS89210	\$12,750

Project No.: Commodity Code: 91259 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 1/9/17
By Assistant City Manager

Approved as to form by City Attorney 2.2.17
DATE 2/16/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175564

EFFECTIVE DATE

2/27/17 IC

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB 27 AM 10:38
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **DALLAS CONVENTION CENTER HOTEL DEVELOPMENT CORPORATION-OMNI DALLAS HOTEL**

Subject: Hotel Rooms for the Fire Battalion Chief Assessment Center
Department: Civil Service

Action Requested: Authorization to pay vendor for hotel rooms for the 24 assessors, 1 consultant, and 1 staff for the Fire Battalion Chief Assessment Center scheduled for April 3-7, 2017.
Contract Term: 04/02/17 To 04/08/17

Background: The Civil Service Department conducts assessment centers as part of the promotional process for the Fire Battalion Chief. Civil Service Department provides accommodation for all assessors and the consultant during the assessment center.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	DFD	HS00	DF03	3090		CTCVS1413E930	VC0000009473	\$26,251.68

Project No.:	Commodity Code: 97130		Financing			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

2/28/17
DATE

Approved as to form by City Attorney
DATE

By Assistant City Manager

2/27/2017
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175565

EFFECTIVE DATE

02-23-2017
ce

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB 27 PM 1:00
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Texas Health Presbyterian Hospital Dallas

Subject: Memorandum of Understanding (MOU) Department: Housing/WIC Program

Action Requested: This Memorandum of Understanding ("MOU") dated September 1st, 2016 is entered into by and between Texas Health Presbyterian Hospital Dallas ("Entity") and City of Dallas Women, Infant and Children's Service enters ("WIC"), which parties mutually agree that supervised clinical experience for students enrolled in the Entity's Dietetic Internship (DI) program will be provided at WIC.

Contract Term: 09/1/2016 To 10/31/2021

Background: 1) This MOU shall be effective when executed by both parties for a period beginning on 9/1/2016 and ending on 10/31/2021, and will be automatically renewed in accordance with the original term, unless otherwise terminated by one of the parties as set forth herein. (2) This MOU may be revised or modified by written amendment when both parties agree to such amendment. Several Entity agreements by both parties are outlined in the attached "MOU".

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
F495	HOU	2021		3361		Txhltprebyterian01	VS0000009138	-0-

Project No.:	Commodity Code:			Financing		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	M/WBE Certification Number
\$	\$	\$	\$	\$	

Approval: ~~Approved~~ as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

175565

Benedict Welch

2-13-17

JAN

2-22-17

By Department Director

DATE

Approved as to form by City Attorney

DATE

[Signature]
By Assistant City Manager

2/23/17
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175566

EFFECTIVE DATE

2-27-17 *ryb*

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

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2017 FEB 27 PM 2:04
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project? Yes No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: American Society of Composers Authors and Publishers (ASCAP)

Subject: Music Royalty Fees Department: Office of Cultural Affairs/WRR-FM

Action Requested: WRR is requesting authorization to pay royalty fees to American Society of Composers Authors and Publishers (ASCAP).

Contract Term: 01/01/17 TO 12/31/18

Background: This AA will allow WRR-FM to continue to broadcast music licensed by ASCAP. The ASCAP 2008 NRBMLC Radio Station License Agreement was final agreed upon and signed November 2015, by the Chief Executive Officers of ASCAP & NRBMLC Chairman. The City of Dallas and ASCAP signed the agreement April 2016. See attached spreadsheet and invoice for the amount of \$980 x 24 months is the total of \$23,520, (rounded off to \$24,000), the annual cost shall not exceed \$24,000.(2years)

FUND	DEPT	UNIT	ACTV	OBJ	TYPE	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1067	WR01	3074	MASC	WRR1067E1709	265824	\$24,000

Project No.: Commodity Code: 91514 Financing: CY MR Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval/ Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 2/23/17 DATE Approved as to form by City Attorney *[Signature]* 2-23-17 DATE

By Assistant City Manager *[Signature]* 2/27/17 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175567

EFFECTIVE DATE

2-21-17 *AR*

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

RECEIVED
2017 FEB 27 PM 2:05
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: BROADCAST MUSIC, INC. (BMI)

Subject: Music Royalty Fees Department: Office of Cultural Affairs/WRR-FM

Action Requested: WRR is requesting authorization to pay royalty fees, invoices to Broadcast Music, Inc. (BMI). Per the attached memo from BMI, we are still in the current interim BMI music performance license agreement.

