



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180136

EFFECTIVE DATE

1/30/18

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) Rebate Payment

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: Janet Butcher Vendor No. VC18055
 Subject: Home Improvement Rebate Program Department: Housing & Neighborhood Revitalization

Action Requested: Final payment for home improvement rebate at 13925 Rolling Hills Lane, Dallas, TX 75240 pursuant to Home Improvement Rebate Program (HIRP).

Contract Number: N/A Contract Term: 6/19/2017 To 6/19/2018

Background: Pursuant to City Council Resolution No. 16-1654, approved on October 11, 2016, Dallas homeowners may apply for a rebate up to \$5,000 for repairs and renovations to their property.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	HOU	4288	HO91	3099	HIRP	CX HOU-2018-00005013	\$5,000.00
TOTAL:							\$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.

[Signature]
By Department Director DATE 1/17/2018

[Signature]
Approved as to form by City Attorney DATE 2/5/18

[Signature]
By Assistant City Manager DATE 1/30/18



ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180137

EFFECTIVE DATE

FEB 05 2018

INSTRUCTIONS

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

2018 FEB -7
 CITY OF DALLAS
 PUBLIC WORKS
 2:22

VENDOR NAME	Tiseo Paving Company	VENDOR NUMBER	011466
CONTRACT NAME	Street Reconstruction Group 12-631 Highland Hills Drive- PB12S435	DEPARTMENT	Public Works

ACTION REQUESTED

Authorize Change Order No. 1 to the construction contract with Tiseo Paving Co., for Street Reconstruction Group 12- 631 in the amount of \$0.00. This action will not change the contract amount of \$4,996,582.45.

CONTRACT NUMBER:	PBW-2017-00003465	CONTRACT TERM:	9/22/2015 To 04/22/2018
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BACKGROUND

During construction, Public Works received a request from Transportation Department to install continental crosswalks, stop line and centerline pavement markings at the Simpson Stuart Road and Bonnie View Road intersections with Highland Hills Drive to help facilitate the safety of both pedestrians and motorists as they navigate through these intersections. Consequently, it is necessary to add installation of pavement markings to the contract. This will require reducing the quantity of an existing item and adding new items to the contract. All items needed for this change order are listed in the attachment.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT \$0.00
PROGRAM NO.:	PB12S435	COMMODITY CODE:	FINANCING:				

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: N/A

CHANGE ORDER DATA

Change Order No.	1	Original CR/AA No.	15-1769
Original CR/AA Date	09/22/15	Original CR/AA Amount	\$4,996,582.45
Total of Previous Change Orders	0		
Change Amount Including this Order	\$0.00		
Total Change Order Percentage	0.00%		

APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

2/5/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180138

EFFECTIVE DATE

JAN / 9 2018

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)

2018 FEB 15 PM 4:41

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: Huitt-Zollars, Inc. Vendor No. 090025

Subject: Erosion Control Improvements Group 2 Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Huitt-Zollars, Inc. for additional services for Erosion Control Group 2. Supplemental Agreement No. 1 increases the contract amount by \$27,460.00 to a new total of \$215,456.00.

Contract Number: TWM-2016-00000101 Contract Term: 2/10/2016 To 6/30/2018

Background: During the design phase of Erosion Control Group 2, it was determined that additional special services were needed to prepare easement documents for the project. This action is needed for additional survey work and field notes required for four permanent erosion control easements, splitting the easements into surface and subsurface parcels and additional design efforts to minimize tree impacts associated with the Erosion Control Group 2 project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
8T23	TWM	S746	ERC	4111	TW12S746	TWM12S746A1 v51	\$9,800.00
8T23	TWM	S755	ERC	4111	TW12S755	TWM12S746A1 110	\$17,660.00
TOTAL:							\$27,460.00

Project No: TW12S746/755 Commodity Code: 92500 Financing: 2012 Bond 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
1	16-0290	2/10/2016	\$187,996.00	\$0.00	\$215,456.00	14.61%

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

1/10/18
DATE

[Signature]
Approved as to form by City Attorney
2-7-18
DATE

[Signature]
By Assistant City Manager

1-10-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180139

EFFECTIVE DATE

2/5/18

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) Rebate Payment

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: Karen Blunt Vendor No. VS95118
 Subject: Home Improvement Rebate Program Department: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for home improvement rebate at 8176 Clear Springs Road, Dallas, TX 75240 pursuant to Home Improvement Rebate Program (HIRP).
 Contract Number: HOU-2018-00005254 Contract Term: 7/13/2017 To 7/13/2018

Background: Pursuant to City Council Resolution No. 16-1654, approved on October 11, 2016, Dallas homeowners may apply for a rebate up to \$5,000 for repairs and renovations to their property.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	HOU	4288	HO91	3099	HIRP	CX HOU-2018-00005254	\$3,272.19
TOTAL:							\$3,272.19

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: 1/30/2018 DATE

Approved as to form by City Attorney: 2/14/18 DATE

By Assistant City Manager: 2/5/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180140

EFFECTIVE DATE

2/5/18

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) Rebate Payment

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: Sandra Johnson Vendor No. VS95205

Subject: Home Improvement Rebate Program Department: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for home improvement rebate at 10627 Aledo Drive, Dallas, TX 75228 pursuant to Home Improvement Rebate Program (HIRP).

Contract Number: HOU-2018-00005263 Contract Term: 7/13/2017 To 7/13/2018

Background: Pursuant to City Council Resolution No. 16-1654, approved on October 11, 2016, Dallas homeowners may apply for a rebate up to \$5,000 for repairs and renovations to their property.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	HOU	4288	HO91	3099	HIRP	CX HOU-2018-00005263	\$3,357.85
TOTAL:							\$3,357.85

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]* 1/30/2018 DATE

Approved as to form by City Attorney *[Signature]* 2/22/18 DATE

By Assistant City Manager *[Signature]* 2/5/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185201

EFFECTIVE DATE

JAN 30 2018

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

MB

- 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) 6 month rental agreement

RECEIVED
CITY OF DALLAS
JAN 30 2018

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 Heil Co. / Big Truck Rental, LLC	Vendor No.	352128 / VS96508
Subject:	Front End Loader Rental	Department:	SAN

Action Requested: Authorize a service contract with The Heil Co. / Big Truck Rental, LLC for 6 months for the rental of one Front End Loader through National Joint Powers Alliance (NJPA) cooperative program. The contract term will begin upon date specified in Director's written notice to proceed.

Contract Number:	SAN-2018-00005189	Contract Term:		To:	
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Background: The Department of Sanitation Services provides refuse collection services at over 195 City facilities and recycling collection services at over 230 City facilities and other community drop off locations citywide. The department utilizes front end loaders (FEL's) to provide the majority of this service, which is done via dumpster collection. The rental of this unit will allow Sanitation Services to continue operations until the currently owned equipment is repaired.

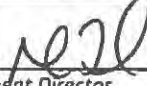
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
440	SAN	3504		3060			\$47,175.00
TOTAL:							\$47,175.00

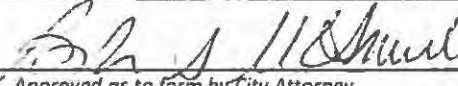
Project No:	BN1807	Commodity Code:	98100	Financing:	Sanitation Current Funds		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	
0	NA		\$0.00	\$0.00	\$0.00	0.00%	


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

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

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

 1/26/18
 By Department Director DATE

 2/1/2018
 Approved as to form by City Attorney DATE

 1.30.18
 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

185202

EFFECTIVE DATE

01/23/2018 *DR*

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
25 FEB - 1 AM 01/23/18
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: Move Solutions, Ltd. Vendor No. 333682

Subject: Mobile File System Department: City Secretary's Office

Action Requested: Authorize payment for file moving service to Move Solutions, Ltd for packing file contents from the mobile file system on to book carts, disassemble the mobile file system, relocate the book carts and mobile file system from City Hall, 5DS to Records Center on L2DN, re-assemble, install and level the mobile file system, replace file contents on mobile file system from the book carts.

Contract Number: SEC-2018-00005153 Contract Term: 11/21/2017 To 11/27/2017

Background: *BAU* The emergency service was needed relocate the mobile file system. Due to the transfer of Open Records Request Center added to the City Secretary's Office in October, it is necessary to remove the existing file area and its contents to a space six floors away.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	SEC	1368		3099		CX-SEC-2018-00005273	\$7,885.33
TOTAL:							\$7,885.33

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.

[Signature]
By Department Director

1/23/18
DATE

[Signature]
Approved as to form by City Attorney
2/1/2018
DATE

[Signature]
By Assistant City Manager
1/23/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185203

EFFECTIVE DATE

01/29/2018 DM

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) Interpreting Services

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: Bilingual Business Communications Vendor No. 353769

Subject: Interpreting and Translation Services Department: Civil Service

Action Requested: Authorization to pay vendor for interpreting services for Trial Board Hearing of Mr. Rodrigo Quintero held on January 25, 2018 at the Civil Service Department.

Contract Number: CVS-2018-00005319 Contract Term: 1/25/2018 To 1/25/2018

Background: Civil Service provides Trial Board Hearings for discharged and demoted employees from City of Dallas departments. Interpreting services may be required by the City Attorney when the appellant is not a proficient English speaker.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CVS	1412	CS01	3070		CX-CVS-2018-00005319	\$540.00
TOTAL:							\$540.00

Project No:	Commodity Code: 96124	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.

Donald 1/26/18 By Department Director DATE

[Signature] 2/1/20 Approved as to form by City Attorney DATE

[Signature] 1/29/18 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

185204

EFFECTIVE DATE

JAN 26 2018

RECEIVED
2018 FEB -1 AM 11:12
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(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: Family and Child Guidance Centers Vendor No. VS94062

Subject: SAMHSA Grant Department: CAO

Action Requested: Authorize a contract between the City of Dallas and Family and Child Guidance Centers to provide screenings, assessments and intensive case management services to program participants in the South Dallas Drug Court and the Downtown Night Court, not to exceed \$45,000.00.

Contract Number: ATT-2018-00005297 Contract Term: 10/1/2017 To 9/30/2018

Background: On September 27, 2017, City Council by Council Resolution No. 17-1534 authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. Under this contract, Family and Child Guidance Centers will provide services to participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court and the Downtown Night Court, in an amount not to exceed \$45,000.00

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
F503	ATT	2051		3070	FY17-18	ATT-2018-00005297	\$45,000.00
TOTAL:							\$45,000.00

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

1-24-18 DATE

Approved as to form by City Attorney

2/7/2018 DATE

ORIGINAL - City Secretary

By Assistant City Manager

1-28-18 DATE

REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185205

EFFECTIVE DATE

1-4-18

RECEIVED - CITY SECRETARY
JAN 11 11:53 AM
CITY OF DALLAS

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional/Personal/Planning/Other Service contracts: \$50,000 or less
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79 of the City Code
- f. Other (explain on attachment) 12 month 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: Masco Service

Subject: DPD - Helicopter Parts, Repairs and Maintenance Department: Dallas Police Department

Action Requested: Authorize the extension of the service contract with Masco Service for an additional 12 months under the same terms and conditions.

CONTRACT NO. POM-2016-0001505^{2W} Contract Term: 1-19-18 To 1-18-19

Background: On December 9, 2009 City Council authorized a forty-eight month service contract with Masco Service in an amount not to exceed \$49,090.00 by Resolution No. 09-2930. This extension will continue to provide helicopter parts, maintenance and service repairs resulting from Solicitation No. BP0921

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA-BP0921	239733	\$0.00

Project No.:	BP0921	Commodity Code:	90516	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
04	09-2930	12-9-2009	\$49,090.00	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
	\$ 0	\$ 0	\$ 0	\$ 0	

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

By Department Director: 1/2/18 DATE

By Assistant City Manager: 1-4-18 DATE

Approved as to form by City Attorney: 1/11/18 DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185206

EFFECTIVE DATE

CITY OF DALLAS

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

Handwritten notes and stamps: 1-17-18, 11:58, and other illegible markings.

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) 12 month 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 *mm*

Vendor Name: Radio Masters, Inc.

Subject: DPD - Helicopter Parts, Repairs and Maintenance Department: Dallas Police Department

Action Requested: Authorize the extension of the service contract with Radio Masters, Inc. for an additional 12 months under the same terms and conditions.

CONTRACT NO. POM-2016-00001505^{ew} Contract Term: 1-19-18 To 1-18-19

Background: On December 9, 2009 City Council authorized a forty-eight month service contract with Radio Masters, Inc. in an amount not to exceed \$436,998.00 by Resolution No. 09-2930. This extension will continue to provide helicopter parts, maintenance and service repairs resulting from Solicitation No. BP0921

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA-BP0921	517731	\$0.00

Project No.: BP0921 Commodity Code: 90516 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
04	09-2930	12-9-2009	\$436,998.00	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]* 1/2/18 DATE Approved as to form by City Attorney *[Signature]* 1/30/18 DATE

By Assistant City Manager *[Signature]* 1-4-18 DATE

Original - City Secretary

REV 01/2016



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185207

EFFECTIVE DATE

CITY OF DALLAS

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

1-4-18

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) 12 month extension

RECEIVED - 1 PM 1:55 PM
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: Uniflight, LLC

Subject: DPD - Helicopter Parts, Repairs and Maintenance Department: Dallas Police Department

Action Requested: Authorize the extension of the service contract with Uniflight, LLC for an additional 12 months under the same terms and conditions.

CONTRACT NO. POM-2016-00001505 Contract Term: 1-19-18 To 1-18-19

Background: On December 9, 2009 City Council authorized a forty-eight month service contract with Uniflight, LLC in an amount not to exceed \$2,000,000.00 by Resolution No. 09-2930. This extension will continue to provide helicopter parts, maintenance and service repairs resulting from Solicitation No. BP0921

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA-BP0921	VS0000042002	\$0.00

Project No.: BP0921 Commodity Code: 90516 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
04	09-2930	12-9-2009	\$2,000,000.00	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 1/2/18

Approved as to form by City Attorney DATE 1/30/18

By Assistant City Manager DATE 1-4-18



ADMINISTRATIVE ACTION

CITY OF DALLAS

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

ADMINISTRATIVE ACTION

185208

EFFECTIVE DATE

1-4-18
2018 FEB -1 PH 1:58
CITY SECRETARY
FALLS 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) 12 month 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: AeroMaritime America, Inc.

Subject: DPD - Helicopter Parts, Repairs and Maintenance Department: Dallas Police Department

Action Requested: Authorize the extension of the service contract with AeroMaritime America, Inc. for an additional 12 months under the same terms and conditions.

CONTRACT No. DOM-2016-00001505²⁶ Contract Term: 1-19-18 To 1-18-19

Background: On December 9, 2009 City Council authorized a forty-eight month service contract with AeroMaritime America, Inc. in an amount not to exceed \$1,580,426.00 by Resolution No. 09-2930. This extension will continue to provide helicopter parts, maintenance and service repairs resulting from Solicitation No. BP0921

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	VENDOR	AMOUNT
						MA-BP0921	VS0000048233	\$0.00

Project No.: BP0921 Commodity Code: 90516 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
04	09-2930	12-9-2009	\$1,580,426.00	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: 1/2/18 DATE

Approved as to form by City Attorney: 1/30/18 DATE

By Assistant City Manager: 1.4.18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185209

EFFECTIVE DATE

JAN 26 2018

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)

2018 FEB -1 PM 5:00
 RECEIVED
 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:	Michael's Key Inc	Vendor No.	VS0000064916
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Subject:	Rekey & Maaster Locks for doors at DallasLove Field	Department:	AVI
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Action Requested: Authorize Administrative Action that authorizes increase of MASCAVIMKI022217 by an additional \$3500.00 to include additional doors that need re-keying. Original AA#175658 was for \$17,500.00, additional funds needed \$3,500.00 for a total of \$21,000.00

Contract Number:	AVI-2018-00005172	Contract Term:	3/1/2017	To	9/1/2017
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Background: DAL has developed a new key identification system throughout the entire airport. This system was developed due to the overwhelming number of Master Keys that were distributed to various employees. Original AA#175658 was to provide, replace, and re-pin spare lock cores. Upon switching out cores, more doors were discovered that need immediate attention. Inner offices had unknown cores that requires access by emergency personnel. Airline cores were installed outside of the new airport key system. An additional \$3,500.00 is needed to perform above task of replacing and re-pinning of those cores.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0130	AVI	7710	AV11	3099		MASCAVIMKI022217
TOTAL:								\$3,500.00

Project No:	Commodity Code:	91048	Financing:
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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	175658	3/1/2017	\$17,500.00	\$0.00	\$3,500.00	%

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

1/25/18
 DATE

Approved as to form by City Attorney

2-1-18
 DATE

By Assistant City Manager

1-26-18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185210

EFFECTIVE DATE

1-12-18

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

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

CITY OF DALLAS
2018 FEB -1 PM 5:00
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:	North Texas Sales & Dist, LLC	Vendor No.	513949
Subject:	Repair of the Hotsy Pressure Wahser	Department:	AVI

Action Requested: Authorize Administrative Action approving the repair of AVI's Hotsy Pressure Washer. Purchase of parts and labor is a total of \$1,194.99

Contract Number:	AVI-2018-00004865	Contract Term:	1/2/2018	To	7/2/2018
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Background: AVI uses a high powered Hotsy Pressure Washer to maintain areas around the airport. The Hotsy Pressure Washer is in need of a gas valve that has malfunctioned. Repair and replacement of this part will allow the pressure washer to function properly.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0130	AVI	7722	AV06	3110		CX-AVI77224865
TOTAL:								\$1,194.99

Project No:	Commodity Code:	92900	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: 1/8/18	 Approved as to form by City Attorney DATE: 1-12-18	 By Assistant City Manager DATE: 1/31/18
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CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185211

EFFECTIVE DATE

February 01, 2018

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

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- 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)

2018 FEB 01 AM 10:30
 RECEIVED - 2 AM 10:30
 CITY OF DALLAS
 COMMUNICATIONS DEPARTMENT

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:	CovertTrack Group, Inc.	Vendor No.	VS0000070404
Subject:	Asset Tracking System	Department:	Communication & Information Services

Action Requested:	Authorize Supplemental Agreement No. 2 to extend the master agreement term for asset tracking equipment and services used by the Dallas Police Department. (DPD)			
Contract Number:	DSV-2018-00004982	Contract Term:	7/22/2018	To 7/21/2020

Background: In 2013, Council authorized a contract for the acquisition of an asset tracking system for DPD. The master agreement provides a mechanism to buy new and replacement equipment as needed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						MA BUZ1302	\$0.00
TOTAL:							\$ 0.00

Project No:	NA	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
2	13-0801	5/22/2013	\$1,339,500.00	\$0.00	\$0.00	0.00%

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

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

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

William Finch
William Finch (Jan 19, 2018)
 By Department Director Jan 19, 2018 DATE

[Signature]
 Approved as to form by City Attorney Feb 1, 2018 DATE

[Signature]
John P. [unclear] (Feb 1, 2018)
 By Assistant City Manager Feb 1, 2018 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185212

EFFECTIVE DATE

February 01, 2018

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 -2 11 2018
 CITY OF DALLAS
 COMMUNICATIONS DEPARTMENT

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, Inc.	Vendor No.	514648
Subject:	Computer-Aided Dispatch (CAD) System	Department:	Communication & Information Services

Action Requested: Authorize Supplemental Agreement 7 to purchase additional InformCAD licenses and a year of maintenance for use with the Computer-Aided Dispatch (CAD) system.

Contract Number:	DSV-2016-00000723	Contract Term:	2/1/2018	To	1/31/2020
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Background: The City has been using the InformCAD application to perform critical first responder operations. Due to its technological advancements, it allows for Public Safety to enhance workflow, ensuring that the most effective response, disposition, analysis and reporting can efficiently occur. This authorization approves the purchase of two (2) additional licenses to create two (2) additional dispatch stations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0191	DSV	2911		4735		CX DSV-2016-00000723	\$26,840.00
TOTAL:							\$26,840.00

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
7	15-1736	9/22/2015	\$7,251,132.08	\$21,650.85	\$48,490.85	0.67%

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 24, 2018)
 By Department Director DATE

Barbara A. McAninch
 Barbara A. McAninch (Feb 2, 2018)
 Approved as to form by City Attorney DATE

Jon P.
 Jon P. Puzkett (Feb 1, 2018)
 By Assistant City Manager DATE

BAMC
 B.A.M.C.



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185213

EFFECTIVE DATE

Feb 1, 2018

RECEIVED - 2 AM 10:00
CITY SECRETARY
DATE: 2/1/2018

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

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

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

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

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

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

Vendor Name:	Seattle Software Business, Inc. dba Orbus Software	Vendor No.	VS88381
Subject:	Orbus iServer Modules Services EULA Amended	Department:	Communication and Information Services
Action Requested:	Authorize Supplemental Agreement No.1 to attach the software End-User Licensing Agreement (EULA) to the existing service contract for Orbus iServer portal Enterprise Architecture software and hosting services, as amended.		
Contract Number:	DSV-2017-00003595	Contract Term:	1/18/2018 To 6/6/2018

Background: Orbus provides an Enterprise Architecture subscription for enhanced Microsoft products that allows end-users access to dedicated iServer Learning Center and knowledge base application. The amendment covers a more wider range of defined terms and conditions, provisions to the maintenance agreement, and standard business practices reflecting the perpetual license granted to the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1749		3099		CX DSV-2017-00003595	\$0.00
TOTAL:							\$0.00

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
1	17-7065	11/3/2017	\$1,850.00	\$0.00	\$0.00	0.00%

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

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

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

William Finch Jan 3, 2018 [Signature] Feb 1, 2018
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] Feb 1, 2018
 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

105214

EFFECTIVE DATE

1/30/2018

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)

STAMP: CITY OF DALLAS, FEB-2018

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:	D Magazine Partners	Vendor No.:	263988
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Subject:	Magazine Advertisement	Department:	ECO
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Action Requested: Authorize contract with D Magazine Partners for full-page advertisements in five publications in partnership with the Dallas Regional Chamber of Commerce.

Contract Number:	ECO-2018-00005340	Contract Term:	2/1/2018	To	12/1/2018
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Background: Full-page advertisements in the four quarterly Dallas Regional Chamber of Commerce Real Estate Guide magazines and the annual DRC Economic Development Guide provide the city exposure to businesses and real estate developers looking to invest in and/or expand operations within the City. These leads may create jobs and revitalize neighborhoods. The advertisements distinguish the City from surrounding suburban communities emphasizing an urban, dense, inclusive business environment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1164		3320		CX ECO-2018-00005340	\$12,500.00
TOTAL:							\$12,500.00

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: [Signature] for Courtney Payne 1/29/18 DATE
 Approved as to form by City Attorney: [Signature] 1/31/18 DATE
 By Assistant City Manager: [Signature] 1/30/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185215

EFFECTIVE DATE

JAN 28 2018

RECEIVED
FEB -2 AM 11:29
CITY OF DALLAS

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

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

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: Equipment Depot Vendor No. 019893

Subject: Forklift Repair for Dallas Love Field SallyPort Department: AVI

Action Requested: Authorize Administrative Action to make repairs to forklift at Dallas Love Field SallyPort.

Contract Number: AVI-2018-00005077 Contract Term: 1/2/2018 To 6/2/2018

Background: All deliveries that comes through Dallas Love Field Terminal must first be inspected at the SallyPort. This is where goods are inspected as they arrive, before being transported to the terminal. AVI has a forklift that helps transport these items off of one truck onto another. Diagnosis has indicated that brakes are needed to be replaced as the lift will not operate without. Purchase of brake assembly and repair will total \$1,011.23

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	EMER	3110		AVI-2018-00005077	\$1,011.23
TOTAL:							\$1,011.23

Project No: Commodity Code: 28760 Financing:

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

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

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

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

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185216

EFFECTIVE DATE

JAN 24 2018

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)

2018 FEB 2 PM 3:31

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:	Sentry Custom Security Inc.	Vendor No.	VS92081
Subject:	Library Security Gates and Equipment	Department:	Library

Action Requested: Authorize a three (3) year agreement with Sentry Custom Security Inc. to provide maintenance and pricing for security detection equipment.

Contract Number:	LIB-2018-00005217	Contract Term:	2/1/2018	To	1/31/2021
------------------	-------------------	----------------	----------	----	-----------

Background: Under a previously executed City contract (MA YBF), the Dallas Public Library has invested in WAM electromagnetic detection systems (security gates) at the J. Erik Jonsson Central Library and 26 branch library locations. Three (3) quotes were solicited for maintenance and repair on an as needed basis. Optional pricing was also requested for new/replacement security gates and book detection equipment. Repair and Maintenance will not exceed \$25,000 for the term of this agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5322		3110		LIB-2018-00005217	\$25,000.00
TOTAL:							\$25,000.00

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.

[Signature]
By Department Director

8.19.18
DATE

[Signature] 2/2/2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

1-24-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

105217

EFFECTIVE DATE

1/25/18

RECEIVED
FEB-2 PM 4:07
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%)
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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)

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:	Sunbelt Rentals, Inc.	Vendor No.:	5Q7070
Subject:	Emergency rental of portable cooling units	Department:	Park and Recreation - Fair Park
Action Requested:	Authorize an encumbrance of \$5,215.00 to Sunbelt Rentals, Inc. The vendor provided portable cooling units required due to mechanical failure of the Tower Building HVAC System (services rendered). Contact Dee Hirsch (214) 670-8508		
Contract Number:	PKR-2018-00005076	Contract Term:	10/12/2017 To 10/23/2017

Background: Per request of the Fire Marshal, emergency cooling units were procured during the State Fair of Texas for the Tower Building. Interior building temperatures had reached 89 degrees due to a mechanical failure with the HVAC system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5207		3210		PKR-2018-00005076	\$5,215.00
TOTAL:							\$5,215.00

Project No.:	Commodity Code:	98100	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] 1-25-18 *[Signature]* 1-29-2017
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] *[Signature]*
 Robert Abtah, President By Assistant City Manager
 Park and Recreation Board Secretary
 ORIGINAL - City Secretary Park and Recreation Board
 REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185218

EFFECTIVE DATE

JAN 9 2018

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) Services Rendered

FEB 2 2018
 2:18 PM
 CITY OF DALLAS
 SECRETARY

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: Culinaire Vendor No. VS0000346503

Subject: Soar Like An Eagle 2017 Conference Department: PKR

Action Requested: Authorize an encumbrance of \$13,245.05 with Culinaire. The vendor provided catering service for the Leadership Development Conference held on November 3, 2017 (services rendered). Contact: Denyce Cole (214) 670-8859

Contract Number: PKR-2018-00004869 Contract Term: 10/1/2017 To 12/30/2017

Background: Culinaire specializes in food and beverage management and provides catering services. Culinaire was founded in 1993 and is based in Dallas. Culinaire is the soul source for the Meyerson Symphony Center.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5168		2232		PKR-2018-00004869	\$13,245.05
TOTAL:							\$13,245.05

Project No: Commodity Code: 96115 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: 1-03-18
 Approved as to form by City Attorney: *[Signature]* DATE: 1-5-18
 Attested by: *[Signature]* DATE: 1-12-2018
 Robert Abtani, President
 Park and Recreation Board
 ORIGINAL City Secretary



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185219

EFFECTIVE DATE

NOV 20 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)

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:	Animal Edutainment, Inc	Vendor No.	358348	
Subject:	Live Animal Classes	Department:	Park and Recreation	
Action Requested:	Authorize a master agreement for \$12,500.00 for Animal Edutainment. This vendor will provide a total of 25 fifty-five minute Ultimate Safari classes. The classes will be provided at 24 CDBG Outreach After School sites (see attached) and one class at the April 28, 2018 Science Fair for students. The cost of each class is \$500.00 each. Contact Marcia Olech (214) 670-8962			
	Contract Number:	PKR-2018-00004642	Contract Term:	1/17/2018 To 12/29/2018

Background: Request for Proposals were sent to 48 enrichment vendors and 11 proposals were received. Proposals were reviewed and selected based on enrichment opportunities by the user groups at each program. Animal Edutainment has been providing live animal classes to the Park and Recreation Department over the past 17 years. The children enjoy this unique learning experience.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<i>UCR</i> Funding:	N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00004642	\$12,500.00
	TOTAL:							\$12,500.00

Project No:	Commodity Code:	92400		Financing:	100% 17-18 CDBG 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.

JJ
11.15.17
11-20-17

By Department Director *[Signature]* DATE
 Approved as to form by City Attorney *[Signature]* DATE
 Robert Aptani, President *[Signature]* DATE
 By Assistant City Manager *[Signature]* DATE
 Park and Recreation Board Secretary *[Signature]* DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185220

EFFECTIVE DATE

1/4/18
OFFICE OF THE CITY SECRETARY
11418
APR 11 AM 11:26

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(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: Columbia Ultimate Vendor No. VS0000002244

Subject: Software License Renewal Department: Court and Detention Services

Action Requested: Purchase of software license for period October 2017 through September 2018. Software license is required to continue utilizing in house collection software Rev-Q. Software is also in the phase of being upgrading to enhance revenue collections however the renewal of the software license is a requisite for upgrade and implementation of new version.

Contract Number: CTS-2017-00002426 Contract Term: 10/1/2017 To 9/1/2018

Background: Columbia Ultimate Company (Rev Q) provides the Municipal Court the software programs that extract the data out of Aliant and covert it into the Revenue Results software. 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.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0401	CTS	1063		3437		CX CTS-2017-00002426
TOTAL:								\$17,235.00

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.

Blaine Longest 12-21-17
By Department Director DATE

[Signature] 1/30/18
Approved as to form by City Attorney DATE

[Signature] 1-4-18
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

185221

EFFECTIVE DATE

JAN 9 2018

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

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- 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(C) of the City Code.
- f. Other (explain on attachment) Outdoor Permit

RECEIVED
FEB-5 11:59 AM

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: Camp Gladiator, Inc. Vendor No. VC13414

Subject: Approval of Outdoor Program Permits Department: Park and Recreation

Action Requested: Approval of an Outdoor Program Permit to be granted to Rebecal Bordelon, a representative of Camp Gladiator, Inc. for the use of various parks at the days and times listed in Agreement Exhibit B. Contractor will adhere to the terms set in the Outdoor Program Agreement and the Outdoor Fee-Based Program Guidelines, subject to Agreement Exhibit A.

Contract Number: PKR-2018-00005009 Contract Term: 1/8/2018 To 12/31/2018

Background: Camp Gladiator, Inc. has conducted programs at City parks since 2008 under the Outdoor Fee-Based Permit Program. Camp Gladiator, Inc. has applied for permits from the City of Dallas to conduct programs at various parks for the upcoming year. Additional contractual terms listed in Agreement Exhibit A have been reviewed and approved by the City Attorney's office.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00005009	\$0.00
TOTAL:							\$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
DATE 1-03-18

[Signature]
Approved as to form by City Attorney
DATE 1-12-2018

[Signature]
By Assistant City Manager

[Signature]
Robert Abtahi, President
ORIGINAL City Secretary
Park and Recreation Board

1-9-18
DATE
[Signature]



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185222

EFFECTIVE DATE

Feb 2, 2018

RECEIVED - 5 PM 3-16-18
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(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:	Oracle America, Inc.	Vendor No.	500311
Subject:	SA No. 4 - Professional Consulting for Budget Bid Launch	Department:	Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 4 for professional services necessary to provide system training for the FY18/19 budget bid launch of the City's budget preparation management system.

Contract Number:	DSV-2016-00000770	Contract Term:	2/12/2018	To	8/28/2018
------------------	-------------------	----------------	-----------	----	-----------

Background: On May 25, 2016, City Council approved a Contract for the development and creation of the City's budget preparation system in resolution 16-0800. This change order allows Oracle America to dedicate more professional services for system training related to FY 18-19 budget bid launch. Cost associated with this amendment is outlined in ordering document.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	BMS	1991		3099		MASC DSV19BDGTPREP	\$15,311.25
TOTAL:							\$15,311.25

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
4	16-0800	5/25/2016	\$1,541,956.91	\$34,596.00	\$49,907.25	3.23%

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.

	Jan 22, 2018		Feb 2, 2018
By Department Director	DATE	Approved as to form by City Attorney	DATE
	Feb 2, 2018		A#.
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

185223

EFFECTIVE DATE

Feb 2, 2018

FEB -5 PM 4:42

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

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

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

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

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

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

Vendor Name:	CDW Government LLC	Vendor No.	500105
Subject:	Professional Cloud Migration Services	Department:	Communication & Information Services

Action Requested: Authorize supplemental agreement number one to modify the SOW and remove reference to subcontractor, "Synnefo Technology Solutions, Inc."

Contract Number:	DSV-2018-00004129	Contract Term:	11/30/2017	To	10/31/2018
------------------	-------------------	----------------	------------	----	------------

Background: The City executed AA 17-7157 to authorize professional cloud migration services for DPD Data Center information to the Microsoft Azure Cloud environment and resolve an environmental control barrier. The vendor will not make use of subcontractors in performance of the contracted services.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
								N/A
TOTAL:								\$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
1	17-7157	11/17/2017	\$44,650.00	\$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
William Finch (Jan 26, 2018)
 By Department Director Jan 26, 2018
 DATE

Don Knight
Don Knight (Feb 2, 2018)
 Approved as to form by City Attorney Feb 2, 2018
 DATE

Joan Pa...
Joan Pa... (Feb 2, 2018)
 By Assistant City Manager Feb 2, 2018
 DATE

Interim Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185224

EFFECTIVE DATE

JAN 26 2018

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 -5 PM 4:49
 OFFICE OF CULTURAL AFFAIRS

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: Sarah Westrup Vendor No. VC13912

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Sarah Westrup to present one (1) seventy-minute Live Sculpture performance piece. Performance will explore spatial relationship between artist and artwork. Theme of the performance will focus on marginalized communities and people of color. Performance is in conjunction with the OCCC Tierra Firme exhibit. Piece will be presented by 2/24/18.

Contract Number: OCA-2018-00005223 Contract Term: 2/12/2018 To 2/24/2018

Background: Sarah Westrup was selected to perform services at the Oak Cliff Cultural Center because of her artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$1,820.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$1,820.00 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	AMOUNT
0001	OCA	1299		3089		OCA-2018-00005223	\$1,820.00
TOTAL:							

Project No: Commodity Code: 96104 Financing: Current 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
	\$	\$ 1820.00	\$	\$	

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

Jennifer Scipio 1/24/18
 By Department Director DATE

Heather Miller 1/26/18
 Approved as to form by City Attorney DATE

[Signature] 1-26-18
 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

185225

EFFECTIVE DATE

JAN 25 2018

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
08 FEB -6 PM 12:44

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

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

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

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

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

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

Vendor Name: Overhead Door Vendor No. VS0000044647

Subject: Installation of Sensors to Sallyport at Jack Evans Department: Dallas Police Department

Action Requested: Authorize payment for services from vendor make emergency repair the overhead doors in the Sallyport of Jack Evans Police HQ.

Contract Number: DPD-2018-00005095 Contract Term: To

Background: The Sallyport has (2) two overhead doors that required maintenance and the installation of photo cell sensors for proper and secure closing and opening of the entry and exit to the Sallyport.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DPD	2141		3110		DPD-2018-00005095	\$2,230.00
TOTAL:							\$2,230.00

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
						%

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

1/18/18
DATE

Approved as to form by City Attorney

02/05/18
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

185226

EFFECTIVE DATE

JAN 25 2018

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
CITY SECRETARY
2018 FEB -6 PM 5:00
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: Road Master Striping, LLC Vendor No. VS0000044647
 Subject: Restriping of Auto Pound In-Pound Lot Department: Dallas Police Department

Action Requested: Authorize payment for services from vendor to restripe the In-Pound lot of the Dallas Auto Pound.
 Contract Number: DPD-2018-00005091 Contract Term: To

Background: The In-Pound lot at the Dallas Auto Pound holds approximately 2,500 vehicles with parking spaces that need to be restriped and the numbered spaces re-stenciled.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DPD	2152		3099		DPD-2018-00005091	\$26,442.20
TOTAL:							\$26,442.20

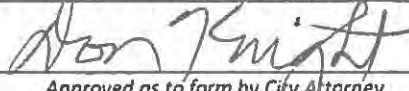
Project No:	Commodity Code:	Financing:	Current Funds			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

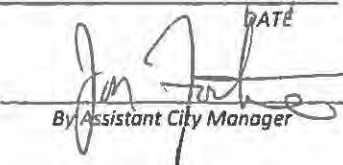
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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:  DATE: 1/18/18

Approved as to form by City Attorney:  DATE: 2/05/18

By Assistant City Manager:  DATE: 1-25-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185227

EFFECTIVE DATE

JAN 26 2018

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)

2018 FEB -6 PM 12:41
 RECEIVED
 FIREARMS TRAINING CENTER

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: Troxell Vendor No. VS0000057474
 Subject: Purchase and Installation of New Projector Department: Dallas Police Department

Action Requested: Installation of a new Laser LED Projector with accessories and installation in the ceiling of a training classroom at the Firearms Training Center.
 Contract Number: .DPD-2017-00005166 Contract Term: To

Background: Troxel is a company that sells and installs electronic equipment. A projector was needed for daily operations in Firearms training. This installation will assist the instructor with classroom instruction.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DPD	2116		2280		DPD-2017-00005166	\$2,622.90
TOTAL:							\$2,622.90

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.

By Department Director: David Pugh (ACOP) 1-24-18 DATE
 Approved as to form by City Attorney: Don Knight 2/05/18 DATE
 By Assistant City Manager: Jim Fisher 1-26-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185228

EFFECTIVE DATE

JAN 26 2018

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 - 6 PM 12:40
 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

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

Vendor Name: Dallas - Ft. Worth New Car Dealers Assoc. Vendor No. _____

Subject: Fleet Vehicle Donation Department: Dallas Police Department

Action Requested: Authorize the acceptance of a donation of (1) Chevrolet Tahoe.

Contract Number: DPD-2018-00005210 Contract Term: _____ To _____

Background: The Dallas Ft. Worth New Car Dealers Association is donating this SUV for use in the "Right Care" program. This program is a partnership between the City of Dallas and the Meadows Mental Health Policy Institute. The goal of the program is to address behavioral health emergencies with appropriate field practitioners and reduce adverse contact.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						DPD-2018-00005210	\$0.00
TOTAL:							\$0.00


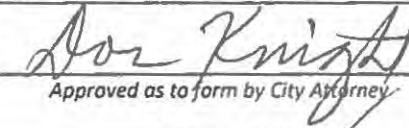
Project No: _____ Commodity Code: _____ Financing: Donation

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.

 (ALOP) 1-24-18  2/05/18
 By Department Director DATE Approved as to form by City Attorney DATE

 1-26-18
 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

185229

EFFECTIVE DATE

JAN 26 2018

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 due to USPS Postage Rate Increase

2018 FEB -6 PM 2:57
CITY OF DALLAS
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: Statement Systems, Incorporated Vendor No. VC00000 11145
 Subject: Print and Mail Certified Notices Department: Dallas Police Department

Action Requested: Authorize an increase to the USPS Postage Rate effective January 21, 2018

Contract Number: BXZ1604 Contract Term: 8/24/2016 To 08/23/2019

Background: The U.S. Postal Service announced new USPS Postage Rates effective, January 21, 2018:
 0.47 - First Class Postage (from \$0.46); \$3.45 - Certified Mail (from \$3.35); \$1.50 - Return Receipt (Electronic from \$1.45); \$5.42 - Total Postage per piece - Previous Total Postage per piece (\$5.26)
 This change will allow for the continuation of the three year service contract, with Statement Systems, Inc. Under the same terms and conditions with new postage rates.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	DPD	N/A	N/A	N/A	N/A	BXZ1604	\$0.00
TOTAL:							

Project No:	BXZ1604	Commodity Code:	91528	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	16-1306	8/24/2016	\$612,900.00	\$0.00	\$0.00	0.00%

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

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

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

[Signature] (A/COP) 1-24-18 DATE
 By Department Director

[Signature] 2/05/18 DATE
 Approved as to form by City Attorney

[Signature] 1-26-18 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

185230

EFFECTIVE DATE

11/27/17

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

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

RECEIVED
CITY CLERK
NOV 27 7 PM
2017

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:	AdvantaClean of Greater Dallas	Vendor No.:	VS94418
Subject:	Air Duct Cleaning	Department:	Dallas Water Utilities

Action Requested:	Professional service to clean the air ducts for the Administration Building (Bldg. 5), Old Training Center (Bldg. 26) and the Blue Building. (Bldg. 28B)		
Contract Number:	DWU-2017-00004066	Contract Term:	12/18/2017 To 12/31/2018

Background: The HVAC air ducts located in buildings 5, 26, and 28B are in need of a professional cleaning service. The air ducts have not been cleaned since the original installation. In multiple areas, dirt and dust are easily visible on the outside of return air grilles. The cleaning is important because of its contribution to the health and safety of the employees. The cleaning not only removes dust and dirt; but it also treats microbial contamination in the air ducts. The air duct cleaning is beyond the ability of the plant staff.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7453	752C	3070			\$27,629.50
TOTAL:							\$27,629.50

Project No.:	Commodity Code:	91004	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: 11/27/17

Approved as to form by City Attorney: M. Doss DATE: 12/12/17

By Assistant City Manager: DATE: 11/27/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185231

EFFECTIVE DATE

1-24-18

RECEIVED - 7 PM 2:13
CITY OF DALLAS

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

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

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: Troxell Communications Vendor No. VS57474

Subject: Training Room Projector System Department: Water

Action Requested: Installation of LED projector in the Eastside Water Treatment Plant training room

Contract Number: DWU-2018-00004712 Contract Term: To

Background: Install ceiling mounted LED projector with wireless and wired controls, retractable screen, speakers and all associated wiring.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7422		3110		DWU-2018-00004712	\$7,797.31
							\$11,200 JCI
TOTAL:							

Project No: Commodity Code: 54500 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

1/23/18 DATE

Approved as to form by City Attorney

Anna Amberli Holmes 2/7/18 DATE

By Assistant City Manager

1/24/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185232

EFFECTIVE DATE

JAN 23 2018

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)

2018 FEB -7 PM 4:30
STANDARD TIME
FILED

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 Concert Choir	Vendor No.	246150
Subject:	Cultural Contracts	Department:	Office of Cultural Affairs

Action Requested: Authorization is requested to pay South Dallas Concert Choir to present a music performance February 10, 2018 from 12 to 1 pm.

Contract Number:	OCA-2018-00005141	Contract Term:	1/15/2018	To	2/10/2018
------------------	-------------------	----------------	-----------	----	-----------

Background: The consultant South Dallas Concert Choir performs a diverse repertoire of classical music, show tunes, contemporary gospel, and Negro Spirituals. The fee for this service will not exceed \$400.00. Consultant understands that the City of Dallas will pay for services as follows: one payment within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832		3089		OCA-2018-00005141	400.00
		4832					
TOTAL:							400.00



Project No: Commodity Code: 96207 Financing: Current Funds

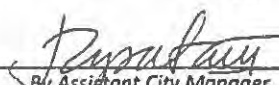
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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.