Contract Term: 1/1/17 To 12/31/18

Background: This AA will allow WRR-FM to continue to broadcast music licensed by BMI with the existing "interim" agreement. The National Religious Broadcasters Music License Committee (NRBMLC) is about 95% completed with the work on the new BMI license agreement. The NRBMLC have been negotiating the final terms of a new final license agreement for periods from January 1, 2014 through December 31, 2018. BMI is hoping that a final agreement will be in placed by 2018. This agreement is for the next 2 calendar years, not to exceed the annual cost of \$7,600. (rounded off estimated amount)

FUND	DEPT	UNIT	ACTV	OBJ	Document Type	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1067	WR01	3074	MASC	WRR1067E1706	265823	\$7,600
Total								\$7,600

Project No.: Commodity Code: 91514 Financing: CY MR Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director DATE 2/8/17

[Signature]
Approved as to form by City Attorney DATE 2-23-17

[Signature], ASSISTANT CITY MGR 2/23/17



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175568

EFFECTIVE DATE

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

2-27-17
AR

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2017 FEB 27 PM 2:05
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: **Society of European Songwriters, Authors & Composers (SESAC)**

Subject: **Broadcasting Music License Royalty Fees** Department: **Office of Cultural Affairs/WRR-FM**

Action Requested: WRR is requesting to pay monthly invoice payments to SESAC covering Music License, Digital Radio License and Website License for calendar year 2016. The Radio Music License Committee (RMLC) has not completed the agreement for signatures.

Contract Term: **1/1/17 To 12/31/18**

Background: WRR pays royalties for broadcasting music composed or performed by SESAC's clients. In 2011, the contract was amended retroactively through the National Religious Broadcasters Music License Committee (NRBMLC), of which WRR is a member. This agreement is for the next 2 calendar years, not to exceed the annual cost of \$15,200. (rounded off estimated amount)

FUND	DEPT	UNIT	ACTV	OBJ	DOCUMENT TYPE	ENCUMBRANCE	VENDOR	AMOUNT
0140	OCA	1067		3074	MASC	WRR1067C1718	265827	\$15,200
							Total	\$15,200

Project No.: _____ Commodity Code: **91514** Financing **CY MR Funds**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director 2/8/17 DATE

Approved as to form by City Attorney 2-23-17 DATE

By Assistant City Manager 2/27/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175569

EFFECTIVE DATE

02/27/2017 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2017 FEB 27
 CITY SECRETARY
 DALLAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Dallas Farmers Market

Subject: Library BookBike @ Dallas Farmers Market Department: Library

Action Requested: Authorize execution of an agreement between the Dallas Farmers Market and City of Dallas through the Dallas Public Library to include the Library's Book Bike in the Children's Playscape Dedication event scheduled for April 1, 2017.

Contract Term: _____ To _____

Background: The Dallas Farmers Market and Downtown Dallas, Inc. officially opens the new Playscape at the Farmer's Market on April 1, 2017. Activities scheduled for the opening event include: children's activities including music, balloon twisting and face painting, crafts, and a wild bird exhibitor. The Dallas Public Library will participate by bringing a BookBike with children's books and informational materials about library programs, services targeted for children and register new library card holders. At no cost to the City, the Dallas Farmers Market has requested that a Vendor Contract be signed by those participating. Authorization is requested to execute this contract. Please see attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.: _____ Commodity Code: _____ Financing _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of The Dallas City Code.

[Signature]
By Department Director

02.23.17
DATE

[Signature] 2/27/17
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

2/27/17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175570

EFFECTIVE DATE

02/27/2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: NASA, Lyndon B Johnson Space Center

Subject: NASA Photography Exhibition Department: Library

Action Requested: Approval to sign, execute loan agreement and process payment for shipment costs with NASA for their collection of framed photos-Exhibit 3937, Special Effects from Space, to be exhibited on the 4th floor of the J. Erik Jonsson Central Library.

Contract Term: 3/1/2017 To 4/1/2017

Background: The NASA Lyndon Johnson Space Center in Houston offers exhibitions for loan and currently the NASA Exhibit 3937 Special Effects featuring photography of Earth from outer space from is available to be exhibited at the J. Erik Jonsson Central Library beginning March 1, 2017. This is set to be the Bradshaw Gallery's most important exhibit of the year and will coincide with the Library's Women's History Month events. NASA approved the outreach idea for Library patrons to write letters to female astronauts in honor of WHM and in support of this exhibit. The exhibit also coincides with the theatrical release of the film 'Hidden Figures' and complements Neil DeGrasse Tyson's visit to Dallas at the AT&T Performing Arts Center. It is anticipated that this exhibit will educate customers about outer space and enrich their experience by placing science in a fine art space.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
								\$0.00

Project No.: Commodity Code: Financing

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

02.23.17 DATE

Approved as to form by City Attorney DATE 2/27/17

By Assistant City Manager

2/27/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175571

EFFECTIVE DATE

1-26-17

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CITY SECRETARY
DALLAS, TEXAS
FEB 28 AM 8:01

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Roberto Munguia

Subject: Professional Services Department: OCA

Action Requested: Authorization is requested to pay Roberto Munguia to provide 35 pieces of his own artwork for the visual arts exhibition "Roberto Munguia: Buscador/Descubridor" at the Latino Cultural Center. The exhibit will run from January 27 - April 1, 2017. Consultant works in various mediums and this exhibition will showcase his work as a leading figure in Latino/Chicano art in Dallas. The following individuals submitted bids for this service: Roberto Munguia, Daniel Yanez, and Raymond Butler. Roberto Munguia is the only vendor who can provide these services.

Contract Term: January 27, 2017 To April 1, 2017

Background: Robert Munguia is a Latino/Chicano artist that works with diverse media and has exhibited nationally and internationally. The all-inclusive fee for this service will not exceed twelve thousand, one hundred and ten dollars (\$12,110.00). Consultant understands that the City of Dallas will pay Consultant in one (1) payment upon receipt of consultant's final invoice and upon completion of services in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	OCA	4805		3089		OCA4805V130	VS93162	\$12,110.00

Project No.:	Commodity Code: 96207				Financing	Current Funds
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director DATE 1/19/17

Approved as to form by City Attorney DATE 2-23-17

By Assistant City Manager DATE 1-26-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175572

EFFECTIVE DATE

FEB 28 2017

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CITY SECRETARY
DALLAS, TEXAS
FEB 28 AM 9:51

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: American Legal Publishing Corp.

Subject: Professional Services Contract Department: City Attorney's Office

Action Requested: Authorize a four-year contract with two one-year extension options with American Legal Publishing Corp. for the publication, supplementation, and electronic posting of the Revised Code of Civil and Criminal Ordinances of the City of Dallas, Texas also known as the Dallas City Code. This contract shall not exceed \$61,543.60.

Contract Term: Four Years

Background: Authorize a four-year contract with two one-year extension options with American Legal Publishing Corp. for the publication, supplementation, and electronic posting of the Revised Code of Civil and Criminal Ordinances of the City of Dallas, Texas also known as the Dallas City Code. This four-year contract shall not exceed \$61,543.60.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	ATT	VARIOUS		2860		ATT000117D69	265371	\$61,543.60

Project No.: _____ Commodity CodVS0000075271e: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE

lmc



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175573

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

EFFECTIVE DATE

FEB 22 2017

CITY SECRETARY
DALLAS, TEXAS

2017 FEB 28 AM 10:35

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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79^o of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Lonestar Fence

Subject: Pay Invoice Department: Equipment and Building Services (EBS)

Action Requested: Encumber funds to pay an invoice for the installation of a 6 ft. tall iron fence.