1/16/18

2/6/18
 By Department Director DATE Approved as to form by City Attorney DATE


 By Assistant City Manager 1-23-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185233

EFFECTIVE DATE

FEB 16 2018

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 - 7 PM 4:35

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: Carolina Software, Inc Vendor No. 354251

Subject: Carolina Software, Inc - WasteWORKS -- Extension of Contract Department: Sanitation Services

Action Requested: Approval to extend term of contract with Carolina Software, Inc. that ended September 30, 2017. The contract has remaining capacity of \$11,583 (of original \$45,350). The remaining amount will be used for custom software programming, annual upgrades and custom reporting.
Contract Number: SAN-2018-00005021 Contract Term: 10/1/2017 To 9/30/2020

Background: The Department of Sanitation Services uses WasteWORKS Software (sole-source) to maintain the tracking, weighing and billing of materials received at McCommas Bluff Landfill and transfer stations. Carolina Software, Inc. provides custom reporting, development and integration based on client needs at an additional cost.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN						\$0.00
TOTAL:							

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 1-31-18

Approved as to form by City Attorney DATE 2/7/2018

By Assistant City Manager DATE 2.6.18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185234

EFFECTIVE DATE

January 24, 2018 LD

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)

2018 FEB -7 PM 1:18
CITY SECRETARY
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: Metro Dallas Homeless Alliance Vendor No. 517577

Subject: HMIS User Fees Department: Office of Homeless Solutions

Action Requested: Authorize payment of Homeless Management Information System (HMIS) user fees to Metro Dallas Homeless Alliance (MDHA), per the attached City of Dallas HMIS Project Budget and HMIS User Fee Schedule, for the period October 1, 2017 through September 30, 2018

Contract Number: MGT-2018-00005175 Contract Term: 10/1/2017 To 9/30/2018

Background: On April 26, 2017, by Resolution 17-0713, City Council authorized continued participation in the local HMIS system for City of Dallas projects, subject to payment of annual HMIS user fees charged by MDHA (as the HUD-designated HMIS administrator). City of Dallas projects that participate in HMIS include, but are not limited to: Continuum of Care (CoC), DHA Project-Based Vouchers, Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) projects.

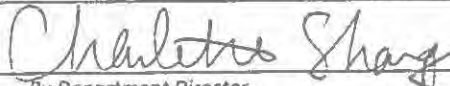
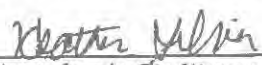
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						SEE SCHEDULE	
TOTAL:							\$29,300.00

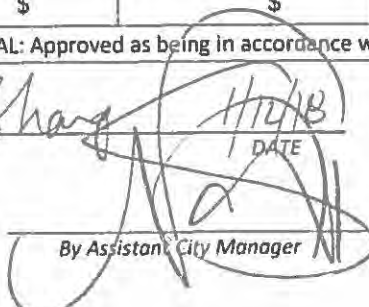
Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
						%

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 Approved as to form by City Attorney

 1/24/18
 By Assistant City Manager DATE

1/24/2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185235

EFFECTIVE DATE

FEB 6 2018

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
 CITY SECRETAR
 2018 FEB -8 AM 11:10
 MAIL ROOM

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:	Law Office of Mark E. Goldstucker	Vendor No.	VC0000013179
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Subject:	Professional Services Contract	Department:	CAO
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Action Requested: Authorize a contract with firm to represent Dallas Police Officer Kevin Mansell in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. This contract shall not exceed \$50,000.00.

Contract Number:	ATT-2018-00005416	Contract Term:	To
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Background: Law Office of Mark E. Goldstucker is being retained to provide legal services in connection with the representation of Dallas Police Officer Kevin Mansell in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. Law Office of Mark E. Goldstucker will be paid on an hourly rate basis as provided by the engagement letter dated February 1, 2018. This contract shall not exceed \$50,000.00.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0192	ORM	3890		3033		ATT-2018-00005416
TOTAL:								\$50,000.00

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.

2-5-18

2/7/2018
 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

185236

EFFECTIVE DATE

FEB 6 2018

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)

2018 FEB -8 AM 11:11
 CIVIL SECRETARY
 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: Brown & Hofmeister, L.L.P. Vendor No. 339582
 Subject: Professional Services Contract Department: CAO

Action Requested: Authorize a contract with firm to represent Dallas Police Officer Dustin Dillard in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. This contract shall not exceed \$50,000.00.

Contract Number: ATT-2018-00005415 Contract Term: To

Background: The law firm of Brown & Hofmeister, L.L.P. is being retained to provide legal services in connection with the representation of Dallas Police Officer Dustin Dillard in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. Brown & Hofmeister, L.L.P. will be paid on an hourly rate basis as provided by the engagement letter dated February 1, 2018. This contract shall not exceed \$50,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0192	ORM	3890		3033		ATT-2018-00005415	\$50,000.00
TOTAL:							\$50,000.00

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

2-5-18
DATE

Approved as to form by City Attorney

02-07-18
DATE

By Assistant City Manager

2.6.18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185237

EFFECTIVE DATE

Feb 1, 2018

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)

2018 FEB - 8 PM 5:00
CITY OF DALLAS
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: EJES, Inc. Vendor No. 505524

Subject: IT Temporary Professionals Agreement - Contract Extension Department: Communication & Information Services

Action Requested: Authorize SA No. 3 to extend the term of the existing IT Temporary Professionals contract.

Contract Number: POM-2016-00001245 Contract Term: 1/1/2018 To 3/31/2018

Background: The City contracts with an IT staffing agency to provide a qualified pool of applicants capable to perform various IT related tasks in align with City responsibilities.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						N/A	\$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
3	14-1779	10/22/2014	\$351,228.00	\$87,807.00	\$0.00	25.00%

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.

William Finch Jan 25, 2018 Barbara A. McAninch Feb 2, 2018

By Department Director DATE Approved as to form by City Attorney DATE

Jon Pa Feb 1, 2018 BAMC

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

185238

EFFECTIVE DATE

1/26/18 NH

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
CITY SECRETARY
DALLAS TEXAS
FEB - 9 AM 11:40

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: Kiddie Korner Private School Vendor No. 248963
 Subject: Child Care Services Program Department: Management Services (MGT)

Action Requested: To authorize and approve that the City will pay Contractor, Kiddie Korner Private School, an amount not to exceed \$30,000.00.
 Contract Number: MTG-2018-00004528 Contract Term: 10/1/2017 To 9/30/2018

Background: The Child Care Services' Program budget was authorized (\$488,826) under the Consolidated Plan on August 9, 2017 for delivery of Child Care Services in accordance with City Council Resolution Number 17-1171 for the period of October 1, 2017 - September 30, 2018, FY 2017-2018 budget (Fund CD17, Unit 214B). Authorization for payments to Child Care Providers was authorized by Council Resolution 17-1541 on September 27, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	214B				MTG-2018-00004528	\$30,000.00
TOTAL:							\$30,000.00

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: 12/15/17
 Approved as to form by City Attorney: DATE: 1/26/18
 By Assistant City Manager: DATE: 1/26/2018

DATE CE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185239

EFFECTIVE DATE

12-5-2017 NH

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(C) of the City Code.
- f. Other (explain on attachment)

2018 FEB -9 PM 12:00
 OFFICE OF THE CITY CLERK
 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: Knoll's Kids, Inc., dba: Armadillos to Zebras Child Care Vendor No. VS0000027219
 Subject: Child Care Services Program Department: Management Services (MGT)

Action Requested: To authorize and approve that the City will pay Contractor, Knoll's Kids, Inc., dba: Armadillos to Zebras Child Care, an amount not to exceed \$25,000.00.
 Contract Number: MTG-2018-00004522 Contract Term: 10/1/2017 To 9/30/2018

Background: The Child Care Services' Program budget was authorized (\$488,826) under the Consolidated Plan on August 9, 2017 for delivery of Child Care Services in accordance with City Council Resolution Number 17-1171 for the period of October 1, 2017 - September 30, 2018, FY 2017-2018 budget (Fund CD17, Unit 214B). Authorization for payments to Child Care Providers was authorized by Council Resolution 17-1541 on September 27, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	214B				MTG-2018-00004522	\$25,000.00
TOTAL:							\$25,000.00

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

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE

11/30/17
 12/5/2017
 MS



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185240

EFFECTIVE DATE

1-26-18 NH

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(C) of the City Code.
- f. Other (explain on attachment)

2018 FEB -9 PM
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: Heavenly Christian Academy Vendor No. VS0000013797

Subject: Child Care Services Program Department: Management Services (MGT)

Action Requested: To authorize and approve that the City will pay Contractor, Heavenly Learning Center, an amount not to exceed \$27,000.00.

Contract Number: MTG-2018-00004524 Contract Term: 10/1/2017 To 9/30/2018

Background: The Child Care Services' Program budget was authorized (\$488,826) under the Consolidated Plan on August 9, 2017 for delivery of Child Care Services in accordance with City Council Resolution Number 17-1171 for the period of October 1, 2017 - September 30, 2018, FY 2017-2018 budget (Fund CD17, Unit 214B). Authorization for payments to Child Care Providers was authorized by Council Resolution 17-1541 on September 27, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	214B				MTG-2018-00004524	\$27,000.00
TOTAL:							\$27,000.00

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 1/25/18

Approved as to form by City Attorney DATE 1/29/18

By Assistant City Manager DATE 1/26/2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185241

EFFECTIVE DATE

FEB 7 2018

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

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

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

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

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

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

Vendor Name: CyberSource Corporation Vendor No. 520454

Subject: Payment Collection Gateway Department: Convention and Event Services

Action Requested: Approve encumbrance for outstanding CyberSource invoice for January 2018.

Contract Number: CCT-2018-00005410 Contract Term: 1/1/2018 To 1/31/2018

Background: CyberSource provides Kay Bailey Hutchison Convention Center with online payment and payment-related operations for client credit card charges. CyberSource is a certified partner for the convention center's EBMS-Ungerboeck event management software.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7840	CE04	3099		CCT-2018-00005410	\$325.00
TOTAL:							\$325.00

Project No: Commodity Code: 20846 Financing:

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

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

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

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

[Signature] 3/1/2018
By Department Director DATE

[Signature] 2/8/18
Approved as to form by City Attorney DATE

[Signature] 2-7-18
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

185242

EFFECTIVE DATE

FEB 02 2018

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

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

CITY SECRETARY
 DALLAS TEXAS
 2018 FEB -9 PM 1:00
 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: CBS Radio of Dallas ^{OF DALLAS TX} Texas, Inc. Vendor No. 343861

Subject: Marketing for Senior Programs Department: PKR

Action Requested: Authorize an encumbrance of \$6,000.00 for CBS Radio of Dallas. The vendor will provide marketing services for the Senior Program Division which includes Cobranded Facebook post, mobile banners, 30 minute commercials on KRLD and KMKV (Spanish). Contact: Daryl Quarles (214) 671-1605

Contract Number: PKR-2018-00005065 Contract Term: 1/19/2018 To 7/19/2018

Background: KRLD and KMKV have been a part of North Texas for more than 90 years. KRLD gives breaking and local news and weather information. In 1941 KRLD moved to 1080 on the dial, one of the original 16 member stations when the Columbia Broadcasting System was formed in 1929, KRLD was the first station to present live broadcasts of high school and college football games, the first to offer continuous election returns and the first to broadcast live music.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	1726		3320		PKR-2018-00005065	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96153 Financing: General 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] 1.31.18
 By Department Director DATE

[Signature] 2-7-2018
 Approved as to form by City Attorney DATE

[Signature]
 Robert Abtahi, President
 Park and Recreation Board

[Signature]
 By Assistant City Manager

2-2-18
 DATE

[Signature]
 Secretary
 Park and Recreation Board
 REV 05/2017



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185243

EFFECTIVE DATE

FEB 02 2018

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

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

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

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

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

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

Vendor Name: AT&T Corp. Vendor No. 268653

Subject: Cotton Bowl Wi-Fi - Services Rendered Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$2,928.75 for AT&T. The vendor provided installation of Wi-Fi inside the Cotton Bowl Stadium, pursuant to the terms and conditions of the State of Texas Department of Information Resources Contract No. DIR-TSO-2652. This is the balance due from invoice # 8500119305. Contact: Roland Rainey (214) 939-2222

Contract Number: PKR-2018-00005323 Contract Term: 11/1/2017 To 2/1/2018

Background: The installation of Wi-Fi was necessary at Cotton Bowl Stadium to allow for the use of Wi-Fi technology at ticket gates to provide greater security and crowd control at events. Overages for the installation were the result of additional cable runs to meet the demands for the Texas vs. OU football game.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5208		3099		PKR-2018-00005323	\$2,928.75
TOTAL:							\$2,928.75

Project No: Commodity Code: 91500 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] 1-31-18
By Department Director DATE

[Signature] 2-7-2018
Approved as to form by City Attorney DATE

[Signature] 2-2-18
By Assistant City Manager DATE

[Signature]
Robert Abtahi, President
ORIGINAL - City Secretary
Park and Recreation Board

[Signature]
Secretary
Park and Recreation Board
REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185244

EFFECTIVE DATE

JAN 26 2018

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

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

CITY OF DALLAS
COMM-FS-9
1-25-18

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: Latoriya Phillips Vendor No. VC18165
 Subject: Cultural Services - SDCC Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay Latoriya Phillips for juror and curating services for the exhibition ART214 on February 11, 2018 to February 17, 2018.
 Contract Number: OCA-2018-00005255 Contract Term: 2/11/2018 To 2/17/2018

Background: Latoriya Phillips was selected because of her expertise in curating, exhibition development, and artist network. Three vendors were contacted for proposals. Mrs. Phillips was the only one to submit a proposal for service. The fee for this service will not exceed \$700.00. Consultant understands that the City of Dallas will pay for services as follows: one payment within 30 days of completion of service and receipt of final invoice.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0001	OCA	4832	CA02	3089		OCA-2018-00005255
TOTAL:								\$700.00

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.

Jennifer Strigo 1/24/18
 By Department Director DATE
Dymont
 By Assistant City Manager

Sreisha Child 2/8/18
 Approved as to form by City Attorney DATE
 1-26-18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185245

EFFECTIVE DATE

February 09, 2018

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)

2018 FEB 12 PM

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: Ricoh USA, Inc. Vendor No. VC0000011279

Subject: DocuWare Document Management System Department: Communication & Information Services

Action Requested: Authorize a services contract to migrate Vital Statistics' document management system from FORTIS to DocuWare.

Contract Number: DSV-2018-00004647 Contract Term: ~~-----4/2/1/2017--~~ To 9/30/2021

Background: Vital Statistics uses FORTIS to image all birth and death certificates originated in Dallas. This in-house imaging allows records to be readily available in lieu of downloading them from the State's database, ultimately reducing costs for printing those records, and providing better service to customers. The FORTIS software is going end-of-life and will be replaced with DocuWare. Informal solicitation RQS 0000148327 was processed, with Ricoh being the sole proposer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	4012		3110	ACQ	DSV-2018-00004647	\$17,270.00
0100	DWU	4012		3110	MAINT	DSV-2018-00004647	\$31,532.67
TOTAL:							\$48,802.67

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 11/15/17 Barbara A. McAninch Feb 12, 2018

By Department Director DATE Approved as to form by City Attorney BAMC DATE

John P. ... Feb 9, 2018

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

185246

EFFECTIVE DATE

1/19/18 ^{FC}

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) renew service contract to add time

2018 FEB 12 AM 11:00

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: PRP Services, LLC DBA: Municipal Mosquito Vendor No. VS0000076964

Subject: Renew Service Contract Department: Code Compliance Services

Action Requested: To renew the service contract for Zika & Chikungunya Viruses real time testing with the same term and condition until April 30, 2019.

Contract Number: CCS-2018-00005243 Contract Term: 5/1/2016 To 4/30/2019

Background: On March 23, 2016 Dallas City Council awarded a one (1) year term service agreement with two (2) one-year renewal options with PRP Services, LLC DBA Municipal Mosquito (VS0000076964) for Zika & Chikungunya virus real time testing in the amount of \$150,000.00 by Resolution #16-0426 through an Interlocal Agreement for Cooperative Purchasing Program with the City of Grand Prairie, Texas. This renewal will allow the Department Code Compliance to continue providing mosquito services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CCS	4221		3070		MASCCCS4244-ZCV	\$0.00
TOTAL:							\$0.00

Project No: Commodity Code: 485559 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	16-0427	3/23/2016	\$150,000.00	\$0.00	\$0.00	0.00%

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

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

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

[Signature]
By Department Director

1-19-18
DATE

[Signature]
Approved as to form by City Attorney

1/31/18
DATE

[Signature]
By Assistant City Manager
1/19/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185247

EFFECTIVE DATE

FEB 8 2018

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) Agreement

2018 FEB 12 PM 12:05
 CITY SECRETARY
 PHILIP, 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:	Groundwork Dallas, Inc.	Vendor No.	
--------------	-------------------------	------------	--

Subject:	Maintenance Agreement	Department:	Trinity Watershed Management
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Action Requested: Authorize a one-year agreement with Groundwork Dallas, Inc. for development and maintenance of various improvements, including trails and other minor enhancements as well as community and volunteer programming within designated and approved City properties.

Contract Number:		Contract Term:	2/7/2018	To	2/6/2019
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Background: Groundwork Dallas Inc. is a Texas non-profit corporation formed to support, maintain and beautify the natural areas within the City of Dallas. Groundwork Dallas, Inc. has maintained an agreement with the City of Dallas for the past 6 years and made great strides as a partner on enhancements to City owned property and wishes to continue the relationship for the future.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	N/A	TWM	N/A	N/A	N/A	N/A	N/A	\$0.00
TOTAL:								

Project No:		Commodity Code:		Financing:	
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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	2/8/18 DATE	 Approved as to form by City Attorney	2-12-2018 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

185248

EFFECTIVE DATE

12-21-17

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

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

RECEIVED FEB 12 PM 2:00

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 *ATM*

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

Vendor Name: MGT of America Consulting, LLC Vendor No. VC17775

Subject: Cost/Revenue (Fee) Study Department: Office of Budget

Action Requested: Authorize a one time payment to MGT of America Consulting, LLC for supplemental fee study work. (Administrative Action 176989)

Contract Number: BMS-2017-00002711 Contract Term: 10/1/2017 To 9/30/2018

Background: The City's Financial Management Performance Criteria requires a review once every four years of selected fees and charges to determine to what extent the full cost of associated services are recovered, by revenues and to identify new revenues/fee sources and/or fee increases. As required by FMPC, MGT of America Consulting, LLC. will conduct the City's Cost/Revenue (Fee) Study.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	BMS	2798		3070		BMS2798FS2017-A	\$3,600.00
TOTAL:							\$3,600.00

Project No: Commodity Code: 94600 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.

Jade [Signature] 12/12/17
By Department Director DATE

Robert X. Sims 12/07/17
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager
SMER 12-18-17

12-21-17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185249

EFFECTIVE DATE

JAN 26 2018

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 12 2018

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: Tony Browne Vendor No. VS0000036517

Subject: Cultural Services - SDCC Department: Office of Cultural Affairs

Action Requested: Consultant Tony Browne will provide artistic services related to an African dance and Drum performance by Bandan Koro as part of South Dallas Cultural Center's public programs for Black History Month. All services will be held at the South Dallas Cultural Center. The dance performance will be two evening exhibitions over the course of two days: February 22 and February 24, 2018 at 7pm respectively.

Contract Number: OCA-2018-00005256 Contract Term: 2/22/2018 To 2/24/2018

Background: Bandan Koro is an African drum and dance ensemble formed in 2009 with the mission to educate and inspire through African art forms. The fee for this service will not exceed \$800.00. Consultant understands that the City of Dallas will pay for services as follows: one payment within 30 days of completion of service and receipt of final invoice.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0001	OCA	4832	CA02	3089		OCA-2018-00005256
TOTAL:								\$800.00

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.

Jennifer Sniggs
By Department Director

1/24/18
DATE

Suresh Mallik
Approved as to form by City Attorney

2/12/18
DATE

[Signature]
By Assistant City Manager

1-26-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185256

EFFECTIVE DATE

JAN 16 2018

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 13 2018

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:	Min Min Valenti	Vendor No.	VS0000027132
Subject:	Contract Fee Instructor	Department:	PKR
Action Requested:	Authorize a personal service agreement of \$10,000.00 with Min Min Valenti. The vendor will provide a Tai Chi, Sun Tai Chi, QI Fitness classes to the citizens of Dallas.		
	Contact: Steve Baker (214) 670-8885		1-17-2018
	Contract Number: PKR-2018-00005037	Contract Term:	10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005037	\$10,000.00
TOTAL:							\$10,000.00

Project No:	Commodity Code:	92476	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.

Umm Al-Hum 1-09-18
By Department Director DATE

Christine Tanner 2-5-2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

1-16-18
DATE

ORIGINAL - City Secretary
Robert Abtahi, President
Park and Recreation Board

SECRET
REV 05/2017
PART AND RECORDS SECTION



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185257

EFFECTIVE DATE

JAN 16 2018

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

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

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

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

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

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

Vendor Name: Mary Hodge Vendor No. VS91659
 Subject: Contract Fee Instructor Department: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Mary Hodge. The vendor will teach Pickleball to the citizens of Dallas.
 Contact: Steve Baker (214) 670-8885
 Contract Number: PKR-2018-00005069 Contract Term: 1/17/2018 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005069	\$10,000.00
TOTAL:							\$10,000.00

Project No:	Commodity Code:	92476	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] 1-09-18 DATE *Christine Annunzio* 2-5-2018 DATE
 By Department Director Approved as to form by City Attorney

[Signature] 1-16-18 DATE
 By Assistant City Manager

ORIGINAL - City Secretary
[Signature]
 Robert Abtahi, 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

185258

EFFECTIVE DATE

JAN 16 2018

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 13 PM
1:00

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: Marsha Guckenheimer Vendor No. VS0000005674

Subject: Contract Fee Instructor Department: PKR

Action Requested: Authorize a master agreement (personal service agreement) of \$10,000.00 with Marsha Guckenheimer. The vendor will teach fitness skills and training to the citizens of Dallas..

Contact: Steve Baker (214) 670-8885

Contract Number: PKR-2018-00005033 Contract Term: 10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005033	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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 Cummins 1-09-18
By Department Director DATE

Christine Tanner 2-5-2018
Approved as to form by City Attorney Attested by DATE

Robert Aotaki
By Assistant City Manager

1-16-18
DATE

Chaliquita
Secretary
Park and Recreation Board

Robert Aotaki, President
Park and Recreation Board

REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185259

EFFECTIVE DATE

JAN 16 2018

RECEIVED
FEB 13 11 2: 23 AM

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

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

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: Randall Ross Design Build Vendor No. VS0000051032

Subject: Contract Fee Instructor Department: Park and Recreation

Action Requested: Authorize a personal service agreement of \$20,000.00 with Randall Ross Design Build. The vendor will provide tennis classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885
Contract Number: PKR-2018-00005039 Contract Term: ~~10/1/2017~~ To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005039	\$20,000.00
TOTAL:							\$20,000.00

Project No: Commodity Code: 92476 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] 1-09-18
By Department Director DATE

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

[Signature]
Robert Abtahi, President
Park and Recreation Board

[Signature]
By Assistant City Manager

1-16-18
DATE

[Signature]
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

185260

EFFECTIVE DATE

JAN 16 2018

RECEIVED
FEB 13 PM 2:28
CITY OF DALLAS

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
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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: VaRita Newton Vendor No. VC0000013061

Subject: Contract Fee Instructor Department: Park and Recreation

Action Requested: Authorize a personal service agreement of \$20,000.00 with VaRita Newton. The vendor will provide Zumba classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885
Contract Number: PKR-2018-00005048 Contract Term: 10/11/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005048	\$20,000.00
TOTAL:							\$20,000.00

Project No: Commodity Code: 92476 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.

Wini Amin 1-09-18
By Department Director DATE

Christine Amador 2-5-2018
Attested by Approved as to form by City Attorney DATE

Robert Ahtahi
Robert Ahtahi, President
Park and Recreation Board

[Signature]
By Assistant City Manager

1-16-18
DATE

[Signature]
Secretary
Park and Recreation Board
REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185261

EFFECTIVE DATE

JAN 16 2018

2018
JAN 13 PM 2:23

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

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

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

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

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

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

Vendor Name:	Maria A. Frischmann	Vendor No.	VS0000002823
Subject:	Contract Fee Instructor	Department:	PKR
Action Requested:	Authorize a personal service agreement of \$10,000.00 with Maria FRischman. The vendor will provide theater classes to the citizens of Dallas..		
	Contact: Steve Baker (214) 670-8885		1/17/18 CC
	Contract Number: PKR-2018-00005028	Contract Term:	10/17/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005028	\$10,000.00
TOTAL:							\$10,000.00

Project No:		Commodity Code:	92476	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.

 1-09-18 DATE
 By Department Director

 2-5-2018 DATE
 Approved as to form by City Attorney

 1-16-18 DATE
 By Assistant City Manager


 Robert Abtahi, President
 Park and Recreation Board


 Secretary
 Park and Recreation



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185262

EFFECTIVE DATE

JAN 16 2018

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)

REC'D
FEB 13 PM 2:00

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: Vandy Haby Vendor No. VS91022
 Subject: Contract Fee Instructor Department: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Vandy Haby. The vendor will teach dance skills and training to the citizens of Dallas.
 Contact: Steve Baker (214) 670-8885
 Contract Number: PKR-2018-00005034 Contract Term: 10/17/2017 To 9/30/2018

CL 1/17/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005034	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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 1-09-18

[Signature]
Approved as to form by City Attorney Attested by: DATE 2-5-2018

[Signature]
By Assistant City Manager DATE 1-16-18

[Signature]
Robert Abtahi, President
Park and Recreation Board

[Signature]
Secretary
Park and Recreation Board
REV 05/2017



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185263

EFFECTIVE DATE

JAN 16 2018

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(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: Mildred Robinson Vendor No. VS0000070344

Subject: Contract Fee Instructor Department: PKR

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

Contact: Steve Baker (214) 670-8885
 Contract Number: PKR-2018-00005056 Contract Term: ~~10/1/2017~~ To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005056	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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 1-09-18

 Approved as to form by City Attorney DATE 2-5-2018

By Assistant City Manager

 DATE 1-16-18

Robert Aotahi, President
 ORIGINAL - City 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

185264

EFFECTIVE DATE

JAN 16 2018

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
JAN 13 PM

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:	Perlita Martinez	Vendor No.	VS94569
Subject:	Contract Fee Instructor	Department:	PKR
Action Requested:	Authorize a personal service agreement of \$10,000.00 with Perlita Martinez. The vendor will provide Zumba classes to the citizens of Dallas.		
	Contact: Steve Baker (214) 670-8885	C.L. 11172018	
	Contract Number: PKR-2018-00005051	Contract Term:	10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005051	\$10,000.00
TOTAL:							\$10,000.00

Project No:	Commodity Code:	92476	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] 1-09-18 *[Signature]* 2-5-2018
 By Department Director DATE Approved as to form by City Attorney Attested by DATE

[Signature] 1-16-18
 By Assistant City Manager DATE

ORIGINAL - City Secretary *[Signature]* Robert Abtah, President Park and Recreation Board
 Secretary *[Signature]* REV 05/2017 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

185265

EFFECTIVE DATE

JAN 16 2018

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)

2018 FEB 13 PM 2

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: Yufang Chen Vendor No. VS07295

Subject: Contract Fee Instructor Department: Park and Recreation

Action Requested: Authorize a personal service agreement of \$10,000.00 with Yufang Chen. The vendor will provide Tai Chi classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885
Contract Number: PKR-2018-00005020 Contract Term: 10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005020	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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] 1-09-18
By Department Director DATE

[Signature] 2-5-2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

1-16-18
DATE *[Signature]*

Assistant City Manager
Park and Recreation Board

1-16-18
DATE *[Signature]*
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

185266

EFFECTIVE DATE

JAN 16 2018

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
FEB 13 PM 2:00

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: Zer Kay Yap Vendor No. VS91712

Subject: Contract Fee Instructor Department: Park and Recreation

Action Requested: Authorize a personal service agreement of \$10,000.00 with Zer Kay Yap. The vendor will provide badminton training and games classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885
Contract Number: PKR-2018-00005053 Contract Term: 10/1/2017 To 9/30/2018

CL 1/17/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005053	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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: 1-09-18 Approved as to form by City Attorney: [Signature] DATE: 2-5-2018

By Assistant City Manager: [Signature] DATE: 1-16-18 Robert Abtahi, President ORIGINAL City Secretary Park and Recreation Board [Signature] SECRETARY Park and Recreation REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185267

EFFECTIVE DATE

JAN 16 2018

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

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

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

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

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

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

Vendor Name: Roman Blackmon Vendor No. VC14759

Subject: Contract Fee Instructor Department: Park and Recreation

Action Requested: Authorize a personal service agreement of \$10,000.00 with Roman Blackmon. The vendor will provide basketball skills classes to the citizens of Dallas.

Contract Number: PKR-2018-00005022 Contract Term: 10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
NA	PKR	NA	NA	NA	NA	PKR-2018-00005022	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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.

Umm Umm 1-09-18
By Department Director DATE

Christine Turner 2-5-2018
Approved as to form by City Attorney DATE

Robert Abtahi
Robert Abtahi, President
Park and Recreation Board

Juanita
By Assistant City Manager

1-16-18
DATE Secretary



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185268

EFFECTIVE DATE

JAN 16 2018

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)

2018 FEB 13 PM 2:28 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: Vill Sivoravong Vendor No. VS91740

Subject: Contract Fee Instructor Department: Park and Recreation

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

Contact: Steve Baker (214) 670-8885

1/17/2018 C.Y.

Contract Number: PKR-2018-00005054 Contract Term: 10/1/2017 To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005054	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 92476 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] 1-09-18
By Department Director DATE

[Signature] 2-5-2018
Approved as to form by City Attorney DATE

[Signature]
Robert Alton, President
Park and Recreation Board

[Signature]
By Assistant City Manager

1-16-18
DATE

[Signature]



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185269

EFFECTIVE DATE

JAN 23 2018

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
CITY OF DALLAS
FEB 13 2018

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: SHAFEEQA SMALL Vendor No. VC17110

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide a program for South Dallas seniors entitled, "The Senior South Dallas Holistic Wellness Retreat." Sixty seniors will be invited to participate in a day of artistic exercises led local artisans for the mind, body, and spirit. The event will be held at the South Dallas Cultural Center in March 2018. The program allows for support, growth, and development in the underserved South Dallas community all in an effort to improve the health and wellness for the community's senior population.

Contract Number: OCA-2018-00005130 Contract Term: 02/01/2018 To 04/30/2018

Background: SHAFEEQA SMALL 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,000.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$3,000.00, 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 final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005130	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

Jennifer Scipio 1/16/18
By Department Director DATE

Sue Shalbin 2/1/18
Approved as to form by City Attorney DATE

[Signature] 1-23-18
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

185270

EFFECTIVE DATE

2/8/18

RECEIVED FEB 14 AM 10:53

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

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

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:	Garratt-Callahan Company	Vendor No.	519305
Subject:	Boiler Feed Chemicals	Department:	Water Utilities Department

Action Requested: Authorize a six (6 month) extension to the current master agreement.

Contract Number:	DWU-2018-00005387	Contract Term:	2/28/2018	To	8/27/2018
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Background: On March 3, 2017 the City entered a one year master agreement with Garrat-Callahan Company (519305) for the purchase of boiler feed chemicals using Texas Multiple Award Schedule agreement in the amount of \$47,867.73. This extension will allow the City to continue purchasing these goods under the same terms and conditions.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	DWU					BK1714	
TOTAL:							

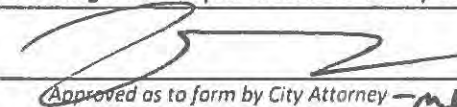
Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1				\$0.00	\$0.00	%

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

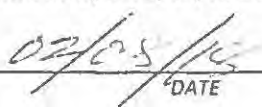
Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

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

By Department Director  2/6/18 DATE

Approved as to form by City Attorney - MDOSS  02/12/18 DATE

By Assistant City Manager 

 02/05/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185271

EFFECTIVE DATE

1/19/2018 (AP)

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) renew service contract to add time

CITY OF DALLAS
RECEIVED
FEB 14 2018

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: Vector Disease Control International, LLC Vendor No. VS0000076010

Subject: Renew service contract Department: Code Compliance Services

Action Requested: To renew the service contract for the consultant and recommendation to the City to establish local transmission Zika response protocols with the same term and condition until April 30, 2019.

Contract Number: CCS-2018-00005247 Contract Term: 1/26/2017 To 4/30/2019

Background: This consultant service contract will concentrate on a local Zika transmission response program to only be used if the City experience transmission of the Zika Virus.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CCS	4221		3070		MASCCCSZIKACONSULT	\$0.00
TOTAL:							\$0.00

Project No: Commodity Code: 91800 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	17-5645	1/26/2017	\$8,750.00	\$0.00	\$0.00	0.00%

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

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

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

[Signature]
By Department

1-19-18
DATE

[Signature]
Approved as to form by City Attorney

1-31-18
DATE

[Signature]
By Assistant City Manager

1/19/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185272

EFFECTIVE DATE

FEB 2 2018

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
CITY OF DALLAS
FEB 1 2018

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: Shafeeqa Small Vendor No. VC17110
 Subject: Cultural Services - SDCC Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay the attached invoice for services rendered related to consultant that provided Yoga classroom instruction for 25 senior citizens enrolled in "Breathe of Life", at Exline Recreation Center. All services will take place at Exline Recreation Center from Nov. 28, 2017 - Jan. 04, 2018. "Breathe of Life", at Exline Recreation Center is a six-weeks Kemetic Yoga Class for South Dallas Senior Citizens.

Contract Number: OCA-2018-00004692 Contract Term: 11/28/2017 To 01/04/2018

Background: Shafeeqa Small, is a Kemetic Yoga Instructor with over 10 years of experience in yoga.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		OCA-2018-00004692	\$1,100.00
TOTAL:							\$1,100.00

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
	\$	\$	\$	\$	

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

Jennifer Scipio
 By Department Director
 1/4/18
 DATE

[Signature]
 By Assistant City Manager

[Signature]
 Approved as to form by City Attorney
 2/13/18
 DATE

2-278
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185273

EFFECTIVE DATE

FEB 7 2018

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

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

CITY OF DALLAS
2/10/18
FEB 10 2018

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: JESSICA GARLAND MEDLOCK Vendor No. VS94013

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide a project encompassing beginner to intermediate guitar instruction workshops which provide free music education to children in the Oak Cliff area of Dallas. Workshops will be held on weekends for Dallas students during the months of February through April 2018. These free workshops will be held at Arts Mission Oak Cliff, and they will be available to children ages 7-18 who would not otherwise have access to music instruction.

Contract Number: OCA-2018-00005104 Contract Term: 02/15/2018 To 05/31/2018

Background: JESSICA GARLAND MEDLOCK 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,000.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$3,000.00, 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 final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005104	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

Jennifer Scripps 2/5/18
By Department Director DATE

Deborah 2-7-18
By Assistant City Manager DATE

Eric Hall 2/13/18
Approved as to form by City Attorney DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185274

EFFECTIVE DATE

FEB 7 2018

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 FEB 14 11 43 AM '18
 OFFICE OF CULTURAL AFFAIRS

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:	MICHELLE HOGUE	Vendor No.	VS86853
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall present performances as directed by the Office of Cultural Affairs that use theatrical performance introducing students or adults to African American culture. The service shall combine crafts, customs and artifacts that bring to life African American history. The participants shall have the opportunity to listen, act as characters, and utilize simple props, costumes and dance as they participate in the stories. This service will be a one-hour workshop conducted at the Portfolio Resident Services-Fiji Senior Villas free to senior participants.

Contract Number:	OCA-2018-00004423	Contract Term:	02/28/18	To	2/28/18
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Background: Michelle Hogue shall perform services under the Community Artist Program the cumulative total of which shall not exceed a fee of \$350. Payment will be made upon satisfactory completion of the requested service following receipt of consultant's invoice and final report of the services provided.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	OCA	4878		3089	CAP	CX - OCA-2018-00004423	\$350.00
	TOTAL:							\$350.00

Project No: _____ **Commodity Code:** 96207 **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.

2/2/18
 By Department Director DATE

2/13/18
 Approved as to form by City Attorney DATE

2-7-18
 By Assistant City Manager DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185275

EFFECTIVE DATE

JAN 31 2018

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(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: Eva Arreguin Vendor No. VC16109

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Eva Arreguin to present two (2) seventy-minute performances of her De Colores Variety Show for the Oak Cliff Cultural Center. Performance will explore relationship between Latinx and Black identity in Theatre, Music, and Visual Arts. Theme of performance will focus on the Latin American and Black communities. Consultant's performance will be in conjunction with the OCCC's Grey Space series. Presentation will be completed no later than 03/10/2018.

Contract Number: OCA-2018-00005284 Contract Term: 3/2/2018 To 3/10/2018

Background: Eva Arreguin was selected to perform services at the Oak Cliff Cultural Center because of her artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$4,750.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$4,750.00 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.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	0001	OCA	1299	CA02	3089		OCA-2018-00005284	\$4,750.00
TOTAL:								

Project No: Commodity Code: 96104 Financing: Current 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
	\$	\$ 4750.00	\$	\$	

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

By Department Director 1/29/18
DATE

By Assistant City Manager

Approved as to form by City Attorney 2/13/18
DATE

1-31-18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185276

EFFECTIVE DATE

February 08, 2018

RECEIVED
FEB 14 PM 4:30
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(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: Denise Lee Vendor No. VC13993
 Subject: Artist Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Denise Lee to coordinate and perform in a series of five cabaret shows at the Bath House Cultural Center beginning 2/20/2018 running through 6/19/2018. In accordance with the City of Dallas Cultural Policy, Consultant will work under supervision of the Manager of the BHCC, and will adhere to City policy's and center guidelines and procedures.

Contract Number: OCA-2018-00004758 Contract Term: 2/20/2018 To 6/19/2018

Background: Denise is an award-winning actress and singer. Lee was named Cabaret Artist of the Year by Sammons Center and she won the 2015 Broadway World Award for Best Cabaret Performer. Denise produced the Fair Park Cabaret Series and continues to produce a series for Two Corks and a Bottle. The fee for this service will not exceed \$6000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4833	CA02	3089		OCA-2018-00004758	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 Financing: General 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.

Jennifer Scripps

08/02/2018

da

13/02/2018

By Department Director

DATE

Approved as to form by City Attorney

DATE

Jennifer Scripps

08/02/2018

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

185277

EFFECTIVE DATE

02/07/2018 BAC

RECEIVED
CITY SECRETARY
FEB 15 AM 9:03

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) Amendment to Contract BAC

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) BAC Yes No BAC

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

Vendor Name: Milliman, Inc. Vendor No. VS0000030271
 Subject: Total Compensation Study for IT position in CIS Department: Human Resource

Contract ID No PGR-2017-00002169

Action Requested: Authorize SA No. 1 to extend the term of the existing professional service contract.
 Contract Number: PER-2017-00002169 Contract Term: 02/12/2017 To 9/30/2018

Background: BAC Consultant
The City authorized a service contract to conduct a compensation survey for Information Technology (IT) positions in Communication and Information Services (CIS) by AA No. 17-0911 on October 12, 2017. The contract term must be extended to provide additional time to complete the study.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1660		3070		PER-2017-00002169	\$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	17-6911	10/12/2017	\$38,000.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	<u>✓</u> \$	\$	\$	\$	

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

By Department Director [Signature] DATE 2-6-18
 Approved as to form by City Attorney [Signature] DATE 2/15/18
 By Assistant City Manager [Signature] DATE 2/7/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185278

EFFECTIVE DATE

JAN 31 2018

OFFICE OF THE CITY CLERK
JAN 16 AM 8:50

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

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

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

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

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

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

Vendor Name: TERRANCE M. JOHNSON DANCE PROJECT Vendor No. VS91771

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present "Family Day in the Park" as a community enrichment program that aims to cultivate the values of family and community through an interactive day of dance activities, community service, and live performances. "Family Day in the Park" is to be an outdoor event in Dallas' Opportunity Park that will be celebration of Dallas Art Month. The event will provide the South Dallas Community with a free community dance class, free lecture demonstrations for children, and a free dance concert that will provide Dallas citizens of diverse cultures access to arts and cultural experiences.

Contract Number: OCA-2018-00005151 Contract Term: 02/07/2018 To 5/31/18

Background: Terrance M. Johnson Dance Project 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% 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 50%, or \$3,000.00, 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	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005151	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

Jennifer Scruggs 1/29/18
By Department Director DATE
[Signature]
By Assistant City Manager

[Signature] 1/31/18
Approved as to form by City Attorney DATE
[Signature] 1-31-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185279

EFFECTIVE DATE

JAN 31 2018

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)

2018 FEB 16 AM 10:51

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: VICKI MEEK Vendor No. VS0000073184

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "They Honored the Youth" which will focus on the lives of civil rights activists Mrs. Fannie Lou Hamer, Mrs. Ella Baker, and Mr. Bob Moses. This three-month project will take place at Billy E. Dade Middle School, and it will involve researching each of these activists and creating acrylic paintings that depict the work they did with young people. The paintings and haikus will be exhibited in April for Youth Art Month at the South Dallas Cultural Center's Augusta Savage Youth Gallery. An open-to-the-public opening will take place on April 2, 2018.

Contract Number: OCA-2018-00005152 Contract Term: 02/07/2018 To 5/31/18

Background: Vicki Meek 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 \$5,800.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,480.00 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 \$2,320.00, 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	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005152	\$5,800.00
TOTAL:							\$5,800.00

Project No: Commodity Code: 96207 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.

[Signature] 1/29/18
By Department Director DATE

[Signature] 1/31/18
Approved as to form by City Attorney DATE

[Signature] 1-31-18
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

185280

EFFECTIVE DATE

JAN 26 2018

FEB 16 AM 8:51

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(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: DANCE COUNCIL, INC. (H) Vendor No. 341688

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present the 22nd annual Dance Planet Festival. This is a free-to-the-public community dance tradition will be held at the Booker T. Washington High School for the Performing and Visual Arts in the Dallas Arts District. The event will take place on April 7-8, 2018 and will feature 80+ performances of all ages, cultures, and abilities as well as 15+ dance master classes of different styles. This inclusive event, is one of a kind in the nation, increasing awareness, exposure, and accessibility to dance at the community level.

Contract Number: OCA-2018-00004641 Contract Term: 02/15/2018 To 05/31/2018

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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,000.00 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 50%, or \$3,000.00, 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 final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP	MASC OCA-2018-00004641	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

Jennifer Senger 1/24/18
By Department Director DATE

Heather Rubin 1/26/18
Approved as to form by City Attorney DATE

Debra Ann 1-26-18
By Assistant City Manager DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185281

EFFECTIVE DATE

FEB 2 2018

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(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: THE ARTIST OUTREACH, INC. Vendor No. VS90290

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide in-school and afterschool arts programming in conjunction with Dallas Independent School District (DISD) from its STREAMliners educational arts programming series in the months of January through September 2018 at 4 to 5 DISD campuses including Gooch and Titche Elementary Schools. 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).

Contract Number: OCA-2018-00005109 Contract Term: 02/15/2018 To 09/30/2018

Background: THE ARTIST OUTREACH, 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 \$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 and receipt of the consultant's first invoice, one (1) payment of 50% or \$2,500.00 of the total awarded amount upon completion of deliverables two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$1,250.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005109	\$5,000.00
TOTAL:							\$5,000.00

Project No: Commodity Code: 96207 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.

Jennifer Swigg 1/31/18
By Department Director DATE

Heather Alvir 2/2/18
Approved as to form by City Attorney DATE

[Signature] 2-2-18
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

185282

EFFECTIVE DATE

FEB 2 2018

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

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

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

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

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

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

Vendor Name: LISA HUFFAKER Vendor No. VS93548

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall create a mini-magazine publication series. These mini-magazines or "zines" will be created by a group of local authors and artists. The publication series will consist of 12 different zines in a press run of 100 per event creating 2,400 total zines. The first zine launch will be held at Deep Vellum Books in Deep Ellum in March 2018 where the zines will be sold in an existing zine vending machine. Author readings will accompany the launch event. A second launch and machine will occur in August 2018 at another Dallas location to be determined. Each zine vending machine is a repurposed baseball card vending machine that now distributes the tiny zines which contain original works of art and poetry.

Contract Number: OCA-2018-00005108 Contract Term: 02/15/2018 To 09/30/2018

Background: LISA HUFFAKER 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$1,500.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, one (1) payment of 50% or \$3,000.00 of the total awarded amount upon completion of deliverables two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$1,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005108	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

Jennifer Scripps
By Department Director
1/31/18
DATE

Heaton Alveri
Approved as to form by City Attorney
2/2/18
DATE

Jessie...
By Assistant City Manager
2-2-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185283

EFFECTIVE DATE

FEB 2 2018

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)

2018 FEB 15 AM 5:15
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:	Time Warner Cable	Vendor No.	VC0000001567
Subject:	Spectrum Business Broadcast TV	Department:	Conventio and Event Services

Action Requested:	To render service for Time Warner Cable for current and outstanding invoices.			
Contract Number:	CCT-2018-00005359	Contract Term:	12/1/2017	To 1/30/2018

Background: Authorized payment to Time Warner Cable/Spectrum Business for current and outstanding invoices.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7840		3099		CCT-2018-00005359	\$527.95
TOTAL:							\$527.95

Project No:	Commodity Code:	91579	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 *Janita City* 1/31/18 DATE

Approved as to form by City Attorney *Debra Abri* 2/2/18 DATE

By Assistant City Manager *Joynt* 2-2-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185284

EFFECTIVE DATE

February 15, 2018

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 15 AM 11:22

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: PRISM MOVEMENT THEATER Vendor No. VS93852

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall create and perform a new and original theater work entitled, "As Dreams Are Made On." This open-to-the-public event is a comedic wordless adaptation of Shakespeare's The Tempest. The production will include a combination of dance, puppetry, clowning, and gestural language to provide a version of The Tempest that is accessible to a wide variety of audiences particularly in underserved communities. The production's first phase will be a workshop for the production performed for an audience in March 2018, then the second phase of the production will be a final run of the show from April 6-22, 2018 at the Oak Cliff Cultural Center.

Contract Number: OCA-2018-00005225 Contract Term: 02/15/2018 To 05/31/2018

Background: PRISM MOVEMENT THEATER 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,000.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$3,000.00, 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 final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005225	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: 96207 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.

J. G. [Signature]

02/13/2018

[Signature]

02/15/2018

By Department Director

DATE

Approved as to form by City Attorney

DATE

[Signature]

02/15/2018

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

185285

EFFECTIVE DATE

DEC 15 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 16 AM 11:11

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: URBAN ENGINEERS GROUP, INC. Vendor No. 511462

Subject: NORTHAVEN TRAIL PHASE 2-A Department: Park and Recreation

Action Requested: Authorize a Supplemental Agreement #1 with Urban Engineers Group, Inc., in the amount of \$ 45,950.00, thereby increasing the contract from \$266,387.00 to \$312,337.00.

Contract Number: PKR-2016-00001042 Contract Term: 8 Months To 10 Months

Background: Provide additional Professional Services to support alternative crossing structural design at Bachman Branch Creek and revised location for the trail to the rear of ONCOR substation at the Dallas North Tollway and Northaven Road/ Quincy Lane. All changes are / not owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
2U22	PBW	S618	HIBT	4111	PBI2S618	CT PKR16019960	\$45,950.00
TOTAL:							\$45,950.00

Project No: See Prgm Commodity Code: 92500 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
1	16-1453	9/14/2016	\$266,387.00	0	45,950.00	17.25%

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
	\$	\$	\$	\$	

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

[Signature] 12-14-17
By Department Director

[Signature] 2-7-2018
Approved as to form by City Attorney

[Signature]
By Assistant City Manager

12-15-17
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185286

EFFECTIVE DATE

FEB 14 2018

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)

FEB 16 PM

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:	Homeward Bound, Inc.	Vendor No.	359492
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Subject:	SAMHSA Grant	Department:	CAO
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Action Requested: Authorize a contract between the City of Dallas and Homeward Bound, Inc. to provide substance abuse related support services to program participants in the South Dallas Drug Court and the Downtown Night Court, not to exceed \$26,000.00.

Contract Number:	ATT-2018-00005438	Contract Term:	10/1/2017	To	9/30/2018
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Background: On September 27, 2017, City Council by Council Resolution No. 17-1534 authorized the grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. Under this contract Homeward Bound, Inc. will provide substance abuse related support services for participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court and the Downtown Night Court, in an amount not to exceed \$26,000.00

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	F503	ATT	2051		3070	FY17-18	ATT-2018-00005438	\$26,000.00
	TOTAL:							\$26,000.00

Project No:	Commodity Code:	Financing:
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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
ORIGINAL - City Secretary

2-12-18
DATE

[Signature]
By Assistant City Manager

2-16-2018
DATE

[Signature]
Approved as to form by City Attorney

2, 14, 18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185287

EFFECTIVE DATE

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

FEB 14 2018

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

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

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

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

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

Vendor Name: Walker Bright PC Vendor No. VS0000032828

Subject: Professional Services Contract Department: CAO

Action Requested: Authorize a contract with firm to represent Dallas Police Officer Danny Vasquez in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. This contract shall not exceed \$50,000.00.

Contract Number: ATT-2018-00005417 Contract Term: To

Background: The law firm of Walker Bright PC is being retained to provide legal services in connection with the representation of Dallas Police Officer Danny Vasquez in connection with the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16-cv-3089-N. Walker Bright PC will be paid on an hourly rate basis as provided by the engagement letter dated February 5, 2018. This contract shall not exceed \$50,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0192	ORM	3890		3033		ATT-2018-00005417	\$50,000.00
TOTAL:							\$50,000.00

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.

[Signature]
By Department Director DATE 2-12-18

[Signature]
Approved as to form by City Attorney DATE 2-15-2018

[Signature]
By Assistant City Manager DATE 2.14.18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185288

EFFECTIVE DATE

Feb 16, 2018

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

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

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

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

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

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

Vendor Name: **ITK Technologies, LLC** Vendor No. **VS96877**
 Subject: **Lawson Consultant** Department: **Communication & Information Services**

Action Requested: **Authorize the payment for consulting services utilized to troubleshoot issues with Lawson and IBM WebSphere.**
 Contract Number: **DSV-2018-00005373** Contract Term: **2/12/2018** To **12/31/2018**

Background: The City leveraged the vendor's experience and expertise to troubleshoot recent issues with City's payroll application Lawson and middleware application IBM WebSphere. The vendor immediately analyzed various application logs, network/security logs, and spoke with the City's technical team that supports these applications to narrow down the scope of the issues and recommend possible solutions to resolve the system issues.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1665		3070		CX DSV-2018-00005373	\$1,110.00
TOTAL:							\$1,110.00

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.

William H. Hall Feb 16, 2018 Barbara A. McAninch Feb 16, 2018
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] Feb 16, 2018
 By Assistant City Manager DATE

Interim Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185289

EFFECTIVE DATE

02/16/2018 *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%)
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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: Creative Class Group LLC Vendor No. VS97071

Subject: City Council Strategic Planning Session Department: Mayor and City Council

Action Requested: To authorize payment for speaking services to be performed for the annual City Council strategic planning session relating to urban regeneration and City policies.

Contract Number: MCC201800005572 Contract Term: 2/21/2018 To 2/21/2018

Background: Dr. Richard Florida, author of the book The New Urban Crisis, University of Toronto, has been invited to be the guest speaker at the 2018 City Council Strategic Planning Session. The planning session will provide an opportunity for robust discussion on the City Council's collective vision for Dallas, considering Dr. Florida's unique insight on the challenges and opportunities facing large cities today.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	BMS	1991		3099	0001OFS		\$20,000.00
TOTAL:							\$20,000.00

Project No: Commodity Code: 96161 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] 2/16/18 *[Signature]* 2/16/2018
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] 2/16/18 *[Signature]* 2/16/18
 By Assistant City Manager DATE Chief of Staff to the City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185290

EFFECTIVE DATE

Feb 16, 2018

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(C) of the City Code.
- f. Other (explain on attachment)

2018 FEB 20 AM
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: IntelliTrack Software, Inc. Vendor No. VS0000016485

Subject: IntelliTrack Software Maintenance Services Department: Communication and Information Services

Action Requested: Authorize annual software maintenance and support of IntelliTrack stockroom inventory software used by the City of Dallas Convention and Event Services.

Contract Number: DSV-2017-00001865 Contract Term: 7/15/2018 To 7/14/2021

Background: IntelliTrack services allows Kay Bailey Hutchison Convention Center Dallas to operate hand-held remote inventory devices for stockroom inventory. Additionally, the service will allow for technical support and software upgrades.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7825		2735		CX DSV-2017-00001865	\$2,027.25
TOTAL:							\$2,027.25

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
By Department Director Feb 2, 2018 DATE

[Signature]
Approved as to form by City Attorney Feb 20, 2018 DATE

[Signature]
By Assistant City Manager Feb 16, 2018 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185291

EFFECTIVE DATE

11/10/2017

FEB 20 AM 8:39
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S...

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

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

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

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

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

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

Vendor Name: **JOE JETER SALES LLC** Vendor No. 149596

Subject: Pneumatic Air Tool Repairs Department: Dallas Water Utilities

Action Requested: Pneumatic air tool service and parts to repair paving breakers, rock drills, tampers, clay diggers, chipping hammers and sharpening points and chisels. Repairs are to be performed by trained technicians. Repair service includes: of picking up tools from warehouse, test tools, disassemble tools, clean and oil tools, replace worn or broken parts, paint tools, engrave DWU- WTR numbers and return tools to warehouse.

Contract Number: DWU-2018-00004264 Contract Term: 2/2/2018 To 2/2/2021

Background: Pneumatic air tools are needed to make repairs to the City of Dallas infrastructure by Distribution and Waste Water Collections. This service is required to extend the life of the pneumatic tools purchased by the City of Dallas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7004		2998			\$43,050.00
TOTAL:							\$43,050.00

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 11/1/17

Approved as to form by City Attorney DATE 2/16/18

By Assistant City Manager DATE 11/10/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185292

EFFECTIVE DATE

SEP 14 2017

FEB 20 11:03:39

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

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

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

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

Vendor Name: KAHN AIR CONDITIONING & HTNG Vendor No. 204040
 Subject: HVAC SERVICES Department: OFFICE CULTURAL AFFAIRS/WRR

Action Requested: WRR is requesting authorization to sign a new contract with Kahn Air Conditioning & HTNG, for the preventative maintenance of the WRR Transmitter Towers HVAC Systems.

Contract Number: OCA-2017-00002828 Contract Term: 10/1/2017 To 9/30/2022

Background: Kahn will provide WRR with preventative maintenance service for three air conditioning systems in our transmitter towers located at 1360 W. Belt Line Rd. Suite G and 1310 W. Belt Line Rd. Suite 204. The contract includes belts, filters and contactors, as needed. Kahn will perform a thorough-out inspection and compare to manufacture specifications annually. A filter change, condenser cleaning, performance check and inspection will be done quarterly.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0140	OCA	1069		3099		OCA-2017-00002828	\$41,920.00
TOTAL:							\$41,920.00

Project No: Commodity Code: 92507 Financing: Current Year 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.

Jennifer Swipp
 By Department Director DATE 9/11/17

David Mulholland
 Approved as to form by City Attorney DATE 2/15/18

Jaymatan
 By Assistant City Manager DATE 9-11-17



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185293

EFFECTIVE DATE

February 20, 2018

RECEIVED
 FEB 20 AM 11:49
 CITY SECRETARY
 DALLAS, TEXAS

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

- a. Competitively bid or proposed service contracts of \$70,000 or less.
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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:	CDW Government LLC	Vendor No.:	500105
Subject:	McAfee Urgent Incident Response Services	Department:	Communication & Information Services

Action Requested:	Authorize Supplemental Agreement 1 for urgent incident response services.		
	Contract Number:	DSV-2018-00004138	Contract Term: 2/7/2018 To 5/6/2018

Background: Urgent response services are requested to evaluate and repair the City's infrastructure as a result of malicious parties or malware.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0198	DSV	1841		3438		CX DSV-2018-00004138	\$39,540.00
							TOTAL:	\$39,540.00

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
1	17-1738	11/8/2017	\$168,421.08	\$0.00	\$39,540.00	23.76%

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.

<p><u>Sheila Robinson</u> Sheila Robinson (Feb 8, 2018) By Department Director</p>	<p>Feb 8, 2018 DATE</p>	<p><u>Don Knight</u> Don Knight (Feb 20, 2018) Approved as to form by City Attorney</p>	<p>Feb 20, 2018 DATE</p>
<p><u>Jody Puckett</u> Jody Puckett (Feb 20, 2018) By Assistant City Manager</p>	<p>Feb 20, 2018 DATE</p>	<p><u>OK</u> DATE</p>	



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185294

EFFECTIVE DATE

2/8/18 TS

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) Request for execution of DHAP Homebuyer Written Agreements

FEB 20 11 53 AM '18

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: KeAndre Nash Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)
Contract Number: 10608 Contract Term: To

Background: Mr. Nash was approved for \$21,264.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

By Department Director

2/2/2018
DATE

Approved as to form by City Attorney

2/14/18
DATE

By Assistant City Manager

2/8/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185295

EFFECTIVE DATE

2/18/18 TS

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(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

FEB 20 11 5: 0

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: Shanay Wise Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)
Contract Number: 10606 Contract Term: To

Background: Ms. Wise was approved for \$27,591.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

By Department Director: 2/2/2018 DATE

Approved as to form by City Attorney: 2/14/18 DATE

By Assistant City Manager: 2/8/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185296

EFFECTIVE DATE

02/18/2018 am

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

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

RECEIVED 20 FEB 20 11:12:48

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 *PAUC*

Vendor Name: Streamline HR Management, LLC Vendor No. VS90500
 Subject: Exclusion Screening Vendor Department: EMS Compliance

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

Contract Number: MGT-2018-00005434 Contract Term: 3/1/2018 To: 03/01/2019

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	1984	PR05	3070	-	CTMGTFY18EXC	\$1,725.00
TOTAL:							

Project No: Commodity Code: 20863 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
	165172	1/25/2016				%

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.

Glennie Cupp 2/15/2018 *Shawn McSwain* 2/20/2018
 By Department Director DATE Approved as to form by City Attorney DATE
Kristina... 2/18/18
 By Assistant City Manager DATE Chief of Staff to the City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185297

EFFECTIVE DATE

2/15/18

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)

2018 FEB 20 PM 3:33
CITY SECRETARY
FELLS

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: Open Text (formerly HP Exstream) Vendor No. VS0000070660

Subject: Supplement Agreement No. 7 Department: Dallas Water Utilities (DWU)

Action Requested: Authorize supplement Agreement No. 7 to extend the software maintenance for 3-months for the composition software which formats over 3.6M SAP invoices annually. This extension will provide the City with time to finalize the transition of invoice composition and printing to the City's new vendor.

Contract Number: DWU-2018-00005296 Contract Term: 3/1/2018 To 5/31/2018

Background: In February 2008, City Council approved the purchase of HP Exstream Dialogue composition software, implementation services, 5 years of maintenance and 5-year master agreement for on-going development support from Hewlett-Packard/Exstream software, LLC. It is necessary to extend the maintenance for three months.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7230		3438		CX-DWU-2018-00005296	\$15,341.65
TOTAL:							\$15,341.65

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
7	080625	2/28/2008	\$1,021,752.00	\$237,154.32	\$1,274,247.97	24.71%

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

2/15/18
DATE

Approved as to form by City Attorney M. Doss

02/20/18
DATE

By Assistant City Manager

2/15/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185298

EFFECTIVE DATE

February 16, 2018

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
2018 FEB 20 PM

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: CARA MIA THEATRE CO. Vendor No. 357327
 Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall collaborate with storyteller Dr. Njoki McElroy to present the performance project entitled, "Our Stories." This project explores what it means to bring people of different backgrounds, persuasions, ideologies together in one performance to engage diverse audiences. Following each performance, a community conversation will take place between the audience and performers on how storytelling can open dialogues among different people and lead to intercultural understanding. The performance will be performed by seven Dallas residents of diverse gender, racial, cultural, and economic backgrounds who will each tell a story reflecting their own diverse identity. The project will be presented at six culturally and racially disparate neighborhoods in Dallas. These include the Latino Cultural Center, Paul Quinn College, Anita Martinez Recreation Center, and the Hampton-Illinois, Fretz Park, and Pleasant Groves branches of the Dallas Public Library.

Contract Number: OCA-2018-00005331 Contract Term: 02/15/2018 To 07/31/2018

Background: CARA MIA THEATRE COMPANY 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 \$15,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$7,500.00 of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$7,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2018-00005331	\$15,000.00
TOTAL:							\$15,000.00

Project No:	Commodity Code: 96207	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.

Jennifer Scripps

02/16/2018

MPS

02/16/2018

By Department Director

DATE

Approved as to form by City Attorney

DATE

Jay... (Signature)

02/16/2018

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

185299

EFFECTIVE DATE

2-20-18

JK

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

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

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

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

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

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

Vendor Name: Square Peg Properties, LLC Vendor No. VC17348

Subject: Economic Development Grant Agreement Department: Office of Economic Development

Action Requested: Amend the Chapter 380 Grant Agreement with Square Peg Properties, LLC approved by Administrative Action #17-0897 to reduce the minimum investment requirement from \$477,301 to \$150,000.

Contract Number: ECO-2017-00002774 Contract Term: 8/17/2017 To 8/17/2018

Background: Adaptive Reuse is the practice of repurposing underutilized buildings to support better use as an alternative to demolition, vacancy, or undesirable use. Square Peg Properties, LLC shall make a minimum investment of \$150,000 to repurpose and restore a vacant/blighted building into a mix use property. The 1st floor and half of the 2nd floor will operate as an art gallery and the remainder of the 2nd floor will be used for two 225 SF micro apartments. Four (4) full-time jobs will be created. This grant meets the eligibility criteria of the program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0352	ECO	W142	PPPF	3016	PPPF0016	CXECO-2017-00002774	\$0.00
TOTAL:							

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
						%

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 2/15/18

By Assistant City Manager _____ DATE 2/20/18

Approved as to form by City Attorney _____ DATE 2-15-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185300

EFFECTIVE DATE

JAN 22 2018

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)

2018 FEB 21 AM 11:09

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:	In-N-Out Burger	Vendor No.	VC17052
Subject:	Childrens Day Event at the Great Trinity Forest Southern Gateway	Department:	Trinity Watershed Management

Action Requested:	In-N-Out Burger agrees to provide the City of Dallas a cookout at no charge serving approximately 300 meals at 2161 Dowdy Ferry Dallas, TX. 75217 (Great Trinity Forest Southern Gateway)				
Contract Number:	TWM-2018-00005205	Contract Term:	04/14/2018	To	04/14/2018

Background: This action will allow Trinity Watershed Management to accept the donations by In-N-Out Burger (free food for Childrens Day event at the Great Trinity Forest Southern Gateway)


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

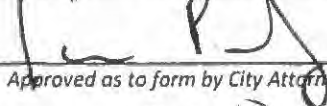
Project No:		Commodity Code:	99844	Financing:	No cost consideration to the City		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	
						%	

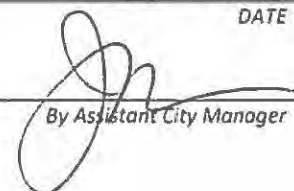
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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.

 1/18/18
 By Department Director DATE

 1-23-18
 Approved as to form by City Attorney DATE

 1-22-18
 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

185301

EFFECTIVE DATE

JAN 29 2018

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

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

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

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

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

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

Vendor Name:	In-N-Out Burger	Vendor No.	VC17052
Subject:	Artisan Fair Market Event at the Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway	Department:	Trinity Watershed Management
Action Requested:	In-N-Out Burger agrees to provide the City of Dallas a cookout at no charge serving approximately 600 meals at 109 Continental Avenue Dallas, TX. 75209 (Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway)		
Contract Number:	TWM-2018-00005205	Contract Term:	5/5/2018 To 05/05/2018

Background: This action will allow Trinity Watershed Management to accept the donations by In-N-Out Burger (free food for Artisan Fair Market event at the Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway)

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

Project No:	Commodity Code:	99844	Financing:	No cost consideration to the 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.

By Department Director [Signature] DATE 1/13/18

Approved as to form by City Attorney [Signature] DATE 1-23-18

By Assistant City Manager [Signature] DATE 1-22-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185302

EFFECTIVE DATE

JAN 22 2018

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)

2018 FEB 21 AM 11:11

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: In-N-Out Burger Vendor No. VC17052

Subject: Summer Camp Field Day Event at Moore Park Gateway Department: Trinity Watershed Management

Action Requested: In-N-Out Burger agrees to provide the City of Dallas a cookout at no charge serving approximately 300 meals at 1837 8th Street Dallas, TX. 75203 (Moore Park Gateway)
Contract Number: TWM-2018-00005205 Contract Term: 6/28/2018 To 6/28/2018

Background: This action will allow Trinity Watershed Management to accept the donations by In-N-Out Burger (free food for Summer Camp Field Day event at the Moore Park Gateway)

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

Project No: Commodity Code: 99844 Financing: No cost consideration to the 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.

By Department Director

1/12/18
DATE

Approved as to form by City Attorney DATE

By Assistant City Manager

1.22.18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185303

EFFECTIVE DATE

JAN 22 2018

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)

FEB 21

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:	In-N-Out Burger	Vendor No.:	VC17052
Subject:	Kickball Day Event at Moore Park Gateway	Department:	Trinity Watershed Management

Action Requested: In-N-Out Burger agrees to provide the City of Dallas a cookout at no charge serving approximately 300 meals at 1837 8th Street Dallas, TX. 75203 (Moore Park Gateway)

Contract Number:	TWM-2018-00005205	Contract Term:	8/25/2018	To	8/25/2018
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Background: This action will allow Trinity Watershed Management to accept the donations by In-N-Out Burger (free food for Kickball Day event at the Moore Park Gateway)

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

Project No.:	Commodity Code:	99844	Financing:	No cost consideration to the 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.

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

185304

EFFECTIVE DATE

JAN 22 2018

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

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

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

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

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

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

Vendor Name:	In-N-Out Burger	Vendor No.:	VC17052
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Subject:	Pet Expo Event at the Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway	Department:	Trinity Watershed Management
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Action Requested: In-N-Out Burger agrees to provide the City of Dallas a cookout at no charge serving approximately 500 meals at 109 Continental Avenue Dallas, TX. 75209 (Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway)

Contract Number:	TWM-2018-00005205	Contract Term:	9/29/2018 To 9/29/2018
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Background: This action will allow Trinity Watershed Management to accept the donations by In-N-Out Burger (free food for Pet Expo event at the Ronald Kirk Bridge and the Felix H. Lozada, Sr. Gateway)

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

Project No.:	Commodity Code:	99844	Financing:	No cost consideration to the City
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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: 1/18/18

Approved as to form by City Attorney: DATE: 1-23-18

By Assistant City Manager: DATE: 1-22-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185305

EFFECTIVE DATE

FEB 20 2018

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) Supplemental Agreement to Amend Term and Discount

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: Advantage Waste Disposal LLC Vendor No. VS92307

Subject: Discount Disposal Contract Department: Department of Sanitation Services

Action Requested: The City seeks to enter into Supplemental Agreement No. 1 to the Solid Waste Discount Contract with Advantage Waste Disposal LLC to amend the term of the Contract to start on January 29, 2018 and to correct the discount rate percentage to 13.60%. Advantage was not able to timely comply with the LOC requirement so the Contract was not able to commence on January 15, 2018.

Contract Number: SAN-2018-00004972 Contract Term: 1/29/2018 To 1/28/2021

Background: The City of Dallas entered into a three-year solid waste discount disposal contract with Advantage Waste Disposal LLC for delivery of guaranteed annual tonnage of 22,500 at a discount disposal fee of 13.60% below the disposal rate in accordance with the discount rates ordinance approved by City Council on October 1, 2016.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3592	SS03	RSC	7430	SAN-2018-00004972	\$0.00
TOTAL:							

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.

By Department Director [Signature] 2-13-18 DATE Approved as to form by City Attorney [Signature] 2/21/2018 DATE

By Assistant City Manager [Signature] 2.20.18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185306

EFFECTIVE DATE

02/08/2018 *Boe*

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

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

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

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

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

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

Vendor Name: **Brent O'Bannon LLC** Vendor No. **VS96904**

Subject: **Instructor-Led Strategy course for Supervisor Development Series** Department: **Human Resources**

Action Requested: Human resources requests the approval of the purchase of services from Brent O'Bannon LLC. HR wants to offer a 4-hour strategy course for supervisors and managers attending HR-sponsored supervisor development.

Contract Number: **PER - 2018-00005419** Contract Term: **3/12/2018** To **03/12/2019**

Background: Human Resources is responsible for offering training and development to supervisors and managers. HR delivers content through a variety of channels, including outside vendors. HR wants to utilize Brent O'Bannon LLC to offer strategy training to supervisors and managers. This course will benefit managers and supervisors by providing strategic tools to improve their productivity, better engage their employees, and yield higher business results.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	PER	1432		3361		CX - PER - 2018-00005419	\$11,200.00
TOTAL:								\$11,200.00

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

2-7-18
DATE

[Signature] 2/21/2018
Approved as to form by City Attorney DATE

[Signature] 2/8/18
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

185307

EFFECTIVE DATE

Feb 20, 2018

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

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

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: Sprocket Networks, LLC Vendor No. VC18182

Subject: Technical Outages at Courts building Department: Communication & Information Services

Action Requested: Authorize payment for replacement and installation service of fiber links and optics.

Contract Number: DSV-2018-00005342 Contract Term: 8/1/2017 To 3/31/2018

Background: Technical outages and poor connectivity at the Courts building at 2014 Main Street prevented cashiers from conducting City business. This emergency solution was necessary to resolve connection issues and resume business operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1510		2890		CX DSV-2018-00005342	\$1,985.00
TOTAL:							\$1,985.00

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
			%

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 15, 2018
DATE

[Signature]
Approved as to form by City Attorney
Feb 20, 2018
DATE

[Signature]
By Assistant City Manager
Feb 20, 2018
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

185308

EFFECTIVE DATE

FEB 7 2018

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(C) of the City Code.
- f. Other (explain on attachment) Contract name change

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:	USI Insurance Services National, Inc. f.k.a. Wells Fargo Insurance Services USA, Inc.	Vendor No.	VC0000003978
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Subject:	Contract name change	Department:	Office of Procurement Services
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Action Requested: The stock of Wells Fargo Insurance Services USA, Inc (WFIS, USA Inc.) was sold to USI Insurance Services National, Inc. and changed its legal name effective December 4, 2017.

Contract Number:	POM-2017-00001172	Contract Term:	10/1/2016	To	1/7/2020
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Background: 10/14/16 Council auth. a svc. contract with WFIS USA Inc. for broker of record, purchase of Ins. for comm. property/boiler/machinery from 10/1/16 to 9/30/19; risk mgt. consulting svc. from 1/8/17 to 1/7/20; 1 yr contract, with 2 one-yr renewal options, for ancillary Ins. from 10/1/16 to 9/30/17 by Res. 16-1429. On 9/27/17, Council auth. supp. agrmt No. 1 to exercise the first of 2, one-yr renewal options for ancillary Ins. by Res. 17-1530. WFIS USA Inc. sold its stock to USI, Ins. Svs. Nat. Inc and chgd its lgl name effective 12/4/17.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		N/A	POM	N/A	N/A	N/A	N/A	MASCWELLS3840
TOTAL:								\$0.00

Project No: BKZ1614 Commodity Code: 95300 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	16-1429	9/14/2016	\$4,727,001.00	\$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.

 By Department Director	2/2/18 DATE	 Approved as to form by City Attorney	2/21/2018 DATE
	 Assistant City Manager		2-7-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185309

EFFECTIVE DATE

1/19/18 FEB 21 PM 2:44

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

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

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

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

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

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

Vendor Name:	Metro-Repro, Inc.	Vendor No.	VS0000033721
Subject:	Service/Maintenance Agreement	Department:	Sustainable Development & Construction (DEV)

Action Requested: Authorize a 3 year Service/Maintenance Agreement with Metro-Repro, Inc. in the amount of \$10,935.00 for on-site maintenance of scanner located in the GIS/IT Division at City Hall.

Contract Number:	DEV-2018-00005004	Contract Term:	12/1/2017	To	11/30/2020
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Background: This service contract will allow Sustainable Development and Construction Department to continue providing usage to service planning, development, administrative, and public customers by providing large format zoning signs, development documents, and maps

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0150	DEV	3175		3110		DEV-2018-00005004	\$10,935.00
TOTAL:							\$10,935.00

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
0	NA					%

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] 1-5-18
By Department Director DATE

[Signature] 1/29/18
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager DATE 1/19/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185310

EFFECTIVE DATE

FEB 14 2018

FEB 21 PM 3:20

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

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

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

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

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

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

Vendor Name:	E.S.P. of Texas	Vendor No.	509572
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Subject:	Fretz Park Library- A/V Repairs	Department:	Library
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Action Requested: Authorize payment to E.S.P. of Texas for repairs to the black box theater audio/visual system at the Fretz Park Library, not to exceed \$495.00.

Contract Number:	LIB-2018-00005366	Contract Term:		To	
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Background: AA 17-7074 previously authorized E.S.P. of Texas, a division of Eagle Audio/Visual, Inc. at that time, to make minor repairs to the black box theater audio visual system at the Fretz branch. After issuing the notice to proceed and receiving notice that repairs had been complete, E.S.P. informed Library that they were no longer a division of Eagle Audio/Visual. This AA is to authorize payment to E.S.P. instead of Eagle Audio/Visual.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	LIB	5365		3099		LIB-2018-00005366	\$495.00
	TOTAL:							\$495.00

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.

My Guidice
By Department Director

02.01.18
DATE

Bh McNeill
Approved as to form by City Attorney

2-21-2018
DATE

[Signature]
By Assistant City Manager

2-14-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185311

EFFECTIVE DATE

FEB 13 2018

2018 FEB 21 PM 4:00

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

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

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: Casco Industries, Inc. Vendor No. 082798

Subject: Fire Fighting Foam Department: Dallas Fire-Rescue Department

Action Requested: Extension of master agreement with Casco Industries, Inc. for two years under the same terms and conditions

Contract Number:	POM-2016-00000643	Contract Term:	2/7/2018	To	2/7/2020
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Background: On October 8, 2013, Dallas City Council awarded a three year term master agreement with Casco Industries, Inc. for the purchase of firefighting foam for Dallas Fire-Rescue in the amount of \$1,704,472.60 by resolution #13-1756 resulting from solicitation #BY1348. On April 21, 2016 the contract was extended until 10/7/2017 by AA #16-5830. This extension will enable Dallas Fire-Rescue to purchase firefighting foam.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	DFD						
TOTAL:							2.07

Project No: BY1348 Commodity Code: 34041 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	13-1756	10/8/2013	\$1,704,472.60	\$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.

Diane Costa 2/8/18
By Department Director DATE

Alan Knight 2-21-18
Approved as to form by City Attorney DATE

Jon Foster 2-13-18
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

185312

EFFECTIVE DATE

02/14/18

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)

2018 FEB 22 AM

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: van Enter Studios Vendor No. VS0000022723

Subject: Storage of the artwork, "Song for my Father." Department: OCA

Action Requested: Authorization is requested to pay attached invoice for services rendered based on submitted invoice for van Enter Studio storage and removal to city storage of the artwork entitled "Song for my Father."

Contract Number: OCA-2018-00005425 Contract Term: 1/1/2017 To 12/31/17

Background: "Song for My Father" was removed from its McKinney Ave, West End location because of construction. The construction has been indefinitely extended and the artwork has been in van Enter's storage since its deinstallation. 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 \$5,250. The conservator understands that the City agrees to pay the conservator in one (1) payment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4804		3070		OCA-2018-00005425	\$5,250.00
TOTAL:							\$5,250.00

Project No: Commodity Code: 91259 Financing: General 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 2/7/18 DATE

Approved by City Attorney 2/20/18 DATE

By Assistant City Manager 2-14-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185313

EFFECTIVE DATE

02/14/18

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

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

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

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

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

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

Vendor Name: RUBEN CARRAZANA Vendor No. VC14838

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant will produce a cinematographic interpretation of an original play which premiered at the Latino Cultural Center in July 2016. The original play was developed in part during the Dallas Playwrights' Workshop at the Dallas Theater Center with playwright-in-residence, Will Power. This current production will feature all local talent and will be a local project adapting the play's script into a feature film allowing for an even larger audience experience. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2018-00005285 Contract Term: 2/26/18 To 5/31/18

Background: Ruben Carrazana 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 60% or \$3,600.00 of the total awarded amount upon submission and acceptance of project proposal and receipt of the consultant's first invoice, and one (1) payment of 25%, or \$2,400.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005285	\$6,000
TOTAL:							\$6,000

Project No: Commodity Code: 96207 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 *Jennifer Scripps* 2/12/18 DATE

Approved as to form by City Attorney *Durray C. Jones* 2/20/18 DATE

By Assistant City Manager *Jayrus...* 2-14-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

105314

EFFECTIVE DATE

02/14/2018 *[Signature]*

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

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

RECEIVED
CITY OF DALLAS
FEB 14 2018

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 Vendor No. Vs92536

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 ten week after school arts program March 6-May 17, 2018 for forty students ages 8-12 featuring an exploration into creative thinking using the mediums of theater, music, and visual arts. In accordance with the City of Dallas Cultural Policy, Consultant will work under supervision of the Manager of the BHCC, and will adhere to City policy's and center guidelines and procedures.

Contract Number: OCA-2018-00005146 Contract Term: 3/6/2018 To 5/17/2018

Background: Johnny has worked with the after school program for the last eight years. She is an accomplished actor and teacher. Johnny has been a teacher for School of Rock and in Big Thought programs throughout the City, at the Dallas Children's Theater. The fee for this service will not exceed \$2250. Consultant understands that the City of Dallas will pay for services as follows: Two (2) payments of 1125 within fifteen working days from receipt of consultant's invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4833		3089		OCA-2018-00005146	\$2,250.00
TOTAL:							\$2,250.00

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.

Jennifer Scipio 2/9/18 *[Signature]* 2/20/18
 By Department Director DATE Approved as to form by City Attorney DATE
[Signature] 2-14-18
 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

185315

EFFECTIVE DATE

02/14/18 *gcl*

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

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

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

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

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

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

Vendor Name: Kineta Massey Vendor No. VS0000072397

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 ten week after school arts program March 6-May 17, 2018 for forty students ages 8-12 featuring an exploration into creative thinking using the mediums of theater, music, and visual arts. In accordance with the City of Dallas Cultural Policy, Consultant will work under supervision of the Manager of the BHCC, and will adhere to City policy's and center guidelines and procedures.

Contract Number: OCA-2018-00005145 Contract Term: 3/6/2018 To 5/17/2018

Background: Kineta has worked with the after school program for the last eight years. She is an accomplished actor and teacher and has taught in the DISD public schools, in Big Thought programs throughout the City, at the Dallas Children's Theater and at Missoula Children's Theater. The fee for this service will not exceed \$2250. Consultant understands that the City of Dallas will pay for services as follows: Two (2) payments of \$1125 within fifteen working days from receipt of consultant's invoice.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4833		3089		OCA-2018-00005145	\$2,250.00
TOTAL:							\$2,250.00

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.

Jennifer Scripps 2/8/18 *Murray* 2/20/18
 By Department Director DATE Approved as to form by City Attorney DATE

Dyann 2-14-18
 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

185316

EFFECTIVE DATE

February 16, 2018

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 22 MAR 2018

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 *CA*

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

Vendor Name: **JENNIFER TOOLEY** Vendor No. VS96722

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "Smart Cookies" in which various, local female artists will participate in 15-minute interviews throughout the City of Dallas to showcase the diversity of artists, Dallas neighborhoods, and art spaces. The chosen artists will represent an array of disciplines, age ranges, experience, and racial and cultural backgrounds. The documentary interviews will be shot on location over a period of three-days, and it will be made available to the citizens of Dallas free of charge electronically via YouTube, social media, and by URL link for embedding and sharing purposes. Consultant will also make the film available for showcasing at City-owned cultural facilities. Smart Cookies will educate viewers about the Dallas art scene, the lives of working artists, and the experiences of local women making art. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2018-00005312 Contract Term: 3/15/18 To 9/30/18

Background: Jennifer Tooley 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% 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 50%, or \$3,000.00, 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	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005312	\$6,000
TOTAL:							\$6,000

Project No: Commodity Code: 96207 Financing: General 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.

Jennifer Scripps
By Department Director

02/16/2018
DATE

Suzanne Link
Approved as to form by City Attorney

02/21/2018
DATE

Joyce Bass
By Assistant City Manager

02/16/2018
DATE

Exhibit C
Memorandum

185317

RECEIVED

2018 MAR -7 AM 11:44

CITY SECRETARY
DALLAS, TEXAS



CITY OF
DALLAS

DATE March 5, 2018

TO City Secretary
SUBJECT Correction to Admin Action No. 18-5317

This is the first (Y/N) correction to the subject Administrative Action. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 02/06/18 authorizing payment for non-legal advertising in the amount of \$145.00.

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

Typo Financial/funding information Obvious error from CR context

Encumbrance Number on Administration Action should read as follows:

[BMS-2018-00005412-1]; instead of ~~BMS-2018-00005412~~

Department: Office of Budget/Grant Admin

Director (or designee.): *Jack Ireland* Signature 3/7/18 Date

Jack Ireland
Print Name

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

OFS: Approved Denied Is ATT Approval Needed? Y N

OFS: _____
Signature Date

Print Name

ATT: Approved Denied

Assistant City Attorney: _____
Signature Date

Print Name

RS 3/6/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185317

EFFECTIVE DATE

2-6-18

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)

2018 FEB 22

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 Chinese News Vendor No. 501253

Subject: Advertisement Department: Office of Budget/Grant Admin.

Action Requested: Authorize payment for non-legal advertising in the amount of \$145.00

Contract Number: BMS-2018-00005412 Contract Term: 12/1/2017 To 1/31/2018

Background: The City of Dallas receives over \$20m in Consolidated Plan grant funds each year from HUD. Consolidated Plan grants include CDBG, ESG, HOME and HOPWA funds. HUD regulations require that the City provide for and encourage citizens to participate in the budget development process. This advertisement was to inform citizens and encourage attendance at neighborhood meetings for development of the FY 2018-19 Consolidated Plan Budget.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	BMS	204B	BM28	3320		BMS-2018-00005412	\$145.00
TOTAL:							\$145.00

Project No: Commodity Code: 91571 Financing: FY 2017-18 CDBG 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 2/5/18

[Signature]
Approved as to form by City Attorney DATE 2/21/18

[Signature]
By Assistant City Manager DATE 2-6-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185318

EFFECTIVE DATE

2-6-18
2018 FEB 22 AM 8:30

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

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

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

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

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

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

Vendor Name:	Dallas Observer	Vendor No.	182414
Subject:	Advertisement	Department:	Office of Budget/ Grant Admin.

Action Requested: Authorize payment for non-legal advertising in the amount of \$500.00

Contract Number:	BMS-2018-00005411	Contract Term:	12/1/2017	To	1/31/2018
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Background: The City of Dallas receives over \$20m in Consolidated Plan grant funds each year from HUD. Consolidated Plan grants include CDBG, ESG, HOME and HOPWA funds. HUD regulations require that the City provide for and encourage citizens to participate in the budget development process. This advertisement was to inform citizens and encourage attendance at neighborhood meetings for development of the FY 2018-19 Consolidated Plan Budget.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	BMS	204B	BM28	3320		BMS-2018-00005411	\$500.00
TOTAL:							\$500.00

Project No:	Commodity Code:	91571	Financing:	FY 2017-18 CDBG 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] 2/5/18
By Department Director DATE

[Signature] 2/21/18
Approved as to form by City Attorney DATE

[Signature] 2-6-18
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

185319

EFFECTIVE DATE

4/27/17

FEB 22 AM 9:22

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(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: 42 Deep Ellum, LP Vendor No. VS86192

Subject: Encroachment Agreement Department: Sustainable Development & Construction (DEV)

Action Requested: Authorize an Encroachment Agreement between 42 Deep Ellum, LP ("Owner") and the City of Dallas ("City") for an existing building encroachment located on a portion of Main Street, containing approximately 245 square feet, Block 182, Crowds & Akard's Addition, Dallas County, Texas. The proceeds shall be deposited into the General Fund 0001, Department DEV, Balance Sheet 0519 and Department of Sustainable Development and Construction Services, Real Estate Division shall be reimbursed for administrative costs incurred (Fund 0001, Department DEV, Unit 1183, Object 5011). Consideration: \$5,400.00

Contract Number: DEV-2017-00002299 Contract Term: N/A To N/A (SS)

Background: Additional Administrative Actions: this Vendor has another Administrative Action for a separate Encroachment Agreement on Commerce Street, being processed simultaneously.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DEV	1183		5011			\$5,400.00
TOTAL:							\$ 5,400.00 (SS)

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]* 06/19/17 DATE

Approved as to form by City Attorney: *[Signature]* 06/30/2017 DATE

By Assistant City Manager: *[Signature]* 04/27/17 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185324

EFFECTIVE DATE

DEC 20 2017 SRH

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

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

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

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

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

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

Vendor Name: CANON SOLUTIONS OF AMERICA Vendor No. 078840

Subject: Renewal Maintenance Department: PBW/SURVEY DEPARTMENT

Action Requested: Technical and Maintenance Support for Scanner, Printer and TC4 Controller for Color Wave 650 Printer.

Contract Number: PBW-2018-00004927 Contract Term: 12/1/2017 To 11/30/2018

Background: Annual renewal of maintenance contract for Oce Colorwave 650 plotter. Invoice for the contract period of 12-01-2017 to 11-30-2018

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PBW	3027	PB10	3110	N/A	PBW-2018-00004927	\$8,043.00
TOTAL:							\$8,043.00

Project No: N/A Commodity Code: 93927 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
0	N/A		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

By Department Director: [Signature] DATE: 12/14/17

Approved as to form by City Attorney: [Signature] DATE: 12/20/17

By Assistant City Manager: [Signature] DATE: 12/20/17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185325
EFFECTIVE DATE

2-12-18 NH

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

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

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

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

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

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

Vendor Name: Tiny Academy LLC, dba: Little Scholars Academy Vendor No. VS96545

Subject: Child Care Services Program Department: Management Services (MGT)

Action Requested: To authorize and approve that the City will pay Contractor, Tiny Academy LLC dba: Little Scholars Academy, an amount not to exceed \$17,000.00.

Contract Number: MTG-2018-00005003 Contract Term: 10/1/2017 To 9/30/2018

Background: The Child Care Services' Program budget was authorized (\$488,826) under the Consolidated Plan on August 9, 2017 for delivery of Child Care Services in accordance with City Council Resolution Number 17-1171 for the period of October 1, 2017 - September 30, 2018, FY 2017-2018 budget (Fund CD17, Unit 214B). Authorization for payments to Child Care Providers was authorized by Council Resolution 17-1541 on September 27, 2017.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	214B				MTG-2018-00005003	\$17,000.00
TOTAL:							\$17,000.00

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	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

2/16/18 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

185326

EFFECTIVE DATE

FEB 27 2018

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

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

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

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

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

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

Vendor Name: Janet Gayle Epstein Vendor No. VS93869

Subject: Stem Program for Summer Camp Department: PKR

Action Requested: Authorize an encumbrance of \$3,600.00 for Janet Gayle Epstein. The vendor provided the Challenge Island Stem Program during summer camp from 6/7/17-8/9/17 at Fretz Recreation Center (services rendered). Contact: Ryan Holscher (214) 670-6203

Contract Number: PKR-2018-00004922 Contract Term: 12/30/2017 To 2/28/2018

Background: Janet Gayle Epstein uses her talents in leadership and management to help children in afterschool STEM programs. Her career started in 1991 as an English teacher for various School Districts including Austin, Garland and McKinney. In 2015 she became the owner of Destination STEM, LLC.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5041		3063		PKR-2018-00004922	\$3,600.00
TOTAL:							\$3,600.00

Project No: Commodity Code: 92400 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.

William Blum 2-2-18 DATE By Department Director *Christine Turner* 2-12-2018 DATE Approved as to form by City Attorney Attested by

Robert Akbari By Assistant City Manager DATE 2-7-18 DATE

Robert Akbari, President Park and Recreation Board REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185327

EFFECTIVE DATE

FEB 7 2018

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)

2018 FEB 22 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: Ultimate Outdoor Entertainment Vendor No. VC18072

Subject: Summer Movie Series screen rental- June/July 2018 Department: Park and Recreation - Fair Park

Action Requested: Authorize an master agreement of \$4,494.00 for Ultimate Outdoor Entertainment. The vendor will provide a movie screen for the Fair Park Summer movie series (3 dates in June and 3 dates in July, 2018). Ultimate Outdoor Entertainment is the lowest responsible bidder of 3. This event supports new/renewed programming efforts within the park to drive attendance to Fair Park. Contact: Celia Barshop (214) 670-9721

Contract Number: PKR-2018-00005350 Contract Term: 6/1/2018 To 9/30/2018

Background: Ultimate Outdoor Entertainment is a full service indoor & outdoor movie event provider for towns, cities, Parks & Recs, schools & pools, neighborhoods & communities, churches, apartments, backyard birthdays, and graduations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00005350	\$4,494.00
TOTAL:							\$4,494.00


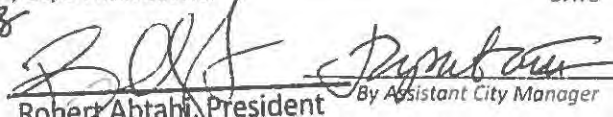
Project No: Commodity Code: 98512 Financing: Current Funds

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.

 2-2-18 DATE
 By Department Director Approved as to form by City Attorney
 2-7-18 DATE
 Robert Abtah, President By Assistant City Manager Secretary
 ORIGINAL Park and Recreation Board 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

185328

EFFECTIVE DATE

FEB 22 2018
FEB 22 PM 3:54
CITY OF DALLAS

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

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

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: Imajhanada Thomas Vendor No. VS96574

Subject: Volunteer Appreciation Awards Luncheon Department: Park and Recreation

Action Requested: Authorize an encumbrance in the amount of \$1,000.00 for Imajhanada Thomas. Imaj is a musician that will perform at the Volunteer Appreciation Awards Luncheon on April 14, 2018 at Fair Park.

Contact: Betty Swinners (214) 670-8538 Service Bidding Exemption AD 4-5 Sec 9.1.1
Contract Number: PKR-2018-00005188 Contract Term: 1/3/2018 To 6/1/2018

Background: Volunteer Appreciation Awards Luncheon is a Park and Recreation Department sponsored event. During this event department volunteers are recognized for their service and contributions to the PKR department and community. This is an annual event.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5206		3099		PKR-2018-00005188	\$1,000.00
TOTAL:							\$1,000.00

Project No: Commodity Code: 96205 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.

Robert Abtahi
By Department Director

2-2-18
DATE

Christine Turner
Approved as to form by City Attorney Attested by: DATE

Robert Abtahi
Robert Abtahi, President
Park and Recreation Board

Dyan...
By Assistant City Manager

2-7-18
DATE

Anthony...
Secretary REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185329

EFFECTIVE DATE

2/6/18 GCP

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
FEB 22 PM 4

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: CC Lynch & Associates Vendor No: 3569714

Subject: Flow meter calibration Department: DWU- Southside Wastewater Treatment Plant

Action Requested: Inspect and calibrate flow meters.

Contract Number: DWU-2018-00004263 Contract Term: 2/15/2018 To 2/15/2023

Background: Southside operates two flow meters that are regulated under the TCEQ operating permit of the plant. The meters are located at effluent outfalls A & B. The operating permit requires that the effluent meters be inspected and calibrated by a third party. This AA will allow for the services to be performed once per quarter according to Southside's SOP.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7453	752C	3099			\$20,000.00
TOTAL:							

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

2/1/18
By Department Director

2/1/18
DATE

Approved as to form by City Attorney - M. DOSS

2/22/18
DATE

By Assistant City Manager
2/6/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185330

EFFECTIVE DATE

FEB 20 2018

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)

2018 FEB 22 PM 4: 29
 RECEIVED
 CIVIL RIGHTS DIVISION

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: Miner Ltd dba Overhead Door Company Vendor No. VC15991
 Subject: Overhead Door Repair at SallyPort Department: AVI

Action Requested: Requesting Administrative Action to pay invoice for repairs to Overhead Door at SallyPort. Prolonging repair would have caused delay in everyday operation to inspect goods as they arrive at the airport.
 Contract Number: AVI-2018-00005427 Contract Term: 12/27/2017 To 5/1/2018

Background: SallyPort is where all goods are delivered for inspection before arriving into the terminal. The immediate repair to the Overhead Door was critical to keep all items in-house while in line for inspection. The SallyPort door needed a new motor, spring and adjustments. Total cost of this repair was \$1,187.71.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	EMER	3210		AVI-2018-00005427	\$1,187.71
TOTAL:							\$1,187.71

HT

Project No:	Commodity Code:	91055	Financing:	FY2018 Operating 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: 2/15/18
 Approved as to form by City Attorney: [Signature] DATE: 2.20.18
 By Assistant City Manager: [Signature] DATE: 2/22/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185331

EFFECTIVE DATE

FEB 20 2018

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

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

CITY SECRETARY
 RECEIVED
 FEB 22 PM 4:59
 MAIL ROOM, FEA

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: Prydes Meal Works, LLC Vendor No. VS0000075215

Subject: Emergency Repair of the Sally Port Gate Department: AVI

Action Requested: Authorize Administrative Action approving the repair of emergency gate at the Sally Port. Delay in repair would compromise the safety of tenants at Dallas Love Field. There are also pending gate repairs that needs to be address under the same scope of work.

Contract Number: AVI-2018-00005358 Contract Term: 1/30/2018 To 9/30/2018

Background: AVI uses the SallyPort to inspect all goods coming into the airport. This is secure by an automatic gate, (VMAG gate system), that requires authorized entry and exit. Any delay in this repair would cause a high security risk to employees, tenants, and products entering the airport.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7722	AV06	3210		AVI-2018-00005358	\$16,036.14
TOTAL:							\$16,036.14

at

Project No: Commodity Code: 96884 Financing: FY2018 Operating 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 2/15/18


 Approved as to form by City Attorney DATE


 By Assistant City Manager DATE 2.20.18

2/22/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185332

EFFECTIVE DATE

2/14/18 JCA

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: ARTTITUDE, INC. Vendor No. VS96844

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present "Transpose Expanded," an interview series to encapsulate the lives of 6 transgender individuals by capturing their stories, hopes, struggles, and triumphs. The media collected will be used to create an expanded version of the consultant's original documentary, "Transpose 1," as a continued means to educate the citizens of Dallas about transgender issues and help build a stronger connection within the LGBT community. Filming will take place through the month of June 2018. Consultant shall present the documentary at screenings being held at the Angelika Theatre and Cathedral of Hope in July 2018.

Contract Number: OCA-2018-00005345 Contract Term: 02/15/2018 To 08/31/2018

Background: ARTTITUDE, 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 \$10,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$5,000.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$5,000.00, 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 final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2018-00005345	\$10,000.00
TOTAL:							\$10,000.00

Project No: Commodity Code: 96207 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.

2/12/18 DATE
 By Department Director

2-14-18 DATE
 Approved as to form by City Attorney

2-21-18 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

185333
EFFECTIVE DATE

2/14/18

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(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: **OFELIA FAZ-GARZA** Vendor No. **V588191**

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

Action Requested: Consultant shall present a project entitled "El Tallercito's 1st Annual Writer's Conference". This project is a multi-day event focused on encouraging literary citizenship throughout Dallas. The principal event will bring local, established writers and collectives to showcase their work. The weekend event will begin on Friday evening with a community reading, Saturday, a full day of writers' workshops, and Sunday culminating with a drop-in writing session. Conference attendees will be encouraged to participate in one pop-up mini performance in their own neighborhoods. This open-to-the-public event purposes to increase the participation of emerging writers in the City of Dallas and to contribute and build the city's literary scene.

Contract Number: **OCA-2018-00005239** Contract Term: **3/1/18** To **7/31/18**

Background: **Ofelia Faz-Garza** 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 **\$6,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% 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 50%, or **\$3,000.00**, 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	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005239	\$6,000.00
TOTAL:							\$6,000.00

Project No: Commodity Code: **96207** 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.

Jennifer Scripps 2/8/18
By Department Director DATE

[Signature] 2/20/18
Approved as to form by City Attorney DATE

[Signature] 2-14-18
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

185334

EFFECTIVE DATE

DEC 20 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(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: Matthew Rogers Vendor No. VS95441

Subject: Part Time On-Air Announcer Department: Office of Cultural Affairs / WRR-FM

Action Requested: WRR is requesting authorization for approval with a renewal on another 6 month contract for a temporary On-Air Announcer, for the M-F evening shift 3-7.

Contract Number: OCA-2017-00004877 Contract Term: 3/1/2018 To 3/31/2019

Background: Matthew will provide the following services: He will be voice tracking and voicing commercials. He will be working Monday thru Friday, on the 3PM to 7PM, evening shift. Per the contract he will be paid \$1,000 per month and the contract shall not exceed \$12,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0140	OCA	1067		3099		OCA-2017-00004877	\$12,000.00
TOTAL:							\$12,000.00

Project No: Commodity Code: 91514 Financing: Current Year 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.

Jennifer Scripps 12/8/17
By Department Director DATE

Suresh Challa 2/21/18
Approved as to form by City Attorney DATE

[Signature] 12-20-17
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

185335

EFFECTIVE DATE

2-14-18 by

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(C) of the City Code.
- f. Other (explain on attachment)

21 FEB 23 AM 10:11

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: Sunbelt Rentals Inc. Vendor No: 507070

Subject: Equipment Rental Department: Convention and Event Services

Action Requested: Request to authorize payment to Sunbelt Rentals Inc. for an outstanding invoice which is no longer covered by the renewed Master Agreement (MA-BN1605). This is a one time payment.

Contract Number: CCT-2018-00005498 Contract Term: To

Background: The Convention and Event Services department requires various pieces of heavy equipment, in this case heavy lifts, to complete needed work at the convention facility. The department had been making use of Master Agreement (MA-BJ1405) to pay for these items. The MA expired in March 2017. The incurred expense was realized before the new MA (MA-BN1605) was awarded. Ultimately, the equipment was awarded to new vendors, requiring an AA to complete payment for the outstanding amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7821		3060		CCT-2018-00005498	\$125.60
TOTAL:							\$125.60

Project No:	Commodity Code: 98100	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 2/12/18 DATE

Approved as to form by City Attorney 2/22/18 DATE

By Assistant City Manager 2-14-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185336

EFFECTIVE DATE

2-14-18 by Av

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(C) of the City Code.
- f. Other (explain on attachment)

2018 FEB 23 AM 10:10

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: United Rentals Northwest Inc. Vendor No. 505304

Subject: Equipment Rental Department: Convention and Event Services

Action Requested: Request to authorize payment to United Rentals Northwest Inc. for an outstanding invoice which is no longer covered by the renewed Master Agreement (MA-BN1605). This is a one time payment.

Contract Number: CCT-2018-00005496 Contract Term: To

Background: The Convention and Event Services department requires various pieces of heavy equipment, in this case heavy lifts, to complete needed work at the convention facility. The department had been making use of Master Agreement (MA-BJ1405) to pay for these items. The MA expired in March 2017. The incurred expense was realized before the new MA (MA-BN1605) was awarded. Ultimately, the equipment was awarded to new vendors, requiring an AA to complete payment for the outstanding amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7821		3060		CCT-2018-00005496	\$7,596.82
TOTAL:							\$7,596.82

Project No: Commodity Code: 98100 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.

Janita Ortiz 2/14/18
By Department Director DATE

[Signature] 2/22/18
Approved as to form by City Attorney DATE

[Signature] 2-14-18
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

185337

EFFECTIVE DATE

2-14-18 by AV

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(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
FEB 23 AM 10:30
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: HercRentals Inc. Vendor No. 146874

Subject: Equipment Rental Department: Convetion and Event Services

Action Requested: Request to authorize payment to HercRentals for an outstanding invoice which is no longer covered by the renewed Master Agreement (MA-BN1605). This is a one time payment.

Contract Number: CCT-2018-00005497 Contract Term: To

Background: The Convention and Event Services department requires various pieces of heavy equipment, in this case heavy lifts, to complete needed work at the convention facility. The department had been making use of Master Agreement (MA-BJ1405) to pay for these items. The MA expired in March 2017. The incurred expense was realized before the new MA (MA-BN1605) was awarded. Ultimately, the equipment was awarded to new vendors, requiring an AA to complete payment for the outstanding amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7821		3060		CCT-2018-00005497	\$8,539.55
TOTAL:							\$8,539.55

Project No: Commodity Code: 98100 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]* 2/12/18 DATE Approved as to form by City Attorney *[Signature]* 2/27/18 DATE

By Assistant City Manager *[Signature]* 2-14-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185338

EFFECTIVE DATE

JAN 3 2018

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

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

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

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

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

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

Vendor Name: Plug and Pay Technologies, Inc Vendor No. VS000069694

Subject: Credit Card Processing Department: Park and Recreation Department

Action Requested: Authorize a master agreement for \$9474.72 for Plug and Play Technologies. The vendor will provide a monthly credit card processing service. Contact: Sohey Forouzani 214-243-2133

Contract Number: PKR-2017-00003133 Contract Term: 10/1/2017 To 9/30/2018

Background: On April 13, 2011, Council Resolution #110909 was approved to purchase RecTrac, recreation /facility management system, from Vermont Systems. As part of the transition to RecTrac a Credit Card Processing system is required in order to continue to use credit cards as a payment method. The selection was based on compatibility with the RecTrac system and its certification as a provider preferred by Bank of America. Plug'nPay bases its payment on the number of transactions at a cost of \$0.075 per transaction.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2017-00003133	\$9,474.72
TOTAL:							\$9,474.72

Project No: Commodity Code: 92000 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
	\$	\$	\$	\$	

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

[Signature] 1-03-18 *[Signature]* 1/24/18
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] *[Signature]*
 Robert Abtahi, President By Assistant City Manager
 ORIGINAL - City Secretary DATE 1-31-18
 Park and Recreation Board REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185339

EFFECTIVE DATE

2/20/18 TS

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) Request for execution of DHAP Homebuyer Written Agreements

2/20/18 2:23 PM

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: Tony Sewell Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10608 Contract Term: To

Background: Ms. Sewell was approved for \$22,540.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

By Department Director 2/2/2018 DATE

Approved as to form by City Attorney 2/23/18 DATE

By Assistant City Manager 2/20/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185340

EFFECTIVE DATE

2/20/18 TS

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) Request for execution of DHAP Homebuyer Written Agreements

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: Charla Walker Vendor No. n/a
 Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)
 Contract Number: 10611 Contract Term: To

Background: Ms. Walker was approved for \$14,250.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No:	n/a	Commodity Code:	n/a	Financing:	n/a	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

By Department Director: Paul 2/2/2018 DATE
 Approved as to form by City Attorney: Muffe 2/23/18 DATE
 By Assistant City Manager: Racquel 2/20/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185341

EFFECTIVE DATE

2/20/18

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) Request for execution of DHAP Homebuyer Written Agreements

FEB 23 11:00 AM

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: Kenyetta Stewart Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10610 Contract Term: To

Background: Ms. Stewart was approved for \$32,179.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
<input checked="" type="checkbox"/>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

[Signature] 2/2/2018
By Department Director DATE

[Signature] 2/23/18
Approved as to form by City Attorney DATE

[Signature] 2/2/18
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

185342

EFFECTIVE DATE

8-21-17

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

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

2017 FEB 23 PM 4:11

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:	NRG Conservation Inc dba Energy Experts	Vendor No.	VS95261
Subject:	Deep Ellum lighting project	Department:	DPD

Action Requested: Authorize services with vendor for lighting upgrades for five City owned parking lots

Contract Number:	DPD-2017-00002707	Contract Term:	9/1/2017	To	8/30/2018
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Background: This project will provide for enhanced lighting by upgrading 5 parking lots with LED lighting. The enhanced lighting will allow for higher visibility in these areas and increase the public's awareness and safety.

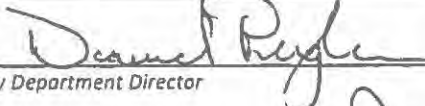
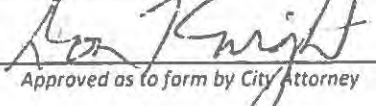
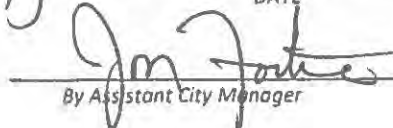
	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	DPD	2181		3099		MASC DPD-2017-00002707	\$40,750.00
	TOTAL:							\$40,750.00

Project No:		Commodity Code:	28555	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	8-14-17 DATE	 Approved as to form by City Attorney	9-1-17 DATE
 By Assistant City Manager	8-21-17 DATE		



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185343

EFFECTIVE DATE

02/08/2018 *hsw*

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 23 PM 4:14

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:	Torres Hazley Enterprise LLC	Vendor No.	VC13854
Subject:	Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway	Department:	Trinity Watershed Management

Action Requested:	Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.		
Contract Number:	TWM-2017-00003790	Contract Term:	1/22/2018 To 1/21/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ ¹⁵⁵⁵¹³ dated ~~February 6~~ ^{January 22}, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.


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


Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155513	1/22/2015	\$46,800.00 ³¹⁸	\$0.00	\$0.00	0.00%	

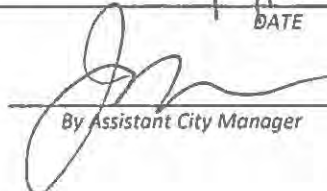
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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.

 2/8/18
 By Department Director DATE

 2/23/2018
 Approved as to form by City Attorney DATE

 2.8.18
 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

185344

EFFECTIVE DATE

02/08/2018 *PK*

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)

2018 FEB 23 PM

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:	Bounce Entertainment	Vendor No.	VC14160
Subject:	Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway	Department:	Trinity Watershed Management

Action Requested:	Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.		
Contract Number:	TWM-2017-00003790	Contract Term:	4/7/2018 To 4/06/2019

155797 2 April 7, 2015
 Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ dated ~~February 6, 2015~~, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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
1	155797	4/7/2015	<i>34,320.00</i>	\$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.

[Signature] 2/8/18 DATE
 By Department Director

[Signature] 2-23-2018 DATE
 Approved as to form by City Attorney

[Signature] 2.8.18 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

185345

EFFECTIVE DATE

02/08/2018 *ASD*

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

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

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

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

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

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

Vendor Name: Salvador Urena dba Alpha Midway Dance Studio Vendor No. VC16830

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-00003790 Contract Term: 3/24/2018 To 3/23/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ ¹⁷⁵⁷⁷⁵ dated ~~February 6, 2016~~ ^{March 24, 2017}, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	175775	3/24/2017	\$4,200.00	\$0.00	\$0.00	0.00%	

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

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

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

[Signature]
By Department Director

2/8/18
DATE

[Signature] 02/23/2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

2-8-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185346

EFFECTIVE DATE

02/08/2018 *AK*

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

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

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: Animal Edutainment, Inc. Vendor No. 358348

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-00003790 Contract Term: 4/7/2018 To 4/6/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~455472~~ ¹⁵⁵⁷⁹¹ dated ~~February 6,~~ ^{April 7} 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No: BMZ1430 Commodity Code: 96205 Financing: No Cost Consideration to the 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
1	155791	4/7/2015	34,030.00 ⁰	\$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.

SB
By Department Director

2/8/18
DATE

AK
Approved as to form by City Attorney
2/23/2018
DATE

JM
By Assistant City Manager
2-8-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185347

EFFECTIVE DATE

02/08/2018 *AK*

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

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

FEB 23 PM 4:53

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: Kayak Instruction Foundation, Inc. Vendor No. VS0000083551

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-00003790 Contract Term: 2/6/2018 To 2/5/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ ¹⁵⁵⁴⁷³ dated February 6, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155473	2/6/2015	\$0.00 ^{\$9,600.00}	\$0.00	\$0.00	0.00%	

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

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

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

By Department Director *[Signature]* 2/8/18 DATE Approved as to form by City Attorney *[Signature]* 02/23/2018 DATE

By Assistant City Manager *[Signature]* 2-8-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185348

EFFECTIVE DATE

02/08/2018 *BM*

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)

2018 FEB 26 AM 11:11
CITY OF DALLAS
ADMINISTRATIVE ACTION

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:	Susan O. Campbell, dba Science Safari	Vendor No.	341100
Subject:	Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway	Department:	Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number:	TWM-2017-00003790 <i>Jan</i>	Contract Term:	1/13/2018 To 1/12/2019
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Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ ¹⁵⁵³⁹⁰ dated ~~February 6~~ ^{January 13}, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155390	1/13/2015	\$44,196.00	\$0.00	\$0.00	0.00%	

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

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

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

<p><i>[Signature]</i> By Department Director</p>	<p>2/8/18 DATE</p>	<p><i>[Signature]</i> Approved as to form by City Attorney</p>	<p>2-23-2018 DATE</p>
<p><i>[Signature]</i> By Assistant City Manager</p>	<p>2-8-18 DATE</p>		



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185349

EFFECTIVE DATE

02/08/2018

FEB 26 AM 8:25
CITY OF DALLAS
TRINITY WATERSHED MGMT

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

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

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

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

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

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

Vendor Name: Little Picasso's, dba KidzArt Dallas Vendor No. VS86151

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-00003790 Contract Term: 1/22/2018 To 01/21/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~455472~~ ¹⁵⁵⁵¹⁴ dated ~~February 6,~~ ^{January 22} 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155514	1/22/2015	540,500.00 \$0.00	\$0.00	\$0.00	0.00%	

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

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

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

By Department Director [Signature] 2/8/18 DATE

Approved as to form by City Attorney [Signature] 02/23/2018 DATE

By Assistant City Manager [Signature] 2.8.18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185350

EFFECTIVE DATE

02/08/2018 *BA*

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)

2018 FEB 28
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: Camp Gladiator, ~~LLC~~ **INC.** Vendor No. VC13414
 Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.
 Contract Number: TWM-2017-00003790 Contract Term: 4/7/2018 To 4/6/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ **155789** dated ~~February 6~~ **April 7**, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155789	4/7/2015	\$19,440.00	\$0.00	\$0.00	0.00%	

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

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

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

By Department Director *[Signature]* 2/8/18 DATE Approved as to form by City Attorney *[Signature]* 2-23-20 DATE
 By Assistant City Manager *[Signature]* 2-8-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185351

EFFECTIVE DATE

02/08/2018 *ba*

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)

2110 FEB 26 AM 10:00

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: Arthur Vasquez Vendor No. VC14234

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-06908790 Contract Term: 5/1/2018 To 4/30/2019

Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. ~~155472~~ ¹⁵⁵⁹⁴¹ dated ~~February 6,~~ ^{May 1} 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155941	5/1/2015	960.00 ⁵²⁴ 50.00	\$0.00	\$0.00	0.00%	

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	<input checked="" type="checkbox"/> \$	\$	\$	\$	

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

[Signature]

By Department Director

2/8/18

DATE

[Signature] 2-23-2018

Approved as to form by City Attorney

DATE

[Signature]

By Assistant City Manager

2-8-18

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185352

EFFECTIVE DATE

02/08/2018

RECEIVED FEB 26 AM 8:25

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(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:	One of A Kind Pony Party	Vendor No.	VC13966
Subject:	Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway	Department:	Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number:	TWM-2017-00003790	Contract Term:	2/6/2018	To	2/5/2019
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Background: This action will extend the current contract for educational/entertainment services, authorized by Administrative Action No. 185352 dated February 6, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155472	2/6/2015	\$1,200.00	\$0.00	\$0.00	0.00%	

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

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

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

By Department Director *[Signature]* 2/3/18 DATE

Approved as to form by City Attorney *[Signature]* 2/23/2018 DATE

By Assistant City Manager *[Signature]* 2-2-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185353

EFFECTIVE DATE

02/08/2018 *me*

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)

2018 FEB 26 AM 8

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: Artist Boot Camp, LLC Vendor No. VC14076

Subject: Instructors/Entertainers Ronald Kirk Bridge and Felix H. Lozado, Sr. Gateway Department: Trinity Watershed Management

Action Requested: Authorize Supplemental Agreement No. 1 to extend the current contract for an additional one (1) year.

Contract Number: TWM-2017-00003790 Contract Term: 3/16/2018 To 3/15/2019

Background: This action will extend ^{by 155665 on March 16} the current contract for educational/entertainment services, authorized by Administrative Action No. ~~455472~~ dated ~~February 6~~, 2015, for an additional one (1) year. TWM is currently working on a master agreement contract for these services.

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

Project No:	BMZ1430	Commodity Code:	96205	Financing:	No Cost Consideration to the 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	
1	155665	3/16/2015	\$31,200.00	\$0.00	\$0.00	0.00%	

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

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

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

[Signature] 2/8/18 DATE
By Department Director

[Signature] 02/23/2018 DATE
Approved as to form by City Attorney

[Signature] 2-8-18 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

185354

EFFECTIVE DATE

2/14/18 *YSL*

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

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

CITY OF DALLAS
RECEIVED 26

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: TAMITHA CUIREL Vendor No. VS94326

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall create a short film about the history of the community of Pleasant Grove to create a portrait of the neighborhood with its strengths and weaknesses and showcase the area's culturally diverse population. Consultant will partner with local Dallas filmmakers Christian Vasquez and Richard Bailey. After filming, the consultant will hold 4 screenings of the film through the months of July and September 2018. Locations are all within the Pleasant Grove area and include: El Palote restaurant, Rodriguez restaurant, Pleasant Grove Library, and Spruce High School.

Contract Number: OCA-2018-00005337 Contract Term: 02/15/2018 To 09/30/2018

Background: TAMITHA CUIREL 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 \$7,500.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$1,875.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, one (1) payment of 50% or \$3,750.00 of the total awarded amount upon completion of deliverables two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$1,875.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4888		3089	CVP	MASC OCA-2018-00005337	\$7,500.00
TOTAL:							\$7,500.00

Project No: Commodity Code: 96207 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.

Jennifer S. [Signature] 2/8/18
By Department Director DATE

[Signature] 2/23/18
Approved as to form by City Attorney DATE

[Signature] 2-14-18
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

185355

EFFECTIVE DATE

2/14/18

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

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

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

3. Is this expenditure related to a construction project?

Yes No

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

Yes No

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

Yes No

Vendor Name:	TAMITHA CURIEL	Vendor No.	VS94326
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Subject:	Professional Services	Department:	Office of Cultural Affairs
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Action Requested: Consultant shall present a spoken word open mic series, "Pleasant Groove." The series will be a combination of open mic performances and workshops. Poets, writers, rappers, spoken word artists, and story-tellers will have a chance to share unique perspectives and engender the creative spirit in the neighborhood. Open mics will occur once a month from January to September 2018 with 2 separate workshops being held separately at Pleasant Grove Library and Prairie Creek Library.

Contract Number:	OCA-2018-00005107	Contract Term:	02/15/2018	To	09/30/2018
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Background: TAMITHA CURIEL 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 \$6,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$1,500.00 of the total awarded amount upon completion of deliverables one and receipt of the consultant's first invoice, one (1) payment of 50% or \$3,000.00 of the total awarded amount upon completion of deliverables two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$1,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPP-SP	MASC OCA-2018-00005107	\$6,000.00
TOTAL:							\$6,000.00

Project No:	Commodity Code:	96207	Financing:	Current Funding
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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: 2/14/18

Approved as to form by City Attorney
DATE: 2/23/18

By Assistant City Manager
DATE: 2-14-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

185356

EFFECTIVE DATE

2/6/18

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

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

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

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

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

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

Vendor Name: NRP Group Inc. Vendor No. 85370

Subject: Pilot Study (Non-Chemical Odor and Corrosion Control). Department: DWU/ Wastewater Collection Division

Action Requested: Authorize payment for the purpose of conducting a pilot study of a non-chemical odor and corrosion control product in a 90 inch wastewater main serving the Cadiz Pump Station.

Contract Number: DWU-2018-00005320 Contract Term: 5/1/2018 To 5/1/2019

Background: The Dallas Water Utilities Department currently uses ferrous sulphate and ferrous chloride to mitigate malodorous conditions and neutralize the corrosive atmosphere within the wastewater collection system. This pilot study will provide the department with an opportunity to evaluate the effectiveness of a non-chemical product related to odor and corrosion control through the reduction of the H2S.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0103	DWU	CS50		3097	7A1370		\$49,650.00
TOTAL:							\$49,650.00

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 2/1/18 DATE

Approved as to form by City Attorney - M. Doss 2/23/18 DATE

By Assistant City Manager 2/6/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185357

EFFECTIVE DATE

FEB 8 2018

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

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

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

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

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

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

Vendor Name: Overhead Door Company of Dallas Vendor No. 016285

Subject: Replace Bay Door Southwest Transfer Station Department: Equipment and Building Services (EBS)

Action Requested: Authorize payment of \$4,968.70 to Overhead Door Company for the emergency replacement of an overhead bay door at Southwest Transfer Station.

Contract Number: EBS-2018-00005298 Contract Term: 1/25/2018 To 4/24/2018

Background: A large bay door at Southwest Transfer Station was damaged by a Sanitation Brush Truck and the building could not be safely secured. Overhead Door Company was called out to perform an emergency door replacement to prevent health and safety concerns.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	EBS	3062		3210		EBS-2018-00005298	\$4,968.70
TOTAL:							\$4,968.70

Project No: _____ Commodity Code: 91055 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: 2/6/2018

Approved as to form by City Attorney: [Signature] DATE: 2/23/2018

By Assistant City Manager: [Signature] DATE: 2-8-18



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185358

EFFECTIVE DATE

FEB 22 2018

CITY OF DALLAS
 2018 FEB 26 AM 9:33
 RECEIVED

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

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

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

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

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

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

Vendor Name: Ntarupt Vendor No. VS96632

Subject: Ntarupt Parent Workshops Department: Library

Action Requested: Authorization to sign MOU provided by the North Texas Alliance to Reduce Unintended Pregnancy in Teens to provide free workshops for teens and parents at scheduled library branch locations.

Contract Number: LIB-2018-00005129 Contract Term: 1/1/2018 To 6/30/2018

Background: Project Ntarupt is funded by the United States Department of Health and Human Services Office of Adolescent Health to replicate evidence-based teen pregnancy prevention programs to scale in communities with the greatest need. The program covers persons in zip codes 75203, 75212, 75215, 75216, 75220, and high teen birth rate zip codes, and special populations. Project Ntarupt will use Library facilities to provide these programs to citizens.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							\$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.

Mr. Gudea
 By Department Director

02.13.18
 DATE

[Signature]
 Approved as to form by City Attorney

2/26/2018
 DATE

[Signature]
 By Assistant City Manager

2/22/18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185359

EFFECTIVE DATE

FEB 20 2018

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)

21 FEB 27 AM

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: SEL Corporate Enterprises, Inc. dba DFW Hightech Signs Vendor No. VS96985

Subject: Recycling Outreach Department: Sanitation Services

Action Requested: Authorize a service contract with DFW HighTech Signs for printing, installation and removal of educational recycling banners from March 1, 2018 through March 31, 2019 for \$10,110.00.

Contract Number: SAN-2017-00003937 Contract Term: March 1, 2018 To March 31, 2019

Background: This campaign aims to educate and raise awareness about recycling throughout the City of Dallas by placing vibrant and educational banners onto light poles in high traffic areas throughout Dallas. There will be 16 total banners printed, that will be placed onto 8 light poles (2 per each pole). The banners will be printed by DFW HighTech Signs, who will also install and remove the same banners 6 separate times for the 6 different locations designated by Dallas Zero Waste, throughout 2018-2019. The banners will be 30 by 100 inches and constructed of weather-resistant and durable fabrics for outdoor display. The light pole banners will give exposure to the recycling message to people driving or walking by on the street, helping raise awareness for residents who may not generally be exposed to conventional outreach methods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3599		3320		SAN-2017-00003937	10,110.00
TOTAL:							\$10,110.00

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

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

185360

EFFECTIVE DATE

2/22/18 v.v.

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) Discretionary Service Agreement

2018 FEB 27 AM 9:00

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: Oncor Electric Delivery Company LLC. Vendor No. 3991819

Subject: Loop 12 Paving Improvements Department: Trinity Watershed Management

Action Requested: Authorize an agreement with Oncor Electric Delivery Company LLC. to relocate two (2) power poles south of Loop 12 just east of Pemberton Hill Road as needed for the construction of the bus drop-off lane of the subject project.

Contract Number: TWM-2018-00005471 Contract Term: 2/22/2018 To 3/26/2018

Background: The subject project is part of the infrastructure improvements outlined in the lease agreement between the City and the Company of Trinity Forest Golfers, Inc. The improvements to Loop 12 are needed to support public safety for special events at the adjacent Trinity Forest Golf Club. The bus drop-off lane south of Loop 12 is currently under construction. In order to ensure drainage south of the bus drop-off lane, additional grading is needed which requires relocating two (2) power poles by Oncor Electric Delivery Company LLC. This relocation by Oncor will be completed at no cost to the City.

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

Project No: PBSWM007 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
	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.

HA 1/27 JA 2/22

By Department Director

2/22/18 DATE

Approved as to form by City Attorney

2-26-18 DATE

By Assistant City Manager

2-22-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185361

EFFECTIVE DATE

DEC 22 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)

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:	Triad Marine & Industrial	Vendor No.	357118
Subject:	Swift Water Boat repairs	Department:	Dallas Fire-Rescue

Action Requested:	Authorize repair service and invoice payment for boat repairs.		
Contract Number:	DFD-2018-00005015	Contract Term:	To

Background: Dallas Fire Rescue provides water emergency response throughout the City of Dallas. Triad Marine & Industrial Supply, Inc. is the sole contracted and authorized Military and Professional Dealer and Service Facility in the State of Texas. All inquiries for purchase, warranty and service for the State of Texas will be processed through Triad Marine; as they are the only Zodiac MilPro dealer contractually authorized to do sales, service and warranty work within the entire State of Texas.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	HS04	DF01	3110			\$4,893.06
TOTAL:							\$4,893.06

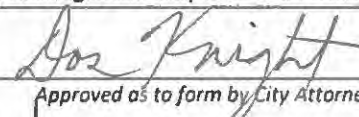
Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

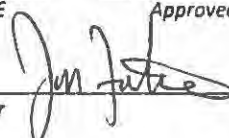
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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: 12/21/17

Approved as to form by City Attorney:  DATE: 1/4/2018

By Assistant City Manager:  DATE: 12-22-17



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185362

EFFECTIVE DATE

FEB 22 2018

RECEIVED
FEB 27 PM 4:24

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

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

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

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

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

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

Vendor Name: Jesus Evelio Flores Vendor No. VS0000018327
 Subject: Cultural Contracts Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Jesus Evelio Flores for the following cultural service: teach eight (8) Aztec dance classes with a focus on the historical importance of indigenous culture of Meso America. Classes will from 5 to 7 pm on the following dates in February and March 2018: 2/20, 2/22, 2/27, 3/1, 3/6, 3/8, 3/13, and 3/15

Contract Number: OCA-2018-00005443 Contract Term: 2/20/2018 To 3/15/2018

Background: Jesus Evelio Flores is a Dallas-based Latinx dance professional who specializes in Aztec and folklorico dance genres. The fee for this service will not exceed \$1,600.00. Consultant understands that the City of Dallas will pay Consultant in one (1) payment of \$1,600.00 upon receipt of Consultant's upon completion of services and in accordance with the terms of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4805		3089		OCA-2018-00005443	\$1,600.00
TOTAL:							\$1,600.00

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: Jennifer Scurie 2/15/18 DATE
 Approved as to form by City Attorney: M. P. [Signature] 2/26/18 DATE
 By Assistant City Manager: [Signature] 2/22/18 DATE

185363



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

2/22/18 *[Signature]*

EFFECTIVE DATE

FEB 22 2018

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(C) of the City Code.
- f. Other (explain on attachment)

2018 FEB 27 PM 1:31

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 Vendor No. 500570

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall offer a series of 10 painting workshops that depict Dallas iconic symbols and locations. Workshops will help train attendees on the basic tools of painting while also providing them with an historic context and background of the locations/buildings that are being rendered. Workshops will include the painting of the Dallas Skyline, White Rock Lake, Texas Star Ferris wheel, Central Forest Theatre, Texas Theatre, Dallas Billboard Waterfall, and the Majestic Theater. Workshops will take place from February through May 2018.

Contract Number: OCA-2018-00005339 Contract Term: 03/01/2018 To 06/30/2018

Background: VET 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 \$7,500.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,750.00 of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$3,750.00, 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 final invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	OCA	4888		3089	CVP	MASC OCA-2018-00005339	\$7,500.00
	TOTAL:							\$7,500.00

Project No: Commodity Code: 96207 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.

[Signature] 2/15/18
By Department Director DATE

[Signature] 2/22/18
By Assistant City Manager DATE

[Signature] 2/22/18
Approved as to form by City Attorney DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185364

EFFECTIVE DATE

2/22/2018 TS

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) Request for execution of DHAP Homebuyer Written Agreements

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: David Pomleaf Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10617 Contract Term: To

Background: Mr. Pomleaf was approved for \$15,197.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

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

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

[Signature]
By Department Director

2/22/2018
DATE

[Signature]
Approved as to form by City Attorney

2/27/18
[Signature]
DATE

[Signature]
By Assistant City Manager

2/22/2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

185365

EFFECTIVE DATE

2/22/2018 TS

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) Request for execution of DHAP Homebuyer Written Agreements

2018 FEB 28 AM 10:00

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: Beverly F. Rogers Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10607 Contract Term: To

Background: Ms. Rogers was approved for \$32,417.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							


Project No: n/a Commodity Code: n/a Financing: n/a

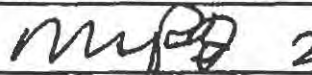
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

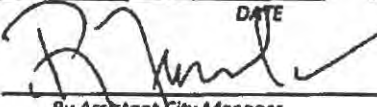
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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

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

 2/22/2018
 By Department Director DATE

 2/28/18
 Approved as to form by City Attorney DATE

 2/22/2018
 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

185366

EFFECTIVE DATE

2/23/18 SJC

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) No-cost extension for grant contract

2018 FEB 28 PM 4:25
 RECEIVED
 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: Metroplex Economic Development Corporation dba T.O.R.I. Vendor No. VS0000063630

Subject: Reentry Pilot Program Department: MGT - OSPGA

Action Requested: This action will authorize a no-cost extension to the contract between the City of Dallas and Metroplex Economic Development Corporation dba T.O.R.I. for the purpose of a Prisoner Reentry Program.

POH-2017-0000 1044

Contract Number: ~~8021011~~ Contract TOR: Contract Term: 8/10/2016 To 3/31/2018

Background: City Council Resolution #16-1252 provided Metroplex Economic Development Corporation dba T.O.R.I. a \$535,560 contract to provide a pilot program of prisoner reentry services through TDCJ. AA #17-6369 extended the grant to February 28, 2018. A current balance of \$87,576.53 remains. TDCJ's attached letter allows the City to extend the contract until funds are expended by late March 2018.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
S297	MGT	1944	N/A	3099	N/A	STATE REENTRY 16-17	\$0.00
TOTAL:							\$0.00

Project No: N/A Commodity Code: N/A Financing: Texas Department of Criminal Justice Grant 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	16-1252	8/10/2016	\$535,560.00	\$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.

B. Wil 2-22-18 *MSP* 2/20/18
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] 2/23/18
 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

185367

EFFECTIVE DATE

2/27/2018 AT

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
 2018 FEB 28 PM 1:15
 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: Corporation for Supportive Housing Vendor No. VS0000017022
 Subject: Dallas Area Partnership to End Homelessness Department: Office of Homeless Solutions

Action Requested: Approval of Supplemental Agreement No. 1 to increase contract amount by \$21,000 for a total of \$50,000, extend contract term to end September 30, 2018, and amend Exhibit A Scope of Work to add four more in-person meetings with the Dallas Area Partnership to End Homelessness (DAP) and development of a three-year homeless response action plan.
 Contract Number: HOU-2017-00002746 Contract Term: 9/1/2017 To 9/30/2018

Background: On April 12, 2017, Dallas City Council authorized the DAP and Citizen Homeless Commission. Corporation for Supportive Housing will provide professional services to new bodies. As per Administrative Action 17-6756, effective September 28, 2017, the City entered into a contract for services in the amount of \$29,000.00 and for a term of 9/1/2017 to 2/28/2018.


FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	4289		3070		MASSC4289CSH2017	\$21,000.00
TOTAL:							\$21,000.00

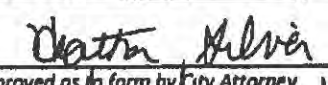
Project No: _____ Commodity Code: _____ Financing: _____
 Change Order No. Original CR/AA No. Original CR/AA Date Original CR/AA Amount Total Previous Change Orders Change Amount Including this Order Total Change Order Percentage %


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.

 2/27/18
 By Department Director DATE

 2/27/18
 Approved as to form by City Attorney HS DATE

 2/27/2018
 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

185368

EFFECTIVE DATE

February 22, 2018

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

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- 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) services agreement with the State of Texas (sole source)

RECEIVED
CITY OF DALLAS
FEB 28 PM 3:19

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 Department of Information Resources	Vendor No.	345817
Subject:	Public Safety Interoperable Communications	Department:	Communication & Information Services

Action Requested: Authorize a service contract with the State of Texas Department of Information Resources to provide connection access to circuits for Public Safety Interoperable Communications (PSIC).

Contract Number:	DSV-2018-00005466	Contract Term:	4/1/2018	To	3/31/2023
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Background: PSIC is used to connect the DFW Airport Radio System with the City's radio system. This connection enables the Communications Overlay Network for North Central Texas (CONNCT) radio system to transmit in Dallas, Denton, Collin, and Tarrant Counties in the event of a disaster or widespread event to allow multi-agency incident coordination.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0197	DSV	1812		3053		MASC DSV-2018-00005466	\$20,643.60
TOTAL:							\$20,643.60

Project No:	NA	Commodity Code:	92804	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
Feb 8, 2018
By Department Director DATE

Don Knight
Feb 21, 2018
Approved as to form by City Attorney DATE

Jody Puckett
Feb 22, 2018
By Assistant City Manager DATE

Feb 22, 2018
DATE

185369

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing</p>	ADMINISTRATIVE ACTION
		185369
		EFFECTIVE DATE
		FEB 2 2018

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)

2018 FEB 28 PM 2:00
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: HercRentals Vendor No. 146874

Subject: Jib Assembly Department: Convention and Event Services

Action Requested: Authorize payment to Herc Rentals for emergency Services to remove a boom lift stuck in Elevator #9

Contract Number: CCT-2018-00005363 Contract Term: 1/24/2018 To 2/24/2018

Background: In December 2017, a 30ft. boomlift was stuck in elevator #9. Making it impossible for the department to utilize the elevator #9 which was needed for the O'Reilly Managers Event that was utilizing the D Ballrooms. Herc Rental was called to dismantle and remove the boomlift from the elevator.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0080	CCT	7822		3110		CCT-2018-00005363	\$681.87
TOTAL:							\$681.87


Project No: Commodity Code: 91013 Financing:

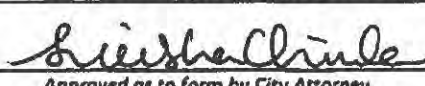
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%


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.

 1/31/18
 By Department Director DATE

 2/13/18
 Approved as to form by City Attorney DATE

 2-2-18
 By Assistant City Manager DATE