Contract Term: 1/23/2017 To 06/23/2017

Background: Lonestar Fence was contacted to complete the installation of a commercial iron post fence at Central Library. The Master Agreement for fencing expired on 10/23/2016. During the end-of-year FY 2016-17 budget reconciliation the delivery order associated with fencing was released. This administrative action requests payment for the outstanding invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	EBS	3062		3210		EBS173062CT12	500197	\$7,684.00
							Total	\$7,684.00

Project No.: Commodity Code: 98815 Financing: CURRENT

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

2/17/2017
DATE

Approved as to form by City Attorney DATE

By Assistant City Manager

2/22/17
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

175574

EFFECTIVE DATE

2/21/2017

CITY OF DALLAS

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79© of the City Code.
- f. Other (explain on attachment)

2017 FEB 28 AM 11:19
 CITY SECRETARY
 DALLAS, TEXAS
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2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: Garrett Group LLC

Subject: Natural Gas Rate Case Consulting Services Department: Office of Financial Services

Action Requested: Authorize a Professional Services Contract with Garrett Group LLC for the review of the Atmos Dallas Annual Rate Review rate case filed with the City on January 13, 2017.

Contract Term: February 15, 2017 To November 30, 2017

Background: Garrett Group LLC has expertise in natural gas regulatory proceedings and is currently assisting the City in its review of the Atmos Pipeline rate case before the Railroad Commission of Texas. Due to the statutory deadline of May 28, 2017 for Council action this is an urgent matter. The costs are to be fully reimbursed by Atmos Energy at the conclusion of the case.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0001	BMS	1246		3070			VC16665	\$48,000

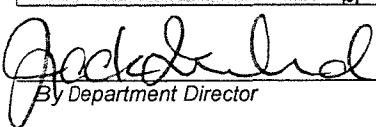
Project No.: _____ Commodity Code: _____ Financing: _____

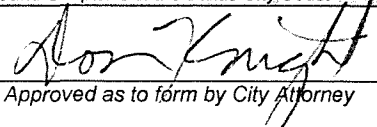
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage


MWBE INFORMATION- Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group	African-American	Hispanic	Caucasian-Female	Other Minority	MWBE Certification Number
\$	\$	\$	\$	\$	

Approval: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

 2/15/17 DATE
 By Department Director

 2/16/17 DATE
 Approved as to form by City Attorney

 2/21/17 DATE
 By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175575

EFFECTIVE DATE

February 28, 2017

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CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Computronix (U.S.A.), Inc.

Subject: Support Services for POSSE Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 9 to authorize a change order to the contract for support services outside of what is normally provided to customers under the support and maintenance agreement.
Contract Term: 2/15/2017 to 5/31/2019

Background: Council approved a five-year acquisition contract with Computronix in 2014. This change order will authorize additional support from the vendor to assist the Communication & Information Services Department (CIS) running as defined in the service level agreement. Ad-hoc mentoring from the vendor will also provide the CIS team the ability to maintain the system to reduce possible downtime. *There is no cost impact associated with this action. A delivery order (DO) will be issued for services procured against the contract master agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0150	DEV	3141		3070		MA-BUZ1427	502997	\$0.00
TOTAL:								\$ 0.00

Project No: Commodity Code: Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
8	14-1669	10/8/2014	\$3,294,830.00	\$0.00	\$0.00	0%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch

By Department Director (Feb 22, 2017) DATE

Don Knight

Approved as to form by City Attorney (Feb 22, 2017) DATE

Mark McDaniel

By Assistant City Manager (Feb 28, 2017) DATE

SR



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

175576

EFFECTIVE DATE

February 28, 2017

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

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- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
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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 (explain on attachment)

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CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Public Engines, Inc.

Subject: TipSoft Online Subscription Department: Communication & Information Services

Action Requested: Authorize an annual subscription to TipSoft online citizen crime tip submission portal.

Contract Term: 1/1/2017 to 12/31/2018

Background: TipSoft is an easy to use and highly secured web hosted application that provides the public with multiple means to submit tips and leads regarding crime and suspicious activity directly to the Dallas Police Department (DPD). TipSoft provides citizens with SMS text, mobile application and online submission of tips. It further provides DPD with an online management application to securely receive, reply to, query on, disseminate, dispose of and report in detail on all tips regardless of source.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
0198	DSV	1675		3099		MASC DSV18TIPSOFT	VS0000069102	\$6,440.00
TOTAL:								\$6,440.00

Project No: Commodity Code: 92045 Financing: Current Funds-Subject to Annual Appropriations

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch (Jan 30, 2017)

Don Knight (Feb 23, 2017)

By Department Director

DATE Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE