



City of Dallas

**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

250781
RECEIVED

2025 JUN -2 PM 4: 43

CITY SECRETARY
DALLAS, TEXAS

03/30/2025

Preston Arnett
GTS Technology Solutions, Inc
9211 Waterford Centre Blvd,
Austin, TX 78758
ar@gts-ts.com

RE: Temporary Information Technology Staffing ITSAC ID/IQ

Dear Preston,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 09/30/2025 . The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 03/31/2026 , or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 04/10/2025

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

LaShawn Williams
LaShawn Williams (Apr 14, 2025 16:19 CDT)

Apr 14, 2025

Authorized Signature	Date
LaShawn Williams	Accounts Receivable & Collections Accountant
Name	Title

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

Thank you,

Ifeanyi Anene
Contract Manager
Office of Procurement
ifeanyistanley.anene@dallas.gov

Juanita Ortiz
Director, Office of Procurement Services

Danzell Simpson

Director, *Tanisha Perry*

Assistant City Manager/Chief

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



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER

250782

EFFECTIVE DATE

5/31/2025

INSTRUCTIONS

- Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.
- The cumulative total of all change orders must not exceed 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5 for additional information and routing.
- Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

VENDOR NAME:	North Rock Construction, LLC	VENDOR NUMBER:	VC20643
CONTRACT NAME:	Wheatland Park Football Complex	DEPARTMENT:	Park and Recreation
CONTRACT NUMBER:	PKR-2023-00021272	CONTRACT TERMS:	6/7/2023 to 7/7/2025

ACTION REQUESTED: Authorize Change Order #3, an increase in the construction contract with North Rock Construction, LLC in the amount of \$99,760.77, thereby increasing the contract from \$2,361,244.37 to \$2,461,005.14, and adding 30 working days.

BACKGROUND: This change order consists of the following: Adding 1,423 lf of 6 ft. galvanized chain link fence with 2 7/8" corner posts, 2 3/8" line posts, 1 5/8" top and brace rail, 6 ga bottom tension wire and 9 ga core 6" finish mesh, adding three 12 ft wide double gates, ingress and egress for fence (includes removal of damaged sod, grading and installation of new sod. Re-installation of existing park sign is also included thereby increasing the construction contract amount by \$99,760.77 and extending the contract by an additional 30 working days.

FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1Y00	PKR	YB14	ATFC	4599	PK24YB14	CX PKR-2023-00021272	\$99,760.77
							\$
							\$
PROGRAM NO.:		PK24YB14	FINANCING:		2024 Bond Fund Park and Recreation Facilities (B)		TOTAL: \$99,760.77

CHANGE ORDER DATA:	Change Order No. 3	Original CR/AA No.: 23-0495	Original CR/AA Date: 6/7/2023	Original CR/AA Amount: \$ 2,261,939.47
	Total of Previous Change Orders: \$ 99,304.90	Previous Total Amount: \$ 2,361,244.37		
	Change Amount Including this Order: \$ 99,760.77	Total Amount Including this Order: \$ 2,461,005.14	Total Change Order Percentage: 4.22 %	

APPROVAL

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

By Department Director John Jenkins (Jun 2, 2025 07:07 CDT) Date **05/31/2025**

By Park and Recreation Board President, Arun Agarwal Arun Agarwal (Jun 2, 2025 19:12 CDT) **6/2/2025**

By Park and Recreation Board Secretary, Christina Sanchez (Jun 3, 2025 07:47 CDT) **6/3/2025**

2025 JUN -1 PM 3:11
 CITY SECRETARY
 DALLAS, TEXAS
 RECEIVED



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

250783

RECEIVED

2025 JUN 10 PM 3:49

CITY SECRETARY
DALLAS, TEXAS

03/30/2025

Troy Weiman

Brainfuse, Inc.

271 Madison Ave. 3rd Fl

New York, NY 10016

tweiman@brainfuse.com

RE: Online tutoring, homework support, and adult education

Dear Troy

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 08/11/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 03/11/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 04/10/2025

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

Troy Weiman
Troy Weiman (Mar 31, 2025 16:14 GMT+2)

Mar 31, 2025

Name	Authorized Signature	Title	Date
Troy Weiman		Director of Accounts	

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

Thank you,

Ifeanyi Anene
Contract Manager
Office of Procurement
ifeanyistanley.anene@dallas.gov

Director, Office of Procurement Services

Director, Sean McGrew
Sean McGrew (May 13, 2025 16:38 CDT)

Assistant City Manager/Chief

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OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED 250784

2025 JUN 12 AM 9:16

CITY SECRETARY
DALLAS, TEXAS

04/01/2025

Marisela Montoya
Foundation Communities, Inc
3000 S IH-35, Suite 300
Austin, TX 78704
Marisela.Montoya @foundcom.org

RE: ARPA Free Tax Assistance Program

Dear Montoya,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 03/31/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 09/11/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 04/10/2025

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

Marisela Montoya
Marisela Montoya (Apr 8, 2025 10:02:01)

Apr 8, 2025

Name	Authorized Signature	Title	Date
Marisela Montoya		Chief Program Officer	

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

Ifeanyi Anene
Contract Manager
Office of Procurement
ifeanyistanley.anene@dallas.gov

Juanita Ortiz

Director, Office of Procurement Services

Dorell Simpson
Assistant City Manager/Chief

Director,

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RECEIVED 250785



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

SUN 13 AM 9:00

CITY SECRETARY
DALLAS, TEXAS

5/28/2025

TPG Pressure, Inc. dba Thompson Pipe Group
Kenneth D. Thompson
1003 MacArthur Blvd
Grand Prairie, TX 75050
ken@thompsonpipegroup.com
469-313-2554

RE: Large Diameter Concrete Water Pipes, Accessories & Emergency Repair Services

Dear Kenneth D. Thompson

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 10/25/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/25/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/3/2025

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

V. Felix
 Authorized Signature
 Name: *Vivian Felix*
 Title: *Project Coordinator*
 Date: *6/4/25*

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
 Director, Office of Procurement Services

Donzell Simpson
 Assistant City Manager/Chief

Director, *Sarah Standifer*
Sarah Standifer (Jun 6, 2025 13:02 CDT)

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OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

SUN 13 AM 9:01
CITY SECRETARY
DALLAS, TEXAS

5/28/2025

Magnit Quick, LLC DBA Quick Search

Katrina Adams

2365 Iron Point Road, Ste 270

Folsom, CA 95630

katrina.adams@magnitglobal.com

214-358-2880

RE: Background Screening Checks

Dear Katrina Adams

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 7/10/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 7/10/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/2/2025.

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

Katrina Adams
Katrina Adams (May 30, 2025 10:53 CDT)

05/30/2025

Authorized Signature

Date

Katrina Adams

Name

Title

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

Thank you,

Lara Haji-Avedikian

Senior Contract Compliance Administrator

Office of Procurement

lara.hajiavedikian@dallas.gov

214-671-9820

Juanita Ortiz

Director, Office of Procurement Services

Donyell Stinson

Assistant City Manager/Chief

Director, *Nina Arias*
Nina Arias (Jun 2, 2025 09:53 CDT)

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(Name and Tax ID number changes cannot be made online.)

RECEIVED 250787



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:01

CITY SECRETARY
DALLAS, TEXAS

5/29/2025

ACT Event Services Inc.
Chris Golightly
PO BOX 463
Addison, TX 75001
cgolightly@acteventservices.com

RE: Janitorial Services OCA

Dear Chris Golightly

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/26/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 1/21/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/4/2025.

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

[Signature] 05/29/2025

Authorized Signature	Date
chris golightly	05/29/2025
Name	Title
	SVP of Operations

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz

 Director, Office of Procurement Services

Director,
 Marlene Kuppe (May 30, 2025 11:39 CDT)

Danyel Stepan
 Assistant City Manager/Chief

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

RECEIVED 250788



OFFICE OF PROCUREMENT SERVICES JUN 13 AM 9:02
EXTENSION REQUEST LETTER

CITY SECRETARY
DALLAS, TEXAS

5/28/2025

CentralSquare Technologies, LLC.
Steve Castle
1000 Business Center Drive
Lake Mary FL 32746

RE: Lucy Enterprise Asset Management

Dear Steve Castle

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 9/15/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 9/15/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/3/2025.

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

Signed by: Steve Castle 5/29/2025

Steve Castle	Authorized Signature	Date
		Director, Renewals
Name		Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
Director, Office of Procurement Services

Donzell Lipson
Assistant City Manager/Chief

Director, Sarah Standifer
Sarah Standifer (Jun 2, 2025 11:15 CDT)

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City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:02

CITY SECRETARY
DALLAS, TEXAS

03/24/2025

Daniel Holguin

Member's Building Maintenance, LLC

2035 Royal Ln, Ste 285,

Dallas, TX 75229

ohkim@membersltd.com

RE: Janitorial Services – Dallas Love Field

Dear Daniel

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 04/22/2025 . The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/22/2025 , or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 03/30/2025

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

Odes H. Kim
Odes H. Kim (Mar 28, 2025 14:17 CDT)

Mar 28, 2025

Name	Authorized Signature	Title	Date
Odes H. Kim		President	Mar 28, 2025

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

Thank you,

Ifeanyi Anene
 Contract Manager
 Office of Procurement
 ifeanyistanley.anene@dallas.gov

Director, Office of Procurement Services

Director,
 Patrick Carreno (May 22, 2025 08:03 CDT)

Assistant City Manager/Chief

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

RECEIVED 250790



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:03

CITY SECRETARY
DALLAS, TEXAS

5/21/2025

Dallas Lite & Barricade

Jay Galler

2727 N Westmoreland Road

Dallas TX 75212

jay@dlbinc.net

817-715-3195

RE: Traffic Sign, Signs and Hardware

Dear Jay Galler

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 10/25/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 4/25/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/25/2025.

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

Robert Jay Galler

05/21/2025

Authorized Signature

Date

Jay Galler

Name

Title

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

Thank you,

Lara Haji-Avedikian

Senior Contract Compliance Administrator

Office of Procurement

lara.hajiavedikian@dallas.gov

214-671-9820

Juanita Ortiz
WJ

Director, Office of Procurement Services

Donzell Stinson

Assistant City Manager/Chief

Director, *Sarah Standifer*

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.
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City of Dallas

**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

RECEIVED

250791

2025 JUN 13 AM 9:04

CITY SECRETARY
DALLAS, TEXAS

5/13/2025

RAFTELIS FINANCIAL CONSULTANTS
Brittany Baporis
1031 S. Caldwell Street
Charlotte NC 28203
bbaporis@raftelis.com
980-500-8043

RE: Raftelis Maintenance and Support

Dear Brittany,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 11/15/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 11/15/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/21/2025.

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

Brittany Baporis 05/21/2025
Brittany Baporis (May 21, 2025 09:07 EDT)

Authorized Signature	Date
Brittany Baporis	Senior Consultant
Name	Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
Director, Office of Procurement Services

Sarah Standtfer
Director, Sarah Standtfer (May 21, 2025 13:09 CDT)

Donzell Lipson
Assistant City Manager/Chief

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

RECEIVED 250792



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

MAY 13 9:04 AM

CITY SECRETARY
DALLAS, TEXAS

5/6/2025

Vulcan, Inc
Todd Koniar
PO Box 1850
Foley, AL 36536
tkoniar@vulcaninc.com
888-846-2745

RE: Aluminum Sign Blanks

Dear Todd,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/22/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/22/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/12/2025.

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

Todd Koniar
Todd Koniar (May 9, 2025 14:07 CDT)

05/09/2025

Authorized Signature	Date
Todd Koniar	Vice President of Sales
Name	Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
Director, Office of Procurement Services

Director, Ghassan Khankarli

Danzell Lipson
Assistant City Manager/Chief

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RECEIVED 250793



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:19

CITY SECRETARY
DALLAS, TEXAS

4/15/2025

Environmental Improvements

Joey Brown

1183 Brittmoore Road Suite 100

Houston TX 77043

jbrown@ei2water.com

713-461-1111

RE: Parts & Accessories for Water & WW Existing Equipment

Dear Joey,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 4/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 4/28/2025.

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

Joey Brown

05/05/2025

Authorized Signature	Date
Joey Brown	Vice President
Name	Title

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

Thank you,

Lara Haji-Avedikian
 Senior Contract Compliance Administrator
 Office of Procurement
 lara.hajiavedikian@dallas.gov
 214-671-9820

Juanita Ortiz
 Director, Office of Procurement Services

Danzell Lipson

Director, Sarah Standifer
Sarah Standifer (May 14, 2025 14:13 CDT)

Assistant City Manager/Chief

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RECEIVED 250794



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:20

CITY SECRETARY
DALLAS, TEXAS

4/15/2025

Fin-Tek Corporation
MARY BURCK
6 LEO PLACE
WAYNE NJ 07470
MARY@FIN-TEK.COM
973-628-2988

RE: Parts & Accessories for Water & WW Existing Equipment

Dear Mary,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 4/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 4/28/2025.

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

[Signature] 04/23/2025

Authorized Signature	Date
mary finnegan	Vice President
Name	Title

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

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
Director, Office of Procurement Services

Danzell Gipson

Director, *Sarah Standifer* Assistant City Manager/Chief
Sarah Standifer (May 14, 2025 14:13 CDT)

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

RECEIVED 250795



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:20

CITY SECRETARY
DALLAS, TEXAS

4/15/2025

Hartwell Environmental Corporation
Heather Almond
5211 W Arkansas Lane
Arlington TX 76016
halmond@Hartwellenvom
817-459-0400

RE: Parts & Accessories for Water & WW Existing Equipment

Dear Heather,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 4/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 4/28/2025.

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

Heather Almond
Heather Almond (May 7, 2025 14:24 CDT)

05/07/2025

Authorized Signature	Date
Heather Almond	Admin
Name	Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz
 Director, Office of Procurement Services

Donzell Simpson

Director, Sarah Standifer
Sarah Standifer (May 14, 2025 14:13 CDT)

Assistant City Manager/Chief

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RECEIVED 250796



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:20

CITY SECRETARY
DALLAS, TEXAS

4/15/2025

Macaulay Controls Company
Ashley Kraemer
PO BOX 890231
Houston TX 77289
akraemer@macaulaycontrols.com
281 282 0100

RE: Parts & Accessories for Water & WW Existing Equipment

Dear Ashley,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 4/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 4/18/2025.

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

Ashley Kraemer

Apr 15, 2025

<small>Ashley Kraemer (Apr 15, 2025 11:06 CDT)</small>	Authorized Signature	Date
Ashley Kraemer	Accounting	
Name	Title	

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajavedikian@dallas.gov
214-671-9820

Juanita Ortiz

Director, Office of Procurement Services

Danyell Lipson
Assistant City Manager/Chief

Director, Sarah Standifer
Sarah Standifer (May 14, 2025 14:13 CDT)

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

RECEIVED 250797



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:22

CITY SECRETARY
DALLAS, TEXAS

4/15/2025

FCX Performance Inc dba Pierce Pump Company
Jason McNatt
9010 John W Carpenter Fwy
Dallas TX 75247
jmcnatt@piercepumpco.com
214-640-7547

RE: Parts & Accessories for Water & WW Existing Equipment

Dear Jason,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 4/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 4/18/2025.

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

Apr 17, 2025

Authorized Signature	Date
Travis Lee	Vice President - Sales
Name	Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajiavedikian@dallas.gov
214-671-9820

Juanita Ortiz

 Director, Office of Procurement Services

Danzell Lipson


Director, Sarah Standifer
 Sarah Standifer (May 14, 2025 14:13 CDT)

Assistant City Manager/Chief

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 9:41

CITY SECRETARY
DALLAS, TEXAS

5/16/2025

GSC ENTERPRISES, FIDELITY
Jeff Clemmons
130 Hillcrest Drive
Sulphur Springs, Texas, 75482
jclemmons@fidelityexpress.com
800-621-8030

RE: Payment Substation Service Contract

Dear Jeff Clemmons

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 8/1/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 8/1/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/20/2025.

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

Jeff Clemmons
Jeff Clemmons (My 29, 2025 14:59 CDT)

05/19/2025

Authorized Signature	Date
Jeff Clemmons	Biller Relations Manager
Name	Title

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

Thank you,

Nancy Enriquez
Senior Contract Compliance Administrator
Office of Procurement
nancy.enriquez@dallas.gov
214-671-5370

Quanita Ortiz
Director, Office of Procurement Services

Director, *Sarah Standifer*
Sarah Standifer (My 21, 2025 10:16 CDT)

Danyell Steppon
Assistant City Manager/Chief

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

RECEIVED 250799



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

2025 JUN 13 AM 11:50

CITY SECRETARY
DALLAS, TEXAS

8/26/2024

BEE SAFE SERVICES, INC

Robert Trujillo

PO BOX 835153

RICHARDSON TX 75083

robert@beesafeservices.com

972-960-7378

RE: Bee Safe Bee Removal

Dear Robert Trujillo

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 9/4/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 9/4/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 8/30/2024

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

Robert Trujillo
 Authorized Signature
 Robert Trujillo
 Name

9/24/2024
 Date
 Office Manager
 Title

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

Thank you,

Dennis Jones
 Senior Contract Compliance Administrator
 Office of Procurement
 dennis.jones@dallas.gov
 214-671-9623

Juanita Cruz
 Director, Office of Procurement Services

Director, *[Signature]*

Assistant City Manager/Chief

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

250873



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2025 JUN 18 AM 11:59

5/20/2025

CITY SECRETARY
DALLAS, TEXAS

CATHOLIC CHARITIES OF DALLAS, INC.
Jari Mema
9461 LBJ Freeway
Dallas, TX 75243
jmema@ccdallas.org
469-801-8181

RE: Food distribution and delivery programs.

Dear Jari

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 5/23/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 11/23/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/25/2025.

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

Jari Mema

05/21/2025

Authorized Signature	Date
Jari Mema	Chief Services Officer
Name	Title

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

Thank you,

Lara Haji-Avedikian
Senior Contract Compliance Administrator
Office of Procurement
lara.hajavedikian@dallas.gov
214-671-9820

Juanita Ortiz
 Director, Office of Procurement Services

Danyell Simpson

Director, *Jessica Galleghaw* (May 23, 2025 09:37 CDT)

Assistant City Manager/Chief

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES EXTENSION REQUEST LETTER

250874

RECEIVED

2025 JUN 18 PM 12: 14

CITY SECRETARY
DALLAS, TEXAS

6/2/2025

G Texas Custom Catering LLC

John Gilbert

10319 Finnell St.

Dallas, TX 75220

jgilbert@gtexas catering.com

214-850-0962

RE: F & B Services for Moody Performance Hall

Dear John Gilbert

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/15/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 6/14/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/6/2025

YES, I agree to extend this agreement.

NO, I decline to extend this agreement.

06/02/2025

John Gilbert
John Gilbert (Jun 2, 2025 11:58 CDT)

Authorized Signature	Date
John Gilbert	06/02/2025
Name	Title
	President

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

Thank you,

Nancy Enriquez

Senior Contract Compliance Administrator

Office of Procurement

nancy.enriquez@dallas.gov

214-671-5370

Juanita Ortiz

Director, Office of Procurement Services

Dorell Stepp

Assistant City Manager/Chief

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

250875



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2025 JUN 18 PM 3:59

5/15/2025

CITY SECRETARY
DALLAS, TEXAS

SERVICES OF HOPE ENTITIES, INC.

Daniel Prescott JR

6540 Victoria

Dallas, TX 75209

dbprescott@servicesofhope.org

214-276-0234

RE: Food distribution and delivery programs.

Dear Daniel

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 5/23/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 11/23/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 5/21/2025.

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

Daniel Prescott
Daniel Prescott (May 15, 2025 11:41 CDT)

05/15/25

Authorized Signature

Date

Daniel Prescott

CEO

Name

Title

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

Thank you,

Lara Haji-Avedikian

Senior Contract Compliance Administrator

Office of Procurement

lara.hajiavedikian@dallas.gov

214-671-9820

Juanita Ortiz
[Signature]

Director, Office of Procurement Services

Donyell Simpson
[Signature]

Assistant City Manager/Chief

Director, *[Signature]*
Jessica Galleshaw (May 23, 2025 09:37 CDT)

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

250876



**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

RECEIVED

2025 JUN 23 AM 8:48

03/30/2025

CITY SECRETARY
DALLAS, TEXAS

Mike Oltean

KE Industrial, LLC.

430 Aston Dr.

Sunnyvale, TX 75182

moltean@morleymoss.com

RE: Citywide Electrical Services

Dear Mike

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 06/22/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/22/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 04/10/2025.

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

Michael Oltean (Mar 30, 2025 10:33 CDT)

Mar 30, 2025

Michael Oltean	Authorized Signature	CEO	Date
Name			Title

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

Thank you,

Ifeanyi Anene
 Contract Manager
 Office of Procurement
 ifeanyistanley.anene@dallas.gov

Director, Office of Procurement Services

Director, John Jenkins (Jun 4, 2025 11:53 CDT)

Assistant City Manager/Chief

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

250877



City of Dallas

**OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER**

RECEIVED

2025 JUN 23 AM 9:08

6/9/2025

CITY SECRETARY
DALLAS, TEXAS

UMB Bank, N.A.

Brad Hounsel

PO BOX 414589

Kansas City, MO64141

brad.hounsel@umb.com

214-389-5948

RE: Paying Agent/Registrar Services

Dear Brad Hounsel

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 6/30/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 12/30/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/13/2025.

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

Brad Hounsel

06/10/2025

Authorized Signature

Date

Brad Hounsel

June 10, 2025

Name

Title

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

Thank you,

Lara Haji-Avedikian

Senior Contract Compliance Administrator

Office of Procurement

lara.hajiavedikian@dallas.gov

214-671-9820

Juanita Ortiz

Director, Office of Procurement Services

Danyell Lipson

Assistant City Manager/Chief

Director,

Jenny Kerzman

Jenny Kerzman (Jun 11, 2025 14:18 CDT)

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2025 JUN 23 AM 9: 35

5/28/2025

CITY SECRETARY
DALLAS, TEXAS

Kirby-Smith Machinery, Inc.

Chad Cox

8505 S. Central Expy

Dallas, TX 75241

ccox@kirby-smith.com

214-753-5320

RE: Heavy Equipment Prevention Maintenance Plan

Dear Chad Cox

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 11/12/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 5/12/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 6/4/2025

YES, I agree to extend this agreement.

NO, I decline to extend this agreement.

Chad Cox
Chad Cox (Jun 3, 2025 09:30 CDT)

06/03/2025

Authorized Signature
Chad Cox

Date
Sales and Operations Manager Dallas

Name

Title

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

Thank you,

Nancy Enriquez

Senior Contract Compliance Administrator

Office of Procurement

nancy.enriquez@dallas.gov

214-671-5370

Juana Ortiz

Director, Office of Procurement Services

Assistant City Manager/Chief

Director, *Hessia Klink*

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



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
250879
EFFECTIVE DATE
06/26/2025

INSTRUCTIONS

- Complete and submit this form for approval of a change order to a contract for Civil Works Project or Building Facility construction contract required by state law to be procured through competitive bid, competitive sealed proposal, or an alternative delivery method that increases or decreases the contract price by \$100,000 or less, provided that the original contract price may not be increased by more than 25 percent. Once the form has been approved, file with the City Secretary's office.
- The cumulative total of all change orders must not exceed 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5 for additional information and routing.
- Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 2025 JUN 27 AM 8:41
 SECRETARY
 OF THE CITY OF DALLAS, TEXAS

VENDOR NAME: HQS Construction, LLC	VENDOR NUMBER: VC22946
CONTRACT NAME: Elam Road SRTS Ped. Imp. Projects (CSJ 0918-47-326)	DEPARTMENT: TPW
CONTRACT NUMBER: TRN-2024-00025584	CONTRACT TERMS: 336 to 341

ACTION REQUESTED:	Authorize Change Order No. 1 for the adjustment in quantities and update to plan page 100A for in-field adjustments for work related to the utility box culvert and addition of five (5) working days to account for revised/additional work, for a total reduction in the contract amount of \$350.00 reducing the total contract from \$3,326,138.89 to \$3,325,788.89.
--------------------------	---

BACKGROUND:	<p>This change order consists of the following: Quantity adjustments are as follows: ITEM # / DESCRIPTION / UNIT / UNIT PRICE / QUANTITY / ITEM COST / NEW QUANTITY / NEW ITEM COST / OVERRUN/UNDERRUN: 464-6003 / RC PIPE (CL III)(18IN) / LF / \$175.00 / 38 / \$6,650.00 / 28 / \$4,900.00 = -\$1,750.00 464-6004 / RC PIPE (CL III)(21IN) / LF / \$200.00 / 8 / \$1,600.00 / 12 / \$2,400.00 = +\$800.00 464-6009 / RC PIPE (CL II)(42IN) / LF / \$900.00 / 16 / \$14,400.00 / 0.00 / \$0.00 = -\$14,400.00 7170 6003 / 12" WL (CUT & PLUG EXIST) / EA / \$15,000.00 / 0 / \$0.00 / 1 / \$15,000.00 = +\$15,000.00</p>
--------------------	--

FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		1V22	PBW	VA40	INGV	4599	TPF70219	TRN-2024-00025584
								\$
								\$
	PROGRAM NO.:		TPF70219	FINANCING:		Street and Transportation (A) Fund		TOTAL: \$ -350.00

CHANGE ORDER DATA:	Change Order No.: 1	Original CR/AA No.: 24-1562	Original CR/AA Date: 10-23-2024	Original CR/AA Amount: \$ 3,326,138.89	
	Total of Previous Change Orders: \$ 0.00		Previous Total Amount: \$ 3,326,138.89		
	Change Amount Including this Order: \$ -350.00		Total Amount Including this Order: \$ 3,325,788.89		Total Change Order Percentage: -0.01 %

APPROVAL

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

By Department Director

Ghassan Khankarli

Date

06/26/2025

250894



City of Dallas

OFFICE OF PROCUREMENT SERVICES RECEIVED
EXTENSION REQUEST LETTER

2025 JUN 27 AM 9:42

05/16/2025

CITY SECRETARY
DALLAS, TEXAS

Franklin Williams

TYLER TECHNOLOGIES, INC.,

P.O. BOX 203556

DALLAS TX 75320

franklin.williams@tylertech.com

RE: Open Data Portal Solution

Dear Franklin

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 07/31/2025. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 01/31/2026, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 05/20/2025.

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

Sam F Williams III
Sam F Williams III (May 16, 2025 11:05 PDT)

05/16/2025

Authorized Signature	Date
Sam F Williams III	President
Name	Title

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

Thank you,

Ifeanyi Anene
 Contract Manager
 Office of Procurement
 ifeanyistanley.anene@dallas.gov

Juanita Ortiz
 Director, Office of Procurement Services

Director, Tambra Duff

Carol Dupon
Assistant City Manager/Chief

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



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255811

EFFECTIVE DATE

5-29-2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Yes No

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

Yes No

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

Yes No

Supplier Name: International Cybernetics Company, LP Supplier No. VC33107

Subject: Pavement and Right of Way Data Acquisition in the City of Dallas: Adding Alleys to Data Collection Services

Lead Dept: Transportation and Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the Pavement Data Collection Services, with the addition of surveys/data collection for Alleys, in the amount of \$91,740.00. Supplemental Agreement No. 1 will increase Contract amount from \$799,307.00 to \$891,047.00. Contract term will be extended by 30 days, from 10/28/2025 to 11/26/2025.

Contract Number:	PBW-2024--00025853	Contract Term:	01/28/2025	to	11/26/2025
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Background: The current Contract, as approved in September, 2024, includes data collection for local streets and throughfares. In order to ascertain data which is even more reliable, staff recommends adding and including data collection services for alleys. The requested \$91,740 will cover over 80% of alleys. The remaining 20% has either been collected this year or will be collected using internal resources.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/apasscbl/search/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PBW	3026	PB33	3070		PBW- 2024-00025853	\$91,740.00	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$91,740.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	24-1386	09/25/2024	\$799,307.00	-	\$891,047.00	11.48%

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

Glasen Klankar

By Department Director

05/29/25

Date

Diana Gutknecht

Diana.Gutknecht (May 20, 2025 08:48 CDT)

Approved as to Form by City Attorney - DMG

Date


Don Restage

By City Manager

5/29/25

Date

RECEIVED
2025 JUN -2 AM 9:33
CITY SECRETARY
DALLAS, TEXAS

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	255812
		EFFECTIVE DATE
		05/28/2025

 2025 JUN -2 AM 9:13
 CITY SECRETARY
 DALLAS, TEXAS
 RECEIVED

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

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

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

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

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

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

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

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

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

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

Supplier Name:	1200.Aero, Inc	Supplier No.	VC0000033688
Subject:	Automated Operations Tracking and Weather System Subscription - DEA		
Lead Dept:	AVI		

Action Requested: Authorize contract for subscription services with the vendor for automated airport operations tracking and associated required equipment, monitoring, maintenance, and repairs used to service the needs for the Aviation Department's DEA facility. The items acquired will be used relation to Automated Tracking and weather-related updates. Bid was awarded via informal bid # IFS AVI B1800217. Service will be provided for 5 years. Amount not to exceed \$26,200.00

Contract Number:	AVI-2025-00026723	Contract Term:	05/29/25	to	05/28/30
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Background: AVI is seeking to access service for the vendor to provide subscription for automated airport operations tracking and associated required equipment, monitoring, maintenance, and repairs used to service the needs for the Aviation Department's DEA facility. The items acquired will be used relation to Automated Tracking and weather-related updates. Bid was awarded via informal bid # IFS AVI B1800217. Service will be provided for 5 years. Amount not to exceed \$26,200.00



HUB
 Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0130	AVI	7731		3440		MASC AVI-2025-00026723	\$26,200.00
	Financing: FY2025 Operating Fund							TOTAL:

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

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

 <u>Patrick Carrero (May 28, 2025 13:04 CDT)</u> By Department Director	<u>5/28/25</u> Date	 <u>Ashley Stockton (May 28, 2025 16:19 CDT)</u> Approved as to Form by City Attorney	<u>5/28/25</u> Date
--	------------------------	---	------------------------


5/28/25
 By City Manager



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255813

EFFECTIVE DATE

5-30-2025

RECEIVED
2025 JUN -2 AM 11
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Hope Encourage Love Protect Supplier No. VC21063

Subject: Contract Renewal

Lead Dept: Office of Community Care and Empowerment

Action Requested: Exercise the contract renewal option. Additionally, add a Request for Payment due date of 3-15-2026 and additional clause concerning the Martin Luther King, Jr. Day Parade theme selection process.

Contract Number: OCC-2023-0002240 Contract Term: 5-21-2025 to 5-22-2026

Background: H.E.L.P. has a successful track record in the City of Dallas. They have served at the Martin Luther King, Jr. Community Center since 2014 working with the staff as parade marshals, safety coordinators with many of the cultural events, planners and supporters. As the coordinator of the 2026 Martin Luther King Jr. Parade, they will provide the following services: marketing and promote the event, secure sponsors, and organize and manage all details of the event.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
001	MGT	4296		3099		-	\$100,000.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$100,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	24-0784	6-3-2024	100,000.00	\$0.00	\$200,000.00	50%

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

Jessica Galleghaw (May 30, 2025 11:28 CDT)
By Department Director

05/30/2025
Date

05/30/2025
Approved as to Form by City Attorney
Date

Liz Codillo-Pereria
By City Manager

05/30/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255814

EFFECTIVE DATE

May 27, 2025

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN -2 PM 1:19

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: General ElectroDynamics Corp Supplier No. VS0000036712

Subject: Commercial Motor Vehicle Scale Repair

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$6,415.00 to General ElectroDynamics Corp for motor vehicle scale repair.

Contract Number:	DPD-2025-00027521	Contract Term:	5/20/2025	to	5/19/2026
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Background: The portable scales allow for screening and direct enforcement of commercial vehicle weight limitations. The return to service repair cost must be completed prior to scale being calibrated.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2127		3110		DPD-2025-00027521	6,415.00
Financing: General Funds						TOTAL:	6,415.00

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

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

M.L.
Martin Riojas (May 27, 2025 09:11 CDT)
By Department Director

05/27/2025

Date
Dominique Artis
Dominique Artis (May 27, 2025 09:32 CDT)
By City Manager

Suzanne Kruppel
Suzanne Kruppel (Jun 2, 2025 11:09 CDT)

Approved as to Form by City Attorney SK

06/02/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255815

EFFECTIVE DATE

05/02/2025

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN -2 PM 1:20

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Racing Systems, Inc Supplier No. VC0000034274

Subject: Race Packages and Timing Services for Dallas Park and Recreation 5K and Fun Run

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$18,300.00 for Racing Systems, Inc. The vendor specializes in facilitating 5K races, and they will provide all services, materials, and metrics related to the Dallas Park and Recreation 5K race and fun run.
Contact: April Garcia: 214.670.1918

Contract Number: PKR-2025-00027695 Contract Term: NTP to 04/30/2026

Background: Race Systems is a full-turnkey race production and management company with the experience required help you produce sustainable, successful events. They manage your data, registration services, scoring and results publishing using state-of-the-art timing equipment and technology. They provide Digital Marketing, Social Media Marketing, Creative Content Production, and Website Design & Hosting to provide great customer experience and drive registrations.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071	N/A	3099		CX PKR-2025-00027695	\$18,300.00	
Financing:							TOTAL:	\$18,300.00

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

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

Crystal Ross
Crystal Ross (Apr 29, 2025 15:19 CDT)
By Department Director

04/29/2025
Date

Milton Henderson
Milton Henderson (May 30, 2025 13:56 CDT)
Approved as to Form by City Attorney

05/30/2025
Date

Oliver Ambajao

05/02/2025
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255816

EFFECTIVE DATE

05/28/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2025 JUN -2 PM 2:33
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

Supplier Name: Giles Engineering Associates, Inc. Supplier No. 350698

Subject: The Bottom Phase II - PBHOU001

Lead Dept: Transportation and Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Giles Engineering Associates, Inc. for The Bottom Phase II project, to extend the construction material testing services contract to September 30, 2025, with no scope change or additional cost to the City.

Contract Number: PBW-2022-00019995 Contract Term: 10/01/2022 to 09/30/2025

Background: On 11/13/2024, AA 24-1335 approved Change Order No. 3 to extend the construction services contract for The Bottom Phase II project to 09/30/2025. Since construction material testing services are still needed for this project, it is necessary to also extend the professional services contract with Giles Engineering Associates, Inc. through 09/30/2025 to provide the construction material testing services needed to complete this project. This action will extend the contract with Giles Associates, Inc. until 09/30/2025 to provide the construction material testing services needed to complete the construction of The Bottom Phase II Project.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Financing:							TOTAL: \$0.00
Contract Amendment Information:		Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action
		1	22-6376	09/28/2022	49,978.00	0.00	49,978.00
							Total Supp'l Agreement Percentage
							0

904E BB
SH

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

Ghassan Khankarli
By Department Director
05/24/25
Date

Molly P. Ward
Approved as to Form by City Attorney
06/02/2025
Date

Dan Rastogi
By City Manager
05/28/25
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255817

EFFECTIVE DATE

05-27-2025

248631. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -3 AM 8:55
CITY SECRETARY
DALLAS, TEXAS

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

Supplier Name: Annette's Day Care Center Too!, LLC Supplier No. VC21249

Subject: Supplemental Agreement #1 – ECOSTS Program

Lead Dept: Office of Community Care and Empowerment

Action Requested: Authorize Supplemental Agreement #1 to the contract with Annette's Day Care Center Too!, LLC increase the contract amount by \$5,575.00 from \$25,000.00 in a total amount not to exceed \$30,575.00 to allow this Provider funding to continue childcare services through the Early Childhood and Out of School Time Service (ECOSTS) Program.

Contract Number:	OCC-2024-00025816	Contract Term:	10/01/24	to	09/30/25
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Background: Annette's Day Care Center Too!, LLC is a childcare provider under the Early Childhood and Out-of-School Time Services (ECOSTS) Program. The ECOSTS program pays a portion of childcare expenses for working parents whose income fall in the low-moderate range of Community Development Block Grant eligibility.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD24	MGT	808K		3070		OCC-2024-00025816	\$5,575.00
						-	
						-	
Financing:						TOTAL:	\$5,575.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	24-1397	12-18-24	\$25,000.00	\$0.00	\$30,575.00	22.3%

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

Jessica Galleghaw (May 27, 2025 11:43 CDT)

05/27/2025

Stephen McFayden

06/02/2025

By Department Director

Date

Approved as to Form by City Attorney

SGM

Date

Liz Cedillo-Pereria

05/27/2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255818

EFFECTIVE DATE

05-27-2025

RECEIVED
25 JUN -3 AM 8:30
CITY SECRETARY
DALLAS, TEXAS

248631. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name:	N'Goyala Community Center, Inc. dba American Care Academy	Supplier No.	VSo000056574
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Subject: Supplemental Agreement #1 – ECOSTS Program

Lead Dept: OCCE

Action Requested: Authorize Supplemental Agreement #1 to the contract with N'Goyala Community Center, Inc. dba American Care Academy increase the contract amount by \$25,600 from \$50,000.00 in a total amount not to exceed \$75,600.00 to allow this Provider funding to continue childcare services through the Early Childhood and Out of School Time Service (ECOSTS) Program.

Contract Number:	OCC-2024-00025816	Contract Term:	10/01/24	to	09/30/25
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Background: N'Goyala Community Center, Inc. dba American Care Academy is a childcare provider under the Early Childhood and Out-of-School Time Services (ECOSTS) Program. The ECOSTS program pays a portion of childcare expenses for working parents whose income fall in the low-moderate range of Community Development Block Grant eligibility.

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

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

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		CD24	MGT	808K		3070		OCC-2024-00025816
							-	
							-	
	Financing:						TOTAL:	\$25,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	24-1397	12-18-24	\$50,000	\$25,600	\$75,600.00	51.2%

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

Jessica Galeshaw (May 27, 2025 11:47 CDT)
 By Department Director

05/27/2025
 Date

Stephen McFayden
 Approved as to Form by City Attorney SGM Date

Liz Cedillo-Pereria

05/27/2025
 Date

By City Manager Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255819

EFFECTIVE DATE

5/29/25

RECEIVED
 2025 JUN -3 AM 10:57
 CITY SECRETARY
 DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: **Convergint Technologies, LLC** Supplier No. **VC14933**

SA #1 – IDMS Acquisition Contract – add End User License Agreement exhibit

Lead Dept: **AVI**

Action Requested: Authorize Supplemental Agreement #1 to the Contract with Convergint Technologies for acquisition of a Turnkey Identity Management System (IDMS), perpetual software license, installation, and implementation to add the third-party provider Intellisoft Inc.'s End User License Agreement (EULA), as negotiated, to the contract as an exhibit. No additional funds needed.

Contract Number:	AVI-2024-00024482	Contract Term:	Date of Acceptance (DOA)	to	1 year from DOA
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Background: The contract with Convergint Technologies was procured via Sourcewell cooperative agreement. Intellisoft is the third-party provider of the products and services. Convergint Technologies did not mention Intellisoft's required EULA or provide it for the City's review before the contract was executed. Once the EULA was provided post-execution of the contract, the City, Convergint Technologies, and Intellisoft negotiated its terms and will now add the negotiated EULA to the contract as an exhibit. No additional funds needed.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7719		3092		CX AVI-2024-00024482	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	24-1754	12/11/2024	\$1,588,719.67	0	\$1,588,719.67	0%

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

Patrick Carreno (May 28, 2025 08:02 CDT) 05/28/2025
By Department Director Date

Ashley Stockton (Jun 2, 2025 13:28 CDT) 06/02/2025
Approved as to Form by City Attorney Date

Dev Rastogi 05/29/2025
By City Manager Date

AS
AS

Memorandum

255820



City of Dallas

RECEIVED
2026 MAR 19 AM 10:36
CITY SECRETARY
DALLAS, TEXAS

DATE March 17, 2026

TO City Secretary's Office

SUBJECT **Correction Memo - AA 25-5820 7949 Trojan St.
Dallas, TX 75216**

I'd like to submit a request for a correction for Administrative Action file 25-5820. The funding information on the AA reads 0A72/HOU/AR47/3099. It should be updated from 0A72/HOU/AR47/3099 and replaced with 0722/HOU/7770

Please update the AA to reflect this change in funding. I have attached 25-5820 for reference.

Kindly,

Vicki Garner, Project Manager *Vicki Garner*
Office of Housing & Community Empowerment

Thor Erickson, Director *Thor Erickson*
Office of Housing & Community Empowerment

cc: Jasmine Bazley

Handwritten signature/initials: B 3/20/26



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255820

EFFECTIVE DATE

November 15, 2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 JUN -3 AM 09:52
 CITY SECRETARY
 DALLAS, TEXAS

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

Supplier Name:	COVENANT HOMES CONSTRUCTION & RENOVATION, LLC. – Contractor ROSIE LEE WOODS – Homeowner	Supplier No.	VC30195
Subject:	ARPA – Joppa		
Lead Dept:	Housing & Community Development		

Action Requested:	Execute agreement for payment for ARPA Neighborhood Revitalization Program at property address 7949 Trojan St., Dallas, TX, 75216 in the amount of \$99,999.99 from the ARPA grant.				
	Contract Number:	HOU-2024-00025856	Contract Term:	Effective Date of the AA above	to Two Years from Effective Date

Background: On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
								OA72
Financing:							TOTAL:	\$99,999.99

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

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

 By Department Director	11/15/2024 Date	 Approved as to Form by City Attorney	11/18/24 Date
 By City Manager		11/15/2024 Date	



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255821

EFFECTIVE DATE

5/29/25

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -3 AM 10:52
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Convergint Technologies, LLC Supplier No. VC14933

SA #1 – IDMS Maintenance & Support Contract – add Software Support & Maintenance Agreement exhibit

Lead Dept: AVI

Action Requested: Authorize Supplemental Agreement #1 to the Contract with Convergint Technologies for the maintenance and support of a Turnkey Identity Management System (IDMS) to add the third-party provider Intellisoft Inc.'s Software Support & Maintenance Agreement (SMA), as negotiated, to the contract as an exhibit. No additional funds needed.

Contract Number:	AVI-2024-00024482	Contract Term:	Upon Execution	to	Upon Termination (Perpetual)
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Background: The contract with Convergint Technologies was procured via Sourcwell cooperative agreement. Intellisoft is the third-party provider of the services. Convergint Technologies did not mention Intellisoft's required SMA or provide it for the City's review before the contract was executed. Once the SMA was provided post-execution of the contract, the City, Convergint Technologies, and Intellisoft negotiated its terms and will now add the negotiated SMA to the contract as an exhibit. No additional funds needed.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7719		3092		CX AVI-2024-00024482	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
		24-1754	12/11/2024	\$1,588,719.67	0	\$1,588,719.67	0%

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

Patrick Carreno (May 28, 2025 08:04 CDT) 05/28/2025 Ashley Stockton (Jun 2, 2025 13:27 CDT) 06/02/2025
By Department Director Date Approved as to Form by City Attorney Date

Dev. Restoge 05/29/2025 AS
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255822

EFFECTIVE DATE

05/08/2025

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN 3 PM 12:15

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: UES Professional Solutions 44, LLC Supplier No. 134532

Subject: Street Reconstruction Group 17-1008

Lead Dept: Transportation and Public Works

Action Requested: Authorize a professional services contract with UES Professional Solutions 44, LLC in an amount not to exceed \$43,664.00 to provide the construction material testing services needed during the construction of the Street Reconstruction Group 17-1008 project.

Contract Number:	PBW-2025-00027731	Contract Term:	07/01/2025	to	04/01/2028
------------------	-------------------	----------------	------------	----	------------

Background: This AA is required to provide the construction material testing for this capital construction project. Professional Solicitation No. CIZ-24-399E has provided a short list of qualified firms to provide these services, and UES Professional Solutions 44, LLC is the most highly qualified vendor.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0799	PBW	V192	SREC	4113	PB17V192	PBW-2025-00027731	\$13,770.00	
0799	PBW	V237	SREC	4113	PB17V237	PBW-2025-00027731	\$17,598.00	
0799	PBW	V244	SREC	4113	PB17V244	PBW-2025-00027731	\$12,296.00	
Financing:						2024B Certificates of Obligation	TOTAL:	\$43,664.00

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

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

TbP BB SH

Ghassan Khankarli

05/08/2025

[Signature]

06/03/2025

By Department Director

Date

Approved as to Form by City Attorney

Date

[Signature]

05/08/2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255823

EFFECTIVE DATE

5-13-2025

RECEIVED
2025 JUN -3 PM 12:38
CITY SECRETARY'S OFFICE
DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Acme Fence Services, Inc. Supplier No. VC0000034164

Subject: I-30 Frontage Road Fence - 1451 Kessler Pkwy, Dallas, TX 75212

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a service contract to replace and repair chain link fencing along eastbound IH-30 access road starting at Sylvan Rd.

Contract Number: DWU-2025-00027212 Contract Term: 05/01/2025 to 04/30/2026

Background: The City of Dallas solicited for fencing services in February 2025 to replace existing aged and deteriorated fencing for public's safety and protection of life. This contract will accomplish the turnkey repair and replacement of over 1000 linear feet of fencing at the IH-30 frontage eastbound access road starting at Sylvan.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0061	SDM	1875	SD01	3072		DWU-2025-00027212	\$27,280.00	
Financing:							TOTAL:	\$27,280.00

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

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

[Signature]
By Department Director

5-13-2025
Date

[Signature: Suzanne Knuppel]
Suzanne Knuppel (Jun 3, 2025 11:27 CDT)
Approved as to Form by City Attorney

06/03/2025
Date

[Signature: Dev Rastogi]
By City Manager
5-13-2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255824

EFFECTIVE DATE

04/30/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -3 PM 1:33
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Southern Methodist University a Texas Non-Profit Corporation Supplier No. VS0000035285

Subject: Educational Partnership

Lead Dept: PER

Action Requested: Authorize a partnership with Southern Methodist University for the provision of educational benefits, scholarships and considerations to the employees of the City of Dallas as a part of our employee development program.

Contract Number: PER-2025-00027810 Contract Term: 04/29/2025 to 12/31/2030

Background: The City of Dallas is seeking to establish Educational Partnerships with colleges, universities, trade, and technical entities. The partnerships are to establish agreements that provide quality, affordable higher educational benefits, scholarships, and financial considerations to the employees of the City of Dallas as a part of our Employee Developmental Program.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
				20.00		20.00	%

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

Nina Arias
Nina Arias (Apr 29, 2025 16:04 CDT)
By Department Director

04/29/2025
Date

Suzanne Knuppel 05/29/2025
Suzanne Knuppel (May 29, 2025 16:36 CDT)
Approved as to Form by City Attorney Date

Kimberly Inzor-Talbert 04/30/2025
Kimberly Inzor-Talbert (Apr 30, 2025 09:44 CDT)
By City Manager Date

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION
255825

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

EFFECTIVE DATE

4/24/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -3 PM 4:11
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Taurus Technologies, Inc. Supplier No. VS*59659

Subject: Central Library: Replacement of 7th Floor Interactive Digital Wall

Lead Dept: Library

Action Requested: Authorize payment for the replacement of the Central Library's 7th floor interactive digital wall.

Contract Number: LIB-2025-0027280 Contract Term: June 9, 2025 to December 8, 2026

Background: With the Central Library's 6th floor (2021) and 7th floor (2016) renovations, the 2 floors were each equipped with a digital wall which features exhibits, rare photos, archival materials, and historical records. The 7th floor wall is at end of life and requires replacement. SOLE SOURCE product. Cost includes full training, project management, and 1-yr of support.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5327		2731		- LIB-2025-00027280	\$22,928.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$22,928.00

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

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

Sean McGrew
Sean McGrew (Apr 23, 2025 14:41 CDT)
By Department Director

Diana Gutknecht
Diana Gutknecht (Jun 3, 2025 08:54 CDT)
Approved as to Form by City Attorney - DMG

Liz Cadello-Pereria
By City Manager



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255826

EFFECTIVE DATE

04/16/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S OFFICE
DALLAS
2025 JUN 19 12:40

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

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

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

Supplier Name: BUC - Brazilian United Soccer LLC Supplier No. VC0000034031

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with BUC - Brazilian United Soccer LLC. The vendor will be providing soccer skills Classes program services for registered participants in any City of Dallas Recreation Center.
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2025-00027375 Contract Term: NTP to 4/30/2026

Background: Contract fee instructors provide leisure, sports and health and wellness activity instruction

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	PKR					N/A PKR-2025-00027375	70/30 Split
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

Ge
Crystal Ross (Apr 15, 2025 12:44 CDT)
By Department Director

04/15/2025
Date

Matthew Green
Matthew Green (May 30, 2025 17:03 CDT)
Approved as to Form by City Attorney

05/30/2025
Date

Oliver Mejia
Oliver Mejia

[Signature]
By City Manager

04/16/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255827

EFFECTIVE DATE

03/07/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY
DALLAS

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

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

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

Supplier Name: Ronald McDonald House Dallas Supplier No. N/A

Subject: Partnership Program

Lead Dept: PKR

Action Requested: Approve partnership between Ronald McDonald House and Dallas Park & Recreation, where DPARD will provide programming and volunteer staff support

Contract Number: PKR-2025-00026829 Contract Term: NTP to 09/30/2025

Background: Since 1981, Ronald McDonald House of Dallas has served families who have traveled to Dallas for their child's medical treatment. They provide essential services that remove barriers, strengthen families, and promote healing when children need healthcare. They work to alleviate the worry and expense of finding a close, comfortable, and affordable place for a family to stay while their child receives the medical care they need.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	N/A	N/A	N/A	N/A		- PKR-2025-00026829	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

Crystal Ross
Crystal Ross (Mar 3, 2025 09:54 CST)
By Department Director

03/03/2025
Date

Molly P. Ward
Molly P. Ward (May 23, 2025 13:02 CDT)
Approved as to Form by City Attorney

05/23/2025
Date

Oluwole Ojo
Oluwole Ojo

Liz Cadillo-Perania
By City Manager

03/07/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255828

EFFECTIVE DATE

04/02/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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2025 JUN -1
CITY SECRETARY
DALLAS, TX

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

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

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

Supplier Name: Tia's STEAM Enrichment LLC dba Challenge Island Supplier No. VC16872

Subject: Summer Vendor

Lead Dept: Park and Recreation

Action Requested: Authorize funding of \$38,700 with Tia's STEAM Enrichment LLC dba Challenge Island. This company will be providing lessons in STEAM Classes to multiple recreation centers throughout the summer. Their program will run through June 2nd through August 1st.
Contact: Brendan Collins: (214) 671-1668

Contract Number:	PKR-2025-00027261	Contract Term:	NTP	to	12/31/2025
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Background: Tia's STREAM Enrichment LLC dba Challenge Island offers 8-week programs to learn. To meet comp social, emotional, and intellectual needs of both today's playful, creative child and tomorrow's globally successful adult prehensive, through cross-circular STEAM Education

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N/A	3099		MASC PKR-2025-00027261	\$35,500.00	
0395	PKR	5012	N/A	3099		MASC PKR-2025-00027261	\$3,200.00	
							\$0.00	
Financing:							TOTAL:	\$38,700.00

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

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

Crystal Ross (Apr 1, 2025 16:18 CDT)
By Department Director

04/01/2025
Date

Approved as to Form by City Attorney

06/02/2025
Date

Olu Obajobi

Liz Cadillo-Pereria
By City Manager

04/02/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255829

EFFECTIVE DATE

June 3, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 2%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: RICO HILLSIDE SHOE SERVICE INC **Supplier No.** VC0000034191

Subject: NON-EMERGENCY RATIFICATION

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: AUTHORIZE THE RATIFICATION PAYMENT OF \$8,495.94 TO RICO HILLSIDE SHOE SERVICE, INC FOR SADDLE REPAIR.

Contract Number:	DPD-2025-00026540	Contract Term:	N/A	to	N/A
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Background: The mounted unit took 32 saddle bags to Rico Hillside Shoe Service, Inc to be repaired. The work was completed without the chain of command authorization, no memo or PRAF. The total cost for the repair is \$8,495.94. Robert Caruth donated \$8,495.95 to the Dallas Police Mounted Unit for the repair.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0321	DPD	1526		3110		- DPD-2025-00026540	\$8,495.94	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$8,495.94

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

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

M.L.
Martin Riojas (Jun 3, 2025 11:28 CDT)
By Department Director

06/03/2025
Date

Suzanne Knuppel
Suzanne Knuppel (Jun 4, 2025 10:50 CDT)
Approved as to Form by City Attorney

06/04/2025
Date

Dominique Artis
Dominique Artis (Jun 3, 2025 16:13 CDT)
By City Manager

SK
SK

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255830

EFFECTIVE DATE

05/30/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

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

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

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

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

Supplier Name: **KENLEE GROUP, LLC.** Supplier No. **VC24019**

Subject: Professional Service

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall provide professional services as they relate to the Re:Imagine Vacancy - Pleasant Grove Project sponsored by the Office of Arts and Culture and the Department of Code Compliance of the City of Dallas. Services will include: Creating a curvilinear walkway approx 4' wide, installing rubber edging for walkways, creating granite walkway paths and artwork pad areas, installation of five stone benches, abatement the entire lot in at 7721 Rilla Street. Lot abatement will involve the following: Clean up trash, cut grass, construction of granite paths, and other duties as required for completion of project. All services are subject to the approval of City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: **OCA-2025-00026962 (CR-00027871)** Contract Term: **05/19/2025** to **12/31/2025**

Background: The fee for this service is **\$49,780.85** to be paid in accordance with the terms of the contract as follows: one (1) payment of 70% or **\$34,846.60** of the total awarded amount upon completion of deliverables one and two and receipt of the consultant's first invoice, and one (1) payment of 30%, or **\$14,934.25** of the award will be payable upon satisfactory completion of all required services as determined by the Director and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCS	3472	CC08	3072		MASC - OCA-2025-00026962	\$49,780.85
							\$0.00
Financing: General Fund						TOTAL:	\$49,780.85

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

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

Martine Whipple (May 30, 2025 11:57 CDT)
By Department Director

05/30/2025
Date

Veronica Barboza
Approved as to Form by City Attorney VB
Date

06/03/2025

Liz Cedillo-Perena
By City Manager

05/30/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255831

EFFECTIVE DATE

5/27/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Membership Fee
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY'S OFFICE
DALLAS, TEXAS

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

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

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

Supplier Name: Empathy Studios, LLC Supplier No. VC28805

Subject: 2025 Annual Library Membership

Lead Dept: Library

Action Requested: Authorize payment for 2025 Annual Library membership to Empathy Studios for Homeless Engagement Trainings. Invoice No. 6038539000019990162.

Contract Number:	LIB-2025-00027967	Contract Term:	9/1/2025	to	8/30/2026
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Background: Membership to Empathy Studios allows all library staff to access Homeless Engagement Trainings through Niche Academy and invitations to live trainings on Zoom.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5389	\$	3340		LIB-2025-00027967	\$3,099.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$3,099.00

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

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

Sean McGrew
Sean McGrew (May 23, 2025 16:23 CDT)
By Department Director

Victoria Giesbrecht
Victoria Giesbrecht (Jun 3, 2025 15:33 CDT)
Approved as to Form by City Attorney VG Date

Liz Cadillo-Perera
By City Manager 05/27/2025 Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255832

EFFECTIVE DATE

5/20/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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DALLAS, TX

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

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

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

Supplier Name: Advantage Archives, LLC Supplier No. VC17988

Subject: Back Issues (2024) of the Dallas Morning News – on Microfilm

Lead Dept: Dallas Public Library

Action Requested: Authorize payment for creation and purchase of microfilm back issues of the Dallas Morning News from Advantage Archives.

Contract Number: LIB-2025-00027899 Contract Term: 6/1/2025 to 12/31/2025

Background: Advantage Archives is the sole provider of the Dallas Morning News on microfilm. The purchase of the Dallas Morning News on microfilm will fulfill a collection need for answering customer inquiries. Time covered will be from January, 2024 to December, 2024.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392	\$	3341		- LIB-2025-00027899	\$13,104.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$13,104.00

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

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

Sean McGrew
Sean McGrew (May 14, 2025 14:51 CDT)
By Department Director

Diana Gutknecht
Diana Gutknecht (May 29, 2025 11:23 CDT)
Approved as to Form by City Attorney - DMG

Liz Cadillo-Pereria
By City Manager
05/20/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255833

EFFECTIVE DATE

5-13-25

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY
DALLAS, TEXAS
2025 JUN -5 AM 11:05

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

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

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

Supplier Name: Reliant Elevator Inspections & Consulting, LLC Supplier No. 066264

Subject: Annual Elevator Inspections for 3 DWU locations

Lead Dept: Dallas Water Utilities

Action Requested: Turnkey elevator inspection service at three locations for the Stormwater Drainage Management Operations (SDM) division of Dallas Water Utilities (DWU) for a term of four (4) years beginning in 2026 through the end of 2029.

Contract Number: DWU-2025-00027471 Contract Term: 1/1/2026 to 12/31/2029

Background: The City of Dallas solicited for turnkey elevator inspection service at three locations for the Stormwater Drainage Management Operations (SDM) division of Dallas Water Utilities (DWU) for a term of four (4) years beginning in 2026 through the end of 2029. The current master agreement for elevator inspections does not include these locations.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0061	SDM	4792	SD01	3210		DWU-2025-00027471	\$7,756.00
						-	
						-	
Financing:						TOTAL:	\$7,756.00

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

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

Sarah Standifer 05/13/2025
Sarah Standifer (May 13, 2025 09:12 CDT)
By Department Director Date

Suzanne Knuppel 06/04/2025
Suzanne Knuppel (Jun 4, 2025 11:05 CDT)
Approved as to Form by City Attorney SK Date

Dev Rustogi 05/13/2025
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255834

EFFECTIVE DATE

Jun 4, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY'S OFFICE
DALLAS, TEXAS
JUN -5 PM '25

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

Supplier Name:	RESOURCE CENTER OF DALLAS INC	Supplier No.	268631
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Subject: Arts Activate 2025 - ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested: Emerging during the Harlem Renaissance, Ballroom culture has long served as a safe space for queer people of color, gaining national attention in the 1980s amid the HIV/AIDS crisis. Today, Vogue Academy, a weekly dance class hosted by the Resource Center, continues this legacy by providing a supportive environment for LGBTQIA+ individuals—especially Black and Latinx youth—to explore the art and history of Ballroom and voguing. Vogue Academy empowers BIPOC LGBTQIA+ participants to use Ballroom as a form of cultural expression, personal growth, and community connection. Weekly 3-hour sessions are led by local performers and Resource Center staff and include instruction in dance, performance techniques, Ballroom history, and the Kiki Scene. Participants also receive hands-on guidance in areas such as hair, makeup, costume design, and choreography to prepare for their final showcase. The program culminates in a public "Mini Ball" or "Kiki" Performance during the Dallas Arts District PRIDE Block Party, allowing participants to demonstrate their skills and share their journey with the community. Held at the Resource Center's Community Center on Cedar Springs Road, Vogue Academy fosters visibility, celebration, and cultural appreciation of Ballroom's deep roots and its continued impact on BIPOC and LGBTQIA+ communities.

Contract Number:	OCA-2024-00025981 (CR-00027749)	Contract Term:	AA Effective Date	to	9/15/2025
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Background: The fee for this service is \$16,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$4,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$8,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$4,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$16,000.00
	Financing:			General Fund			TOTAL:	\$16,000.00

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

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

Martine Kuppe (Jun 2, 2025 09:04 CDT)

By Department Director

Jun 2, 2025

Date

Stephen McFayden

Approved as to Form by City Attorney

Jun 4, 2025

Date

Liz Cadillo-Perera

By City Manager

Jun 4, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255835

EFFECTIVE DATE

May 27, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S OFFICE
DALLAS, TEXAS
JUN -5 2025

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

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

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

Supplier Name: Raquel Zamora dba Coyote Rock Supplier No. VC29157

Subject: Arts Activate 2025 - ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested:
Coyote Rock will present Sacred Earth: Persevering the Next 7th Generations is a cultural event series dedicated to celebrating diversity and fostering meaningful exchanges between Indigenous and non-Native communities. Through engaging workshops and performances, the event promotes inclusivity, cross-cultural understanding, and community-building. Attendees will experience Indigenous knowledge through storytelling, movement arts, and interactive discussions, fostering dialogue, appreciation, and unity among all participants.
Led by Raquel "Rock III" Zamora, Sacred Earth will feature guest collaborators who bring unique expertise to the event. One of these guest project leads is Masculine Alchemy, a series dedicated to mental health and personal growth. As part of this collaboration, Masculine Alchemy will offer a workshop incorporating mental health exercises rooted in Indigenous teachings, providing attendees with valuable tools for emotional well-being and self-discovery. Their involvement strengthens the event's mission by introducing new perspectives and engaging a broader audience.
The event will also highlight Indigenous artists, storytellers, and cultural practitioners. Their creative expressions will bridge cultural divides, strengthen community connections, and provide meaningful engagement for attendees. The event will be open to the public. Consultant shall follow CDC guidelines for all in-person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number: OCA-2024-00025981 (CR-00027755) Contract Term: AA Effective Date to 9/15/2025

Background:
The fee for this service is \$ 8,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$ 2,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or 4000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or 2,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$8,000.00
Financing:						TOTAL:	\$8,000.00
General Fund							

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

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

May 27, 2025
By Department Director

May 27, 2025
Date

May 28, 2025
Approved as to Form by City Attorney

May 28, 2025
Date

May 27, 2025
By City Manager

May 27, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the **City Secretary's Office** to receive an official file stamp.

ADMINISTRATIVE ACTION

255836

EFFECTIVE DATE

04/02/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS,
2025 JUN -5

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

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

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

Supplier Name:	Excelsior Transitional Academy, Inc.	Supplier No.	VC29108
Subject:	Summer Camp		
Lead Dept:	PKR		

Action Requested: Authorizing a funding of \$7,000 with Excelsior Transition Academy, Inc. This company with be providing literacy to multiple centers through out the summer.
Contact: Brendan Collins 214-671-1668

Contract Number:	PKR-2025-00027263	Contract Term:	NTP	to	12/31/2025
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Background: Excelsior Transitional Academy's mission: to provide rigorous early literacy instruction to children ages 5-11.

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

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

JP

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0000	PKR	5000	N-A	3099		MASC PKR-2025-00027263	\$7,000.00
0001		5071				-	
						-	

Financing:	TOTAL:	\$7,000.00
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Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
							%

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

Crystal Ross
Crystal Ross (Apr 1, 2025 16:17 CDT)
By Department Director

04/01/2025
Date

Christine Lanners
Christine Lanners (May 29, 2025 10:19 CDT)
Approved as to Form by City Attorney

05/29/2025
Date

Liz Cedillo-Pereria
Liz Cedillo-Pereria

04/02/2025
By City Manager

04/02/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the **City Secretary's Office** to receive an official file stamp.

ADMINISTRATIVE ACTION

255837

EFFECTIVE DATE

05/28/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -5 PM 3:00
CITY SECRETARY'S
DALLAS, TEXAS

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

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

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

Supplier Name: Timothy D. Bowen DBA Play-Well TEKologies Supplier No. VC0000011197

Subject: Summer Camp

Lead Dept: PKR

Action Requested: Authorizing a funding of \$12,000.00 with Timothy D. Bowen DBA Play-Well Teknologies. This company will be providing STEM, LEGO, and Engineering classes services to multiple centers throughout the summer. Their program will run from June 2, 2025- August 1,2025. Contact: Brendan Collins 214-671-1668

Contract Number:	PKR-2025-00027267	Contract Term:	NTP	to	12/31/2025
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Background: At Timothy D. Bowen dba Play-Well TEKologies, we know that kids are already naturally gifted creators. What we strive to provide is an environment where students can create without fear of mistakes, explore fundamental STEM concepts through play, and express their creativity in ways they never thought possible. With tens of thousands of LEGO @ pieces and the guidance of our passionate instructors, the possibilities are truly endless.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N-A	3099		MASC PKR-2025-00027267	\$12,000.00	
						-		
						-		
Financing:							TOTAL:	\$12,000.00

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

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

Crystal Ross
Crystal Ross (May 28, 2025 10:05 CDT)
By Department Director

05/28/2025
Date

Matthew Green
Matthew Green (May 30, 2025 17:03 CDT)
Approved as to Form by City Attorney MRG
05/30/2025
Date

Oluwatoyin Otegbajo
By City Manager

Liz Cadillo-Perera
05/28/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-06 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255838

EFFECTIVE DATE

03/21/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: All About Animals, LLC Supplier No. VS99144

Subject: Summer Camp

Lead Dept: PKR

Action Requested: Authorizing a funding of \$17,600.00 with All About Animals, LLC. This company will be providing 45-minute educational sessions that include (7) animals with 10-15-minute question and answer session afterward. Themes and animals can be adapted for the camp goals and age group. There are pre-designed themes to choose from or the instructor will construct one to fit the learning objectives. Contact: Brendan Collins 214-671-1668

Contract Number: PKR-2025-00027259 Contract Term: NTP to 12/31/2025

Background: All About Animals, LLC will provide educational sessions on various animals for youth-based programs. The price is for (55) sessions and each session will include all (50) campers.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N-A	3099		MASC PKR-2025-00027259	\$17,600.00	
Financing:							TOTAL:	\$17,600.00

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

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

Crystal Ross
Crystal Ross (Mar 21, 2025 09:38 CDT)
By Department Director

03/21/2025
Date

Matthew Green
Matthew Green (Jun 2, 2025 09:24 CDT)
Approved as to Form by City Attorney

06/02/2025
Date

Oliver DeBajo

Liz Cedillo-Pereria
By City Manager

03/21/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255839

EFFECTIVE DATE

04/16/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -5 PM 1:21
CITY SECRETARY'S OFFICE
DALLAS

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

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

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

Supplier Name: Excellence by Design Education Center Supplier No. VC19520

Subject: Summer Vendor

Lead Dept: Park and Recreation

Action Requested: Authorize funding of \$18,200 with Excellence by Design Education Center. This company will be providing STEM innovative, and robotic services to multiple recreation centers throughout the summer. Their program will run through June 2nd through August 1st.
Contact: Brendan Collins: (214) 671-1668

Contract Number:	PKR-2025-00027262	Contract Term:	NTP	to	12/31/2025
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Background: Excellence by Design is an educational company that provides STEM lessons. Their focus is on engineering, electronics, circuitry, and robotics.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N/A	3099		MASC PKR-2025-00027262	\$18,200.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$18,200.00

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

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

Crystal Ross
Crystal Ross (Apr 16, 2025 13:03 CDT)
By Department Director

04/16/2025
Date

Matthew Green
Matthew Green (May 30, 2025 16:33 CDT)
Approved as to Form by City Attorney

05/30/2025
Date

Oliver DeBajo

04/16/2025
By City Manager

04/16/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255840

EFFECTIVE DATE

04/02/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Simone Hollis dba Camp Spanish Supplier No. VC27169

Subject: Summer Camp

Lead Dept: PKR

Action Requested: Authorize a funding of \$7,500.00 with Simone Hollis dba Camp Spanish. This company will be providing a Spanish language program to multiple centers throughout the summer. Contact: Brendan Collins 214-671-1668

Contract Number:	PKR-2025-00027260	Contract Term:	NTP	to	12/31/2025
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Background: Camp Spanish is a Spanish language program through the application of art, culture, technology, math, science and hands on manipulatives for language proficiency. The price is for (10) sessions and each session includes all 50 campers.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N-A	3099		MASC PKR-2025-00027260	\$7,500.00	
						-		
						-		
Financing:							TOTAL:	\$7,500.00

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

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

Crystal Ross (Mar 21, 2025 12:57 CDT)
By Department Director

03/21/2025
Date

Matthew Green (May 30, 2025 16:38 CDT)
Approved as to Form by City Attorney

05/30/2025
Date

Liz Cedillo-Pereria
Olusbi@debajo

Liz Cedillo-Pereria
By City Manager

04/02/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255841

EFFECTIVE DATE

05/29/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
25 JUN -5 P
CITY SECRETARY
DALLAS, TX

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

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

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

Supplier Name: Cullinaire International, Inc. Supplier No. 500344

Subject: 2025 Dallas City Council Inauguration Catering at the Meyerson

Lead Dept: MGT - Office of Government Affairs

Action Requested: Authorize payment to Cullinaire for reception, light refreshments, breakfast at 2025 Inauguration Ceremony.

Contract Number:	OGA-2025-00027989	Contract Term:	6/1/2025	to	9/30/2025
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Background: Cullinaire is the exclusive caterer for events held at the Morton H. Meyerson Symphony Center.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	BMS	1991	OF01	3099		CX OGA-2025-00027989	\$ 9770.38	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$ 9770.38

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

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

Jay Anderson
Jay Anderson (May 28, 2025 21:27 CDT)
By Department Director

05/28/2025
Date

Suzanne Knuppel
Approved as to Form by City Attorney SK
06/05/2025
Date

Elizabeth Saab
By City Manager
05/29/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255842

EFFECTIVE DATE

05/13/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -5 PM 1:55
CITY SECRETARY'S OFFICE
DALLAS, TEXAS

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

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

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

Supplier Name: Kim Leeson LLC Supplier No. VC23170

Subject: Inauguration Photography and Portraits

Lead Dept: MGT - Office of Government Affairs

Action Requested: Authorize agreement with Kim Leeson LLC for the Dallas City Council Inauguration. Services in agreement include photography coverage of inauguration ceremony, group photography at City Hall and individual headshots. Expenditures for this service are not to exceed \$1,800.00. The city will own the printing copyrights to the photos/images and Kim Leeson LLC cannot use the photos without the city's prior approval.

Contract Number: OGA-2025-00027687 Contract Term: 5/1/2025 to 9/30/2025

Background: The selected respondent is Kim Leeson LLC. This business also has experience photographing inauguration ceremonies and individual portrait sessions for the Dallas City Council in previous years. The attached proposal includes an in-depth overview of the services to be contracted for June 2025 and subsequent months.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1991		3099		-	\$1,800.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$1,800.00

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

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

Jaye Anderson (May 5, 2025 12:37 CDT)
By Department Director

05/05/2025
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Date 05/15/2025

Elizabeth Saab
By City Manager
Date 05/13/2025



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255843

EFFECTIVE DATE

6.4.2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name: HKS, Inc. Supplier No. 089018

Subject: Dallas Public Safety Complex

Lead Dept: Office of Bond and Construction Management

Action Requested: Authorize procurement of the services of HKS, Inc. to provide a feasibility study for the evaluation of multiple site locations for a replacement Dallas Public Safety Complex including analysis of suitability to accommodate law enforcement training academy tactical components in an amount not to exceed \$97,230.00.

Contract Number: BCM-2025-00027637 Contract Term: Notice to Proceed to 12/31/2025

Background: HKS, Inc. has been involved with the Dallas Police Training Academy (DPTA) project for over four years. Their familiarity with past studies, assessments, and recommendations provides them with the institutional knowledge necessary to effectively evaluate the feasibility of the proposed Dallas Public Safety Complex, which includes the non-classroom tactical training components for the Academy.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1Y33	MGT	YF63	POFA	3070	MG24Y F63	BON-2025-00027637	\$97,230.00	
Financing: 2024 General Obligation Bond Funds							TOTAL:	\$97,230.00

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

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

Jennifer Nicewander (Jun 3, 2025 22:26 CDT) By Department Director

Matthew Green (Jun 4, 2025 17:25 CDT) Approved as to Form by City Attorney

Dev. Restogi 06/04/2025 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255844

EFFECTIVE DATE

May 28, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2025 JUN - 07
CITY SECRETARY'S OFFICE
DALLAS
RECEIVED

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

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

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

Supplier Name: Bronze Conservation Services, LLC Supplier No. VC16254 07

Subject: Graffiti Remediation and Human Impact Intervention

Lead Dept: Office of Arts & Culture

Action Requested: Authorize Supplemental Agreement No. 1 to the existing multi-year contract with Bronze Conservation Services to: (i) increase the total contract amount by \$8,000.00; and (ii) extend the contract term by six months, for the continued provision of "as needed, when needed" graffiti remediation and human impact intervention services for the City-owned Public Art collection. The Conservator has prepared a preliminary quote and confirmed the appropriate procedures.

Contract Number:	OCA-2023-00021189	Contract Term:	3/15/2023	to	3/30/2026
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Background: Using 8KZ20-00010790 Art Conservation Services RFQ qualified conservators, informal proposals were requested. Bronze Conservation's is the most advantageous.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804	CA04	3070		MASC OCA-2023-00021189	\$8,000.00
Financing: General Fund						TOTAL:	\$8,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	23-5597	3/15/2023	\$32,000.00	0	\$40,000.00	25%

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

Martine Phillips (May 28, 2025 11:31 CDT)
By Department Director

May 28, 2025
Date

Approved as to Form by City Attorney

May 29, 2025
SGM Date

By City Manager

May 28, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255845

EFFECTIVE DATE

May 23, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain an attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -6
CITY SECRETARY'S
DALLAS, TX

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

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

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

Supplier Name: OutLoud Dallas Supplier No. VC23178

Subject: Bath House Cultural Center Summer Camp 2025

Lead Dept: Office of Arts & Culture

Action Requested: Cultural collective OutLoud Dallas will provide the following cultural services at the Bath House Cultural Center: a 3-week summer camp in June 2025. Additionally, cultural collective OutLoud Dallas will submit a detailed project plan to center manager by June 2, 2025. Cultural Collective OutLoud Dallas will submit final detailed report by June 27, 2025. All duties will be completed at City of Dallas facilities with City staff present during all activities. In accordance with the City of Dallas Cultural Policy, Consultant will work under the supervision of the Manager and will adhere to summer camp policies and center guidelines and procedures. All services are subject to the approval of the City of Dallas Office of Arts & Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2025-00027937	Contract Term:	5/15/2025	to	12/30/2025
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Background: The fee for this service will not exceed \$15,600.00. Cultural collective OutLoud Dallas understands that the City of Dallas will pay for services as follows: one installment of \$7,800.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$7,800.00 within 30 days of completion of service and receipt of final invoice.

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

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4833	CA01	3089		MASC OCA-2025-00027937	\$15,600.00
Financing:						TOTAL:	\$15,600.00
General Fund							

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

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

Martine Ruppel (May 20, 2025 16:00 CDT)
By Department Director

May 20, 2025
Date

Approved as to Form by City Attorney

Jun 3, 2025
Date

By City Manager

May 23, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255846

EFFECTIVE DATE

04/18/2025

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

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S OFFICE
DALLAS, TEXAS
2025 JUN - 6

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

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

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

Supplier Name: Takiyah Iyabo Spears dba Takiyah Teach and Learn Supplier No.: VC27202

Subject: Summer Vendor

Lead Dept: Park and Recreation

Action Requested: Authorize funding of \$5,000 with Takiyah Iyabo Spears dba Takiyah Teach and Learn. This company will be providing sewing classes services to multiple recreation centers throughout the summer. Their program will run through June 2nd through August 1st.
Contact: Brendan Collins: (214) 671-1668

Contract Number:	PKR-2025-00027269	Contract Term:	NTP	to	12/31/2025
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Background: Takiyah Iyabo Spears dba Takiyah Teach and Learn is a company that offers sewing classes using vintage denim and cultural fabric. Students will learn to use sewing machines and patterns

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0395	PKR	5012	N/A	3099		MASC PKR-2025-00027269	\$5,000.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$5,000.00

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

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

Ge
Crystal Ross (Apr 17, 2025 22:54 CDT)
By Department Director

04/17/2025
Date

Molly P. Ward
Molly P. Ward (Jun 5, 2025 08:30 CDT)
Approved as to Form by City Attorney

06/05/2025
Date

Oluo
Oluo

Log Cadillo-Perez
By City Manager

04/18/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255847

EFFECTIVE DATE

05/28/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Ninja Journey LLC DBA Ninja Nation Murphy Supplier No. VC32058

Subject: Ninja themed obstacle course for July Park and Recreation Month Event

Lead Dept: Park and Recreation

Action Requested: Ninja Journey LLC dba Ninja Nation Murphy will provide a Ninja themed obstacle course for our youth and teens for the July Park and Recreation Month.
Contact: April Garcia – (214) 670-1918

Contract Number: PKR-2025-0027900 Contract Term: NTP to 04/30/2026

Background: Ninja Nation Arenas feature world-class obstacles, coaching and events. Perfect for Adults and kids of all ages and abilities to play, train and compete.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5071	N/A	3099		CX PKR-2025-0027900	\$4,500.00
						-	\$0.00
Financing:						TOTAL:	\$4,500.00

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

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

Crystal Ross (May 28, 2025 10:17 CDT)
By Department Director

05/28/2025
Date

Molly P. Ward (Jun 5, 2025 08:28 CDT)
Approved as to Form by City Attorney

06/05/2025
Date

Olivia Rodebajo

Liz Cedillo-Perera
By City Manager

05/28/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255848

EFFECTIVE DATE

05/30/25

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Routeware Canada Supplier No. VC14995

Subject: Route Optimization Software

Lead Dept: Sanitation Services

Action Requested: Sanitation Service requests to execute an Administrative Action to ratify Recollect software subscription for the period December 1, 2023 through April 30, 2025.

Contract Number:	SAN-2024-00024260	Contract Term:	12/1/2023	to	05/01/2025
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Background: Recollect provides a web-based platform monitoring tool utilized by the City of Dallas Sanitation Services to track citizen waste collection data, brush and bulk collection, and other solid waste related events. The tool provides residents feedback for recyclable items and drop off facilities, and friendly reminders via smart devices.

HUB Check appropriate Box

<https://mycoba.co.state.tx.us/oa/assemblesearch/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0440	SAN	3581		3438		-	\$50,281.36
						-	\$0.00
						-	\$0.00
Financing: Sanitation Operating Funds						TOTAL:	\$50,281.36

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

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

Alina Ciocan
By Department Director

Apr 21, 2025

Alina Ciocan
Alina Ciocan (May 30, 2025 14:40 CDT)

By City Manager

Rory Mcanally
Approved as to Form by City Attorney *RJM* Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255849

EFFECTIVE DATE

06-06-25

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S OFFICE
DALLAS
2025 JUN -9 AM 10:14

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

Supplier Name: Reliant Energy Retail Services, LLC CARE Program **Supplier No.:** 2377058

Subject: Energy Assistance Program

Lead Dept: Office of Community Care and Empowerment (OCCE)

Action Requested: Authorize the first amendment to the agreement for Reliant Energy Retail Services, LLC CARE Program, between Reliant Energy Retail Services, LLC and City of Dallas, to change the Reliant CARE Program that will become a part of NRG's Bill Assistance Program called Customer Assistance and Relief for Electricity Program (NRG CARE Program).

Contract Number: OCC-2025-00027242 **Contract Term:** 01/01/25 to 12/31/25

Background: Reliant Energy contributed \$30,000.00 to The City of Dallas in support of the 2025 CARE Program. These funds were provided to serve their current Reliant Energy client.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	
						-	
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	25-5409	02-24-25	\$30,000.00	\$0.00	\$30,000.000	0%

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

Jessica Galleshaw (Jun 6, 2025 17:08 CDT) **06/06/2025**
 By Department Director Date

Veronica Barboza **06/06/2025**
 Approved as to Form by City Attorney VB Date

06/06/2025
 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-06 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255857

EFFECTIVE DATE

05/30/25

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Routeware Canada Supplier No. VC14995

Subject: Route Optimization Software

Lead Dept: Sanitation Services

Action Requested: Sanitation Service requests to execute an Administrative Action to renew the subscription to the Recollect software for the period of May 1, 2025 through November 30, 2025.

Contract Number: SAN-2024-00024260 Contract Term: 5/1/2025 to 11/30/2025

Background: Recollect provides a web-based platform monitoring tool utilized by the City of Dallas Sanitation Services to track citizen waste collection data, brush and bulk collection, and other solid waste related events. The tool provides residents feedback for recyclable items and drop off facilities, and friendly reminders via smart devices.

HUB Check appropriate Box

<https://mycqa.ca.pa.state.tx.us/topasscmblsearch/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3581		3438		-	\$35,493.04	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$35,493.04

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

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

[Signature]
By Department Director

Apr 21, 2025
Date

[Signature]
Approved as to Form by City Attorney RJM Date

[Signature]
Alina Ciocan
Alina Ciocan (May 30, 2025 14:40 CDT)
By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255858

EFFECTIVE DATE

06/09/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN -9
CITY SECRETARY'S
DALLAS, TX

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

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

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

Supplier Name: Tanisha Jones Supplier No. N/A

Subject: Dallas Homebuyer Assistance Program (DHAP)

Lead Dept: Department of Housing & Community Development

Action Requested: Execution of the City of Dallas Homebuyer Written Agreements (HOME Investment Partnerships Program (HOME)/Community Development Block Grant Program (CDBG)) for down payment assistance for the total amount of \$50,000 (\$25,000 in HOME funds, \$25,000 in CDBG funds). Funds have been appropriated by previous City Council resolution 22-1024 and approved on June 22, 2022.

Contract Number: HOU-2025-00027906 Contract Term: N/A to N/A

Background: Tanisha Jones was approved for purchase of property at 2240 Aspen Dr. using HOME funds (\$25,000.00) and CDBG funds (\$25,000.00) for homebuyer assistance. The city provided the DHAP program pursuant to Council Resolution 23-0278 on February 22, 2023 to provide homebuyer assistance to households with income between 60% to 120% of the AMI.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
HM24	HOU	818K		3101		-	\$25,000.00	
CD24	HOU	801K		3101		-	\$25,000.00	
						-	0.00	
Financing:							TOTAL:	\$50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%

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

Darwin Wade (Jun 4, 2025 19:24 CDT)
By Department Director

06/04/2025
Date

Elena Ruiz (Jun 9, 2025 16:05 CDT)
Approved as to Form by City Attorney ER

06/09/2025
Date

By City Manager

06/09/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255859

EFFECTIVE DATE

05/01/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: AECOM Technical Services, Inc Supplier No. VC000011194

Subject: Environmental Consulting Services

Lead Dept: Dallas Water Utilities

Action Requested: Request approval of 24-month time extension with AECOM Technical Services, Inc, for environmental services. This action will extend the terms of the contract to June 2027.

Contract Number:	DWU-2016-00000688	Contract Term:	6/6/2016	to	6/12/2027
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Background: On April 27, 2016, by Resolution No. 16-0661, the City Council authorized an Engineering Services Contract with AECOM Technical Services, Inc. for environmental services related to the construction of repair of water and wastewater mains, construction of new facilities, renovation of existing facilities, and general environmental services. On June 21, 2023 Administrative Action No.23-5810 authorized a 24-month time extension of the contract with AECOM technical services, Inc. for environmental services, extending the terms of the contract to June 2025.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
		16-0661	4/27/2016	\$697,936.48	\$0.00	\$697,936.48	0%

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

Sarah Standifer
Sarah Standifer (May 1, 2025 11:18 CDT)
By Department Director

05/01/2025
Date

Christina Tsevoukas
Christina Tsevoukas (Jun 9, 2025 11:35 CDT)
Approved as to Form by City Attorney

06/09/2025
Date

Dayell Stinson
By City Manager

05/01/2025
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255860

EFFECTIVE DATE

05/21/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Quiddity Engineering LLC DBA Jones & Carter, Inc. Supplier No. VS0000004399

Subject: Time extension for the engineering design of Storm Drainage Contract No. 19-497E

Lead Dept: Dallas Water Utilities

Action Requested: Request approval of a 36-month time extension to the professional services contract with Quiddity Engineering LLC to allow the consultant to continue to perform the consulting and engineering work as described in the scope of work including completion of the drainage report for Preston Hollow Channel Phases 1 & 2 and design work for Yewpon-Kingsley Area project. The terms of the contract will extend the contract to December 10, 2027. This action has no cost consideration to the city.

Contract Number: SDM-2020-0013151 Contract Term: 12/10/2020 to 12/10/2027

Background: On November 11, 2020, City Council authorized a professional services contract with Jones & Carter (now Quiddity) Inc., for Storm Drainage and Erosion Control Projects at Various Locations by Resolution No. 20-1814. This action is needed to extend the contract duration to allow for the completion of professional services for the study and design work in the contract. Additional investigations and design services were authorized under Supplemental Agreement No. 2 and additional time is needed to complete those services as well as engineering services for future construction activities.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	3	20-1814	12/10/2020	\$874,924.00	\$408,940.00	\$ 1,283,864.00	46.74%

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

Sarah Standifer

Sarah Standifer (May 20, 2025 15:43 CDT)

By Department Director

05/20/2025

Date

[Signature]

Approved as to Form by City Attorney

06/09/2025

Date

MP SMC

Dev Rastogi

05/21/2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255861

EFFECTIVE DATE

6/9/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 35%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Yes No

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

Yes No

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

Yes No N/A

Supplier Name: Texas Trees Foundation Supplier No. N/A

Subject: Bexar Street Tree Planting Phase 2 by Texas Trees Foundation

Lead Dept: Transportation and Public Works

Action Requested: Authorize a five (5) year Beautification and Maintenance agreement with Texas Trees Foundation to provide beautification and maintenance services, which include planting and maintaining trees and an irrigation system, within City Right-of-Way, along Bexar Street, beginning 137 ft. south of Dyson Street and going south to St. Louis Southwestern Railway and from Valentine Street to Rochester Street (see Exhibit A). This project is 100% funded by Texas Trees Foundation and is renewable at the discretion of the Department of Transportation and Public Works.

Contract Number: PBW-2025-00027005 Contract Term: From Notice to Proceed to 5 years

Background: The Texas Trees Foundation has identified an area within City right-of-way, along Bexar Street in need of beautification and have proposed a project to install and maintain trees and refurbish and maintain an irrigation system. The project will be 100% funded by the Texas Trees Foundation.

HUB Check appropriate Box

<https://mycpa.cp.state.tx.us/ipa/sscmblsearch/>

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

N/A

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							\$0.00
							\$0.00
							\$0.00
Financing:						TOTAL:	\$0.00

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

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

By Department Director

06/07/2025 Date

Matthew Green Approved as to Form by City Attorney

06/09/2025 Date

By City Manager

06/09/2025 Date

2025 JUN 10 PM 12:15 CITY SECRETARY'S OFFICE DALLAS, TEXAS

RECEIVED



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255862

EFFECTIVE DATE

06/06/2025

248631. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 10 PM 2:50
CITY SECRETARY'S OFFICE
DALLAS, TEXAS

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

Supplier Name:	T.L.Ward Inc.,d/b/a Heavenly Christian Academy	Supplier No.	VS0000013797
Subject:	Supplemental Agreement #1 – ECOSTS Program		
Lead Dept:	OCCE		

Action Requested: Authorize Supplemental Agreement #1 to the contract with T.L.Ward. d/b/a Heavenly Christian Academy increase the contract amount by \$21,675.00 from \$50,000.00 in a total amount not to exceed \$71,675.00 to allow this Provider funding to continue childcare services through the Early Childhood and Out of School Time Service (ECOSTS) Program.

Contract Number:	OCC-2024-00025816	Contract Term:	10/01/24	to	09/30/25
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Background: T.L. Ward Inc. d/b/a/ Heavenly Christian Academy is a childcare provider under the Early Childhood and Out-of-School Time Services (ECOSTS) Program. The ECOSTS program pays a portion of childcare expenses for working parents whose income fall in the low-moderate range of Community Development Block Grant eligibility.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							CD24	MGT
							-	
							-	
Financing:							TOTAL:	\$21,675.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
		1	24-1397	12-18-24	\$50,000.00	\$0.00	\$71,675.00

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

Jessica Galleshaw (Jun 4, 2025 17:28 CDT)
By Department Director

06/04/2025
Date

Stephen McFayden
Approved as to Form by City Attorney

06/06/2025
SGM Date

Liz Cedillo-Pereria
By City Manager

06/06/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255863

EFFECTIVE DATE

June 04 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 10 PM 10:16
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Digital Resources, Inc. Supplier No. VS0000049628

Subject: Maintenance for the Council Chamber voting system

Lead Dept: Information and Technology Services

Action Requested: Authorize a three-year cooperative agreement for cloud software licenses and associated support services with Digital Resources, Inc. to support the Council Chamber voting system.

Contract Number: DSV-2025-00027748 Contract Term: 8/1/2025 to 7/31/2028

Background: Agendalink Solo is software which enables the City Secretary to effectively manage the presentation of Council Agenda items to the City Council during official Council Meetings, support the recording of Council's votes, and manage speaker queues and microphones.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	8658		3070		MASC DSV-2025-00027748	\$26,382.00
Financing: General Fund (subject to annual appropriations)							TOTAL: \$26,382.00

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

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

By Department Director

04/24/2025
Date

Suzanne Knuppel (Jun 9, 2025 10:16 CDT)
Approved as to Form by City Attorney SK Date

By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255864

EFFECTIVE DATE

Jun 4, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY'S
DALLAS, TEXAS

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

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

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

Supplier Name: **Cara Mia Theatre Co** Supplier No. **357327**

Subject: **Oak Cliff Cultural Center Summer Camp 2025**

Lead Dept: **Office of Arts & Culture**

Action Requested:
Cultural producer will provide (1) Summer Camp final presentation "School of Yes! 2025" at the Oak Cliff Cultural Center. The final presentation will consist of a culminating event comprised of Theatre, Music, Visual Arts, Dance, Film, Photography, and Leadership components based on consultant's original arts curriculum for students ages 7-17. The presentation will be the product of programming of both in-person and virtual learning with rehearsed runs of the final show. Presentation will be offered free of charge and open to the general public. The performance will be presented on June 27th, 2025.
All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number: **OCA-2025-00027983** Contract Term: **6/1/2025** to **6/30/2025**

Background: The fee for this service will not exceed \$10,000.00. Consultant understands that the City of Dallas will pay Consultant in one (1) payment of \$10,000.00 upon completion of service and in accordance with the terms of the contract.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	1299	CA02	3089		MASC OCA-2025-00027983	\$10,000.00
Financing:						TOTAL:	\$10,000.00
General Fund							

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

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

Martine Halpern (Jun 3, 2025 8:59 CDT)
By Department Director

Jun 3, 2025
Date

Approved as to Form by City Attorney

Jun 6, 2025
Date

By City Manager

Jun 4, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255865

EFFECTIVE DATE

04/24/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY'S
DALLAS, TX

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

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

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

Supplier Name: ArtLab Enrichment Program LLC Supplier No. VC0000034171

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with ArtLab Enrichment Program, LLC. The vendor will be providing STEM and Coding Classes program services for registered participants in any City of Dallas Recreation Center.
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2025-00027528 Contract Term: NTP to 5/31/2026

Background: Contract fee instructors provide leisure, sports and health and wellness activity instruction.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	PKR					N/A PKR-2025-00027528	70/30 Split
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

Crystal Ross
By Department Director

04/23/2025
Date

Matthew Green
Approved as to Form by City Attorney MRG

05/30/2025
Date

Oluwole Odegbajo

Liz Cadillo-Perera
By City Manager

04/24/2025
Date

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

255866

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

EFFECTIVE DATE

6-5-2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2025 JUN 10 PM 1:23
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: Hight Performance Group, Inc. Supplier No. VC0000034405

Subject: Everything DISC Training Session

Lead Dept: Budget and Management Services

Action Requested: Authorize an Administrative Action for personality inventory training conducted by Hight Performance Group, Inc. This training will benefit both the Budget and Management Services employee participants and the BMS department.

Contract Number: BMS-2025-00027978 Contract Term: 6/1/2025 to 8/31/2025

Background: This Administrative Action will authorize an Everything DISC training session with a certified consultant, and access to assessments for each participant. DISC training helps employees acquire an awareness as to their own personality styles, recognize others' styles, and develop strategies to enhance their effectiveness in the work environment. Contract amount includes cost of training and cost of travel for training team. Lowest of three bid proposals.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmb/lea/rch/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1121		3361		BMS-2025-00027978	\$5,834.38
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$5,834.38

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

[Signature]
By Department Director

6/5/25
Date

[Signature]
Diana Gutknecht
Approved as to Form by City Attorney -- DMG
06/10/2025
Date

[Signature]
By City Manager
6/5/25
Date

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

255867

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

EFFECTIVE DATE

6-4-2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name: Lawton Reprographic Centers, Inc. Supplier No. 259541

Subject: Printing Services for Adopted and Proposed Budget Book and Budget in Briefs

Lead Dept: Budget and Management Services

Action Requested: Authorize a contract with Lawton Reprographic Centers, Inc. to provide printing services for adopted and proposed budget book and budget in briefs.

Contract Number: BMS-2025-00027720 Contract Term: 6/1/2025 to 5/31/2029

Background: Printing services for adopted and proposed budget book and budget in briefs.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/#passcmbisea/rch/>

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	BMS	1122		3030		BMS-2025-00027720	\$99,828.00
								\$0.00
								\$0.00
	Financing:							TOTAL:

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

Janette Weedon
Janette Weedon (May 20, 2025 10:15 CDT)
 By Department Director

 05/20/2025
 Date

Basel Alhasan
Basel Alhasan (Jun 10, 2025 11:05 CDT)
 Approved as to Form by City Attorney

 06/10/2025
 Date

Jackal
6/4/25
 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255868

EFFECTIVE DATE

Jun 4, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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CITY SECRETARY'S OFFICE
DALLAS

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

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

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

Supplier Name: Let the Beat Build Inc. Supplier No. VC0000034108

Subject: Latino Cultural Center Summer Camp 2025

Lead Dept: Office of Arts & Culture

Action Requested:
This comprehensive summer program immerses youth in a transformative journey that blends the rich roots of Latin music genres such as Latin Pop, Salsa, Merengue, and Reggaeton with innovative music production techniques and personal growth. Over three weeks, participants will use industry-standard tools like Soundtrap and music production controllers to explore the rhythms, sounds, and stories embedded in these vibrant genres. All duties will be completed under the direction of the Managers. In accordance with the City of Dallas Cultural Policy, Consultant will work under the supervision of the Manager and will adhere to after school policies and center guidelines and procedures.
All services are subject to the approval of the City of Dallas Office of Arts & Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2025-00027984	Contract Term:	6/1/2025	to	6/30/2025
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Background:
The fee for this service will not exceed \$18,000.00 Cultural collective Let the Beat Build understands that the City of Dallas will pay for services as follows: one installment of \$9,000.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$9,000 within 30 days of completion of service and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4805	CA01	3089		MASC OCA-2025-00027984	\$18,000.00
Financing: General Fund						TOTAL:	\$18,000.00

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

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

By Department Director

Jun 4, 2025
Date

By City Manager

Approved as to Form by City Attorney

Jun 4, 2025
Date

Jun 6, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255869

EFFECTIVE DATE

6/09/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 10 PM 1:11
CITY SECRETARY'S OFFICE
DALLAS, TX

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

Supplier Name:	CARAHSOFT TECHNOLOGY CORP	Supplier No.	VC0000009713
Subject:	ANNUAL LICENSE FOR HAZEL PROCUREMENT SOFTWARE		
Lead Dept:	POM		

Action Requested:	AUTHORIZE A ONE-YEAR SUBSCRIPTION SERVICE FOR AN ANNUAL LICENSE FOR HAZEL'S PROCUREMENT SOFTWARE FOR MUNICIPALITIES WITH CARAHSOFT THROUGH THE OMNIA SOFTWARE SOLUTIONS AND SERVICES CONTRACT: R240303						
	Contract Number:	POM-2025-00027738	Contract Term:	4/30/2025	to	4/29/2026	

Background: The subscription service aims to provide city departments with a platform to publish and review specifications and solicitations. It leverages technology and employs smart city technologies such as AI-powered procurement tools to assist departments with drafting detailed and comprehensive requirements and solicitations. This AI tool gives the City a better foundation for the core element that drives successful solicitations: specification.

HUB Check appropriate Box	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.						
	https://mycpa.cpa.state.tx.us/passcmb/search/						

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0897	DSV	5318		3440		-	\$49,000.00
							-	\$0.00
							-	\$0.00
	Financing:						TOTAL:	\$49,000.00

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

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

Juanita Ortiz

By Department Director

06/03/2025

Date

Rory McAnally

Approved as to Form by City Attorney *RJM*

06/10/2025

Date

Doyell Lipson

By City Manager

06/09/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255870

EFFECTIVE DATE

Apr 29, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Asian Film Foundation of Dallas Supplier No. VS0000016157

Subject: Arts Activate 2025 - ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested: We request funding for our annual seven-day film festival, from July 24-27, 2025, at the Angellka Film Center-Dallas in Mockingbird Station. During the festival--run entirely by volunteers--we will screen approximately 40 films from across Asia and from Asian-American filmmakers. We invite some of these filmmakers to Dallas to discuss their films and to interact with the audience. The festival includes both a Student (Education) Showcase featuring films by high school and collegiate students, along with a Women's Showcase featuring an entire day of films by women filmmakers, panel discussions, and multiple events, including parties and receptions. The festival's fundamental purpose is to expose Dallas residents to Asian culture, through film.

Contract Number: OCA-2024-00025981 (CR-00027734) Contract Term: AA Effective Date to 9/15/2025

Background: The fee for this service is \$12,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$6,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$12,000.00
Financing: General Fund						TOTAL:	\$12,000.00

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

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

Martine Challope (Apr 28, 2025 20:58 CDT)
By Department Director

Apr 28, 2025
Date

Suzanne Knuppel (Apr 29, 2025 15:17 CDT)
Approved as to Form by City Attorney

Apr 29, 2025
Date

Liz Cedillo-Peravia
By City Manager

Apr 29, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255871

EFFECTIVE DATE

3-26-2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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2025 JUN 10 PM 2:55
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: North Central Texas Council of Governments Supplier No. 066264

Subject: Creation of digital aerial orthophotography for the entire City of Dallas.

Lead Dept: Dallas Water Utilities

Action Requested: Authorize an Interlocal Agreement with North Central Texas Council of Governments for the creation of a digital aerial orthophotography map of the entire City Of Dallas.

Contract Number: DWU-2025-00027413 Contract Term: 10/1/2024 to 9/30/2025

Background: The City of Dallas has participated with the North Central Texas Council of Government's (NCTCOG) Spatial Data Cooperative Program (SDCP) since the 1990s. Many public entities participate in the SDCP thus reducing the city's cost in obtaining this data. Digital orthophoto maps are a mosaic of aerial photographs oriented to the correct geographical locations in the city. It has a known and consistent time and accuracy. Orthophoto data has multiple uses in the City. It is primarily used for determining impervious surface areas required for stormwater drainage fees and as a base map for the City's GIS.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0061	SDM	4908	SD01	3099		CX DWU-2025-00027413	\$14,461.44	
						-		
						-		
Financing:							TOTAL:	\$14,461.44

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

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

Sarah Standifer
Sarah Standifer (Mar 26, 2025 10:06 EDT)

Mar 26, 2025

Basel Alhasan
Basel Alhasan (Jun 10, 2025 13:42 CDT)

06/10/2025

By Department Director

Date

Approved as to Form by City Attorney

Date

GA

RM
RM

Dev Rastogi

Mar 26, 2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255871

EFFECTIVE DATE

3-26-2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 10 PM 2:55
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: North Central Texas Council of Governments Supplier No. 066264

Subject: Creation of digital aerial orthophotography for the entire City of Dallas.

Lead Dept: Dallas Water Utilities

Action Requested: Authorize an Interlocal Agreement with North Central Texas Council of Governments for the creation of a digital aerial orthophotography map of the entire City Of Dallas.

Contract Number: DWU-2025-00027413 Contract Term: 10/1/2024 to 9/30/2025

Background: The City of Dallas has participated with the North Central Texas Council of Government's (NCTCOG) Spatial Data Cooperative Program (SDCP) since the 1990s. Many public entities participate in the SDCP thus reducing the city's cost in obtaining this data. Digital orthophoto maps are a mosaic of aerial photographs oriented to the correct geographical locations in the city. It has a known and consistent time and accuracy. Orthophoto data has multiple uses in the City. It is primarily used for determining impervious surface areas required for stormwater drainage fees and as a base map for the City's GIS.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
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 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0061	SDM	4908	SD01	3099		CX DWU-2025-00027413	\$14,461.44	
						-		
						-		
Financing:							TOTAL:	\$14,461.44

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

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

Sarah Standifer
Sarah Standifer (Mar 26, 2025 10:06 EDT)

Mar 26, 2025

Basel Alhasan
Basel Alhasan (Jun 10, 2025 13:42 CDT)

06/10/2025

By Department Director

Date

Approved as to Form by City Attorney

Date

GA

RM
RM

Dev Rastogi

Mar 26, 2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255872

EFFECTIVE DATE

03/10/2025

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
JUN 1 AM 8:51

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 20%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Christopher V. Chow Supplier No. VC27373

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with Chris Chow. The vendor will be providing pickleball Classes program services for registered participants in any City of Dallas Recreation Center
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2025-00027257 Contract Term: NTP to 3/31/2026

Background: Contract fee instructors provide leisure, sports and health and wellness activity instruction

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	PKR					N/A PKR-2025-00027257	70/30 Split
							\$0.00
							\$0.00
Financing:						TOTAL:	\$0.00

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

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

Crystal Ross
By Department Director

03/07/2025
Date

Matthew Green
Approved as to Form by City Attorney

05/05/2025
Date

Oliver M. Debajo

Liz Cadillo-Perera
By City Manager

03/10/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255873

EFFECTIVE DATE

Apr 29, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 11 PM 1:37
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Oak Cliff Film Society Supplier No. VC25031

Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested:
The 14th Annual Oak Cliff Film Festival (OCFF) will continue its tradition as a major cultural event in Dallas. Over the past 12 years, OCFF has built a reputation for showcasing diverse, archival, and independent films from around the world, paired with educational workshops, filmmaker meet-and-greets, and live performances. In 2019, the festival featured over 60 films and 8 live acts. OCFF presents a mix of feature-length and short films selected through open submissions and curated global picks. Recognized as Dallas's best film festival by local media and praised nationally by outlets like The New York Times and MovieMaker Magazine, the festival provides juried awards that support both local and international filmmakers' careers. A highlight is the Texas Student Shorts block, which offers Dallas-area student filmmakers the chance to screen their work for free, with eligibility for jury prizes. The festival also hosts panels and workshops focused on filmmaking techniques, funding strategies, and production skills for emerging creators. Anchored at the historic Texas Theatre and spanning venues like the Kessler Theater and Oak Cliff Cultural Center, OCFF thrives on strong local support. It remains a hyper-local, yet globally engaged event that fosters artistic growth and community connection.

Contract Number: OCA-2024-00025981 (CR-00027742) Contract Term: AA Effective Date to 9/15/2025

Background:
The fee for this service is \$14,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,500 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$7,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,500, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$14,000.00
Financing: General Fund						TOTAL:	\$14,000.00

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

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

Martine Philippe (Apr 28, 2025 20:57 CDT)

By Department Director

Apr 28, 2025

Date

Suzanne Knuppel
Suzanne Knuppel (Apr 29, 2025 16:04 CDT)

Approved as to Form by City Attorney

Apr 29, 2025

Date

Liz Cadillo-Perencia

By City Manager

Apr 29, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255874
EFFECTIVE DATE

6/11/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUL 11 PM 4:05
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Smith System Driver Improvement Institute, Inc. Supplier No. VS100544

Subject: Comprehensive Driver Safety Training

Lead Dept: Sanitation Services

Action Requested: Administrative Action to authorize training and certification with the Smith System Defense Driving Program.

Contract Number: SAN-2025-00027749 Contract Term: 07/01/2025 to 12/31/2025

Background: The Smith System is a proprietary defensive driving methodology designed to reduce collisions through its registered approach, the Smith5Keys. The Keys emphasize preventive strategies not found in other defensive driving programs and are unique in framework, field application, and reputation among public and private fleet training. This Program also provides advanced on-road instruction for heavy-duty vehicles operated by Sanitation drivers. Further, designated Sanitation employees will receive certified instructor training in the Smith System methodology. Upon completion, those employees will be authorized to conduct in-house training for other Sanitation drivers, enhancing departmental safety efforts and ensuring long-term program sustainability. SOLE SOURCE documentation included.

HUB Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmlsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3581		3361		- CX- SAN-2025-00027749	\$10,754.85	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$10,754.85

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

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

Alina Ciocan

05/23/2025

Diana Gutknecht
Diana Gutknecht (Jun 11, 2025 13:14 CDT)

By Department Director

Alina Ciocan
Alina Ciocan (Jun 11, 2025 12:21 CDT)
By City Manager

Approved as to Form by City Attorney – DMG

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255875

EFFECTIVE DATE

06/03/2025

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

- a. Contracts of \$100000 or less resulting from competitive bid or formal proposal process...
b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less...
c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less...
d. Amendments to non-bid contracts: \$100,000 or less...
e. WRR-FM expenditures: \$50,000 or less...
f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

RECEIVED 2022 JUN 11 PM 4:05 CITY SECRETARIAL DALLAS, TEXAS

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

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

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

Supplier Name: CMC Neptune, LLC. Supplier No. VC22924

Subject: Advertising Summer Aquatics Programs

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$3,600 for CMC Neptune, LLC. renewal. Approval of a contract Neptune, for 8 radio stations and related equipment usage at Dallas Aquatics radio stations.

Contract Number: PKR-2025-00027773 Contract Term: NTP to 06/02/2026

Background: Our first major product line, Neptune Custom Music Solution, was launched in 2009 with slash radio for Splash Kingdom water parks.

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

Table with 8 columns: FUND, DEPT, UNIT, ACTV, OBJ, PROGRAM, ENCUMBRANCE TYPE and NUMBER, AMOUNT. Contains 8 rows of funding data and a total row.

Table with 8 columns: Contract Amendment Information, Supplemental Agreement No., Base CR/AA No., Base Contract Date, Base Contract Amount, Sum of Previous Supplemental Agreements, Total Contract Amount Including this Action, Total Supp'l Agreement Percentage.

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

Crystal Ross (Jun 3, 2025 11:28 CDT) By Department Director

06/03/2025 Date

Rory Mcanally Approved as to Form by City Attorney RJM Date 06/11/2025

Oluwole Debajo

Liz Cedillo-Parera By City Manager

06/03/2025 Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255876

EFFECTIVE DATE

5-9-2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2024 JUN 12 AM 8:46
 RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS

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

Supplier Name: CentralSquare Technologies LLC Supplier No. VC22184

Subject: SOFTWARE MAINTENANCE AND REMOTE SUPPORT

Lead Dept: DALLAS WATER UTILITIES

Action Requested: 3-year contract for Enterprise Asset Management ("EAM") Software from CentralSquare Technologies, Inc. This contract will provide for remote maintenance and support of existing software licenses, which includes technical support as well as access to download software fixes, software updates, and new software releases when they become available. CentralSquare Technologies is a Sole-Source provider of EAM Software – the proper "sole-source" documents have been submitted. The cost of \$44,095.27 reflects all license fees for this 3-year contract.

Contract Number: DWU-2024-00023994 Contract Term: 08/01/2024 to 07/31/2027

Background: On August 1, 2022, DWU entered into a 2-year contract with TriTech Software Systems (Contract No. DWU-2022-00018778/AA No. 23-5653) for its software designed to fulfill federal regulation requirements for environmental compliance and inspection information. This contract will expire on July 31, 2024. DWU seeks the continued services of this exact software, but TriTech Software Systems merged into CentralSquare Technologies, and CentralSquare has its own supplier number with the City. And the software is now known as Enterprise Asset Management Software. So a new contract, instead of a Supplemental Agreement, is needed

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0061	SDM	4728	SD01	3438	N/A	MASC DWU-2024-00023994	\$44,095.27	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$44,095.27

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



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

[Handwritten signature]

By Department Director

5-7-2024

Date

Diana Gutknecht

Diana Gutknecht (Jun 11, 2025 15:35 CDT)

Approved as to Form by City Attorney

06/11/2025

Date

[Handwritten signature]

By City Manager

5/9/24

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255877

EFFECTIVE DATE

06/11/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN 12 AM 11:59

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

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

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

Supplier Name: Brio Services, LLC dba Brio Consulting, LLC Supplier No. VS0000079707

Subject: Extension of Contract Term for Phase II

Lead Dept: Information and Technology Services

Action Requested: Authorize extension of Contract term for Phase II of the Enterprise Work Order and Asset Management System, until September 30,2026, to allow for work that was delayed due to COVID-19 Pandemic.

Contract Number: DSV-2018-00007294 Contract Term: 9/12/2018 to 9/30/2026

Background: The citywide Enterprise Work Order and Asset Management System (EWAMS) was approved via CR No. 17-0176; Phase II was approved by CR No. 18-1266. EWAMS replaced multiple disparate systems to allow for the identification of capital assets, and also supports maintenance of the capital assets.

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

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0198	DSV	1665		3070		MASC DSV-2018-00007294	\$0.00	
Financing: Data Services Fund							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	3	18-1266	10/12/2018	\$6,503,686.00	\$1,625,530.00	\$8,129,216.00	25%

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

Tawisha Dorsey
By Department Director

05/27/2025
Date

Diana Gutknecht
Diana Gutknecht (Jun 11, 2025 11:40 CDT)
Approved as to Form by City Attorney -- DMG
06/11/2025
Date

Donnell Simpson
By City Manager

06/11/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255878
EFFECTIVE DATE

Jun 12, 2025 *WS*

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN 12 AM 11:55

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

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

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

Supplier Name: Collective Growth Designs LLC dba Collective Growth Supplier No. VC33499

Subject: Supplemental Agreement No. 2 to the Consultant Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 2 to the contract with Collective Growth Designs LLC dba Collective Growth to extend the contract term to September 30, 2025, for continued strategic planning consultant services to assist with the development of a strategic vision and organizational strategic plan for the operations of the in-house legal department for the City of Dallas. No additional cost.

Contract Number:	ATT-2024-00026182	Contract Term:	9/30/2024	to	9/30/2025
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Background: Collective Growth Designs LLC dba Collective Growth provides strategic planning consultant services to help further develop a strategic vision and plan for the City Attorney's Office. This Supplemental Agreement No. 2 will extend the contract term to September 30, 2025. No additional cost.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ATT	1308		3070		MASC ATT-2024-00026182	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	24-6263	9/26/2024	\$48,000.00	\$0.00	\$48,000.00	%

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

Ayeh Powers
Ayeh Powers (Jun 11, 2025 17:50 CDT)
By Department Director

Jun 11, 2025
Date

Willow Sanchez
Willow Sanchez (Jun 12, 2025 11:10 CDT)
Approved as to Form by City Attorney WS

Jun 12, 2025
Date

Kimberly Tolbert
Kimberly Tolbert (Jun 12, 2025 09:47 CDT)
By City Manager

Jun 12, 2025
Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255879

EFFECTIVE DATE

6/11/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
JUN 12 AM 11:57

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

Supplier Name:	Sandfar Inc. dba Feather Laundry	Supplier No.:	VS100663
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Subject: Ratification of payment for emergency laundry services

Lead Dept: OFFICE OF HOMELESS SOLUTIONS Office of Homeless Solutions (OHS)

Action Requested: Authorize the ratification payment to Sandfar Inc. dba Feather Laundry for emergency laundry services necessary to preserve public health of the citizens of the city provided for the inclement weather shelter service locations in the amount of \$16,471.91, approved by the Office of Procurement Services as authorized by AD 4-05 Section 10.5.2.

Contract Number:	OHS-2025-00027621	Contract Term:	to	
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Background: Under AD 4-05 Section 10.5.2(A)(2), emergency procurements are allowed when it is necessary to preserve the public health of the citizens of the city. The emergency procurement process is detailed in AD 4-05 Section 10.5.2. Sandfar inc. dba Feather Laundry was chosen via emergency procurement to provide laundry services for the inclement weather shelter locations. This ratification was reviewed and approved by the Office of Procurement Services.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	MGT	4311		3099		- OHS-2025-00027621	\$16,471.91
							-	\$0.00
							-	\$0.00
Financing:							TOTAL:	\$16,471.91

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

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

Christine Crossley
Christine Crossley (Jun 11, 2025 09:35 CDT)
By Department Director

06/11/2025
Date

Stephen McFayden
Approved as to Form by City Attorney SGM

06/11/2025
Date

Alina Ciocan
Alina Ciocan (Jun 11, 2025 11:50 CDT)
By City Manager

06/11/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255880

EFFECTIVE DATE

Jun 4, 2025

RECEIVED
JUN 13 AM 9:4
CITY SECRETARY
DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: On the Level Installations, Inc. Supplier No. VS91621

Subject: General Art Handling and Installation for Large Projects

Lead Dept: Office of Arts & Culture

Action Requested: Authorize a Supplemental Agreement No. 1 to add \$7,500.00 and extend by 6 months the current contract with On the Level Installations, Inc. for as needed, when needed art handling and installation of large projects in the Public Art collection. The Conservator has prepared a preliminary quote and confirmed the appropriate procedures.

Contract Number:	OCA-2023-00021635	Contract Term:	3/15/2023	to	3/30/2026
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Background: Using BKZ20-00010790 Art Conservation Services RFQ qualified conservators, informal proposals were requested. On the Level Installations Inc.'s is the most advantageous.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804	CA04	3070		MASC OCA-2023-00021635	\$7,500.00
Financing: General Fund						TOTAL:	\$7,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	23-5694	3/13/2023	\$30,000.00	0	\$37,500.00	25%

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

Martine Philippe (Jun 4, 2025 13:47 CDT)

By Department Director

Jun 4, 2025

Date

Victoria Giesbrecht (Jun 4, 2025 14:20 CDT)

Approved as to Form by City Attorney

Jun 4, 2025

Date

By City Manager

Jun 4, 2025

Date

VG



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255881

EFFECTIVE DATE

Jun 12, 2025

RECEIVED
CITY SECRETARY'S
DALLAS, TEXAS
2025 JUN 13 AM 9:53

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Brown Mountain Art Restoration (Conservator) Supplier No. VC25386

Subject: General Art Handling and Installation for Small Projects

Lead Dept: Office of Arts & Culture

Action Requested: Authorize Supplemental Agreement No. 1 to add \$11,250.00 and extend by 6 months the current contract with Brown Mountain Art Restoration for as needed, when needed art handling and installation of small projects in the Public Art collection. The Conservator has prepared a preliminary quote and confirmed the appropriate procedures.

Contract Number:	OCA-2023-00021186	Contract Term:	3/15/2023	to	3/30/2026
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Background: Using BKZ20-00010790 Art Conservation Services RFQ qualified conservators, informal proposals were requested. Brown Mountain Art Restoration is the most advantageous.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804	CA04	3070		MASC OCA-2023-00021186	\$11,250.00
Financing: General Fund						TOTAL:	\$11,250.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	23-5634	3/15/2023	\$45,000.00	0	\$56,250.00	25%

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

Martine Philippe (Jun 12, 2025 10:52 CDT)

By Department Director

Jun 12, 2025

Date

Approved as to Form by City Attorney

SM

Jun 12, 2025

Date

By City Manager

Jun 12, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255882

EFFECTIVE DATE

06/13/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
JUN 13 PM 2:21
CITY SECRETARIAL
DALLAS, TEXAS

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

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

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

Supplier Name: Plan T Supplier No. _____

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize the Beautification Agreement with Plan T to implement beautification projects at Westmoreland Park. This includes site preparation through excavation, seasonal plantings, weeding, mulching, irrigation installation, site monitoring, and litter removal, all to be executed by subcontractors. This is at no cost to the city. Contact: Shana Hamilton 214-670-8641

Contract Number: PKR-2025-00027277 Contract Term: 6/14/2025 to 6/13/2026

Background: Plan T is a non-profit that is committed to enhancing the beauty of Westmoreland Park through a series of beautification projects such as creating a tiny forest in the NW Corner, maintaining floral display, weeding, irrigation, and mulching throughout the park.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						PKR-2025-00027277	\$0.00
Financing:						TOTAL:	\$0.00

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

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

By Department Director

06/13/2025

Date

Approved as to Form by City Attorney

06/13/2025

Date

Olufundebajo

Liz Cadillo-Perera

By City Manager

06/13/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255883

EFFECTIVE DATE

06/04/2025

RECEIVED
2025 JUN 13 PM 2:32
CITY SECRETARY
DALLAS, TEXAS

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

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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Uptown Dallas, Inc. Supplier No. _____

Subject: Supplemental Agreement #3

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement #3 with Uptown Dallas, Inc. to amend existing agreement to reimburse Uptown Dallas, Inc. for electrical improvements at Griggs Park and allow purchase and installation of shade structures at no cost to the city. Contact: Alexandra Laury – 214-670-1706

Contract Number:	PKR-2025-00026566	Contract Term:	NTP	to	12/1/2025
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Background: Uptown Dallas Inc applied for partnership match funds from 2017 bond funds to provide electrical upgrades completed in 2023. In addition, Uptown Dallas Inc has approved funds within their budget to purchase and install shade structures at Griggs Park. This agreement will authorize reimbursement for electrical improvements and authorization of shade structure installation. Original construction, renovation and maintenance agreement. CT PKR-10019214; 11-0164 1-12-11

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V00	PKR	VB27	RFSI	4599	PK17VB27	CX PKR-2025-00026566	\$40,000.00	
						-		
						-		
Financing:							TOTAL:	\$40,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	3	11-0164	1/12/11				%

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

Ryan O'Connor
Ryan O'Connor (Jun 4, 2025 12:31 CDT)
By Department Director

06/04/2025
Date

Christine Lanners
Christine Lanners (Jun 11, 2025 16:35 CDT)
Approved as to Form by City Attorney

06/11/2025
Date

Olivia Ardebajo

Liz Cedillo-Perera
By City Manager

06/04/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255884
EFFECTIVE DATE

June 12, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 16 AM 9:35
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Dallas Symphony Association, Inc. Supplier No. 956329

Subject: Supplemental Agreement # 1 to License (Use) Agrt for Meyerson Symphony Center (2025 Dallas City Council Inauguration)

Lead Dept: MGT - Office of Government Affairs

Action Requested: Authorize a supplement agreement (amendment) to original license agreement. Amendment includes the removal of one row of stage risers.

Contract Number: OGA-2025-00027693 Contract Term: 5/1/2025 to 9/30/2025

Background: Amendment to initial contract made to include the removal of one row of stage risers. This comes at the request of the City Manager's Office to adhere to an ADA accommodation for an elected official. After receiving quotes for venue services from three location vendors, the Morton H. Meyerson Symphony Center was selected to serve as the venue for the Mayor and City Council Inauguration ceremony to host the 2025 City Council Inauguration ceremony.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1991	OF01	3099		OGA-2025-00027693	\$1,500.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$1,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	25-5673	5/15/2025	\$4,800.00	0	\$6,300.00	31.25%

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

Jaye Anderson (Jun 12, 2025 19:21 CDT)
By Department Director

06/12/2025
Date

Willow Sanchez
Approved as to Form by City Attorney WS
06/13/2025
Date

Elizabeth Saab (Jun 12, 2025 21:16 CDT)
By City Manager
06/12/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255885

EFFECTIVE DATE

06/13/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 16 AM 9:35
CITY SECRETARY
DALLAS, TEXAS

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

Supplier Name:	Mentalix, Inc	Supplier No.:	VS86050
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Subject: Fed Submit Fingerprint Software

Lead Dept: Information and Technology Services

Action Requested: Authorize the purchase of licenses, installation and services for the implementation of Mentalix's Fed Submit fingerprint solution pursuant to Government Services Administration (GSA) contract GS-07F-0014V.

Contract Number:	DSV-2025-00027171	Contract Term:	5/1/2025	to	4/30/2026
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Background: This is a turn-key solution for electronically capturing fingerprints and mugshots and submitting them to TX DPS and the FBI. This system is capable of adult, juvenile, sex offender, and applicant submissions. The Marshal's Office will use the equipment to scan fingerprints of the arrestee. These scans are required by law to verify identity and determine if an individual has been handled for family violence or violent crimes. The first year of annual maintenance support is included with installation & staff training.

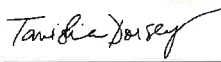
HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/passcmb/search/>

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	MSH	1060		4731		MASC DSV-2025-00027171	\$24,600.00
	0G88	CTS	1064		4731		MASC DSV-2025-00027171	\$24,600.00
Financing: Security Fee & General Funds							TOTAL:	\$49,200.00

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


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


By Department Director


Feb 13, 2025
Date


Approved as to Form by City Attorney DMG

06/13/2025
Date


By City Manager

06/13/2025
Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION 255886 EFFECTIVE DATE
		6/10/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: **Nayeb Management, LLC** Supplier No. **VC0000034252**

Subject: **Property Management Agreement – 13305-13331 Montfort Drive**

Lead Dept: **Facilities and Real Estate Management**

Action Requested: **Authorize a one-year Property Management Agreement between City of Dallas and Nayeb Management, LLC for the City-owned property located at 13305-13331 Montfort Drive.**

Contract Number:	FRM-2025-00027549	Contract Term:	5/28/2025	to	5/27/2026
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Background: **On March 26, 2026, the City Council authorized the acquisition of 13305-13331 Montfort Drive by Resolution No. 25-0451 and the assumption of the property management contract.**

HUB Check appropriate Box <https://mycpa.statetx.us/tpas/scmb1search/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0552	PKR	191		3070		- PKR-2025-00027549	\$54,000.00	
						-		
						-		
Financing:							TOTAL:	\$54,000.00

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

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

 Ashley Eubanks <small>Ashley Eubanks (Jun 5, 2025 01:15 CDT)</small> (for) By Department Director	Date 06/05/2025  By City Manager	Approved as to Form by City Attorney 06/10/2025 Date	 Consuelo Rios Tankersley <small>Consuelo Rios Tankersley (Jun 10, 2025 13:09 CDT)</small> Approved as to Form by City Attorney 06/10/2025 Date
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RECEIVED
 2025 JUN 16 AM 9:37
 CITY SECRETARY
 DALLAS, TEXAS



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255887

EFFECTIVE DATE

06/16/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2025 JUN 16 PM 17
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name:	REKJ BUILDERS, LLC – Contractor ELIDA DELEON – Homeowner	Supplier No.:	VC20926
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Subject: Dallas Tomorrow Fund (DTF)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 2 to amend the contract with ELIDA DELEON and REKJ BUILDERS, LLC. for repairs at 3602 POINSETTIA DR., Dallas, TX, 75211 and increase funds in the amount of \$1,820.00, add additional services from Change Order #1, and extend the contract for one year.

Contract Number:	HOU-2024-00025638	Contract Term:	July 19, 2024	to	November 16, 2025
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Background: On March 27, 2024, the Dallas City Council approved Ordinance No. 31142, which amended Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code"), changing the process of referring persons determined financially unable to repair or rehabilitate their property or premises in compliance with the Code. DTF must be used for the sole purpose of rehabilitating and /or repairing properties and premises in the city for persons who are found unable to financially comply with notice of violation issued by the director under Section 27-16 of the Code. Funding for the repairs/ rehabilitation is derived from the Contract for Services executed between the City and Contractor, as authorized by City Council Resolution No. 24-0421, approved on March 27, 2024. Homeowner meets the requirements of Chapter 27 Sec. 16-13-16.23 of the Dallas City Code ("Code").

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0472	HOU	1042		3100	DTF	DO CX HOU-2024-00025638	\$1,820.00
	Financing:						TOTAL:	\$1,820.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:	SA2	24-5982	07/19/2024	\$18,476.00	\$-315.00	\$19,981.00	11%

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

Tim Wickes

06/13/2025

Victoria Giesbrecht

06/16/2025

By Department Director

Date

Approved as to Form by City Attorney

Date

Victoria Giesbrecht

06/16/2025

VG

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255888

EFFECTIVE DATE

Jun 16, 2025

STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Michael Roy v. City of Dallas*, Cause No. DC-24-04669 – Not to exceed \$10,000

Contract Number: ATT-2025-00028081 Contract Term: 6/4/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Michael Roy v. City of Dallas*, Cause No. DC-24-04669. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028081	\$10,000.00	
Financing:							TOTAL:	\$10,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 11:11 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 13:05 CDT)
Approved as to Form by City Attorney

Jun 16, 2025
Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Jun 16, 2025 12:35 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255889

EFFECTIVE DATE

Jun 16, 2025 STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Jorge Blando v. City of Dallas*, Cause No. CC-25-00936-D – Not to exceed \$10,000

Contract Number:	ATT-2025-00028083	Contract Term:	6/4/2025	to	*Indefinite
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Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Jorge Blando v. City of Dallas*, Cause No. CC-25-00936-D. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028083	\$10,000.00	
Financing:							TOTAL:	\$10,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 11:10 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 13:06 CDT)
Approved as to Form by City Attorney

Jun 16, 2025
Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Jun 16, 2025 12:34 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255890

EFFECTIVE DATE

Jun 16, 2025

STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Tatanya Jones v. City of Dallas*, Cause No. DC-25-02787 – Not to exceed \$15,000

Contract Number: ATT-2025-00028084 Contract Term: 6/4/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Tatanya Jones v. City of Dallas*, Cause No. DC-25-02787. Not to exceed \$15,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028084	\$15,000.00	
						-		
						-		
Financing:							TOTAL:	\$15,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 11:09 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 13:07 CDT)
Approved as to Form by City Attorney

Jun 16, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 16, 2025 12:34 CDT)
By City Manager

Jun 16, 2025
Date

STF



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255891

EFFECTIVE DATE

Jun 16, 2025 STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Amanda Davie v. City of Dallas*, Cause No. DC-24-17280 – Not to exceed \$10,000

Contract Number:	ATT-2025-00028086	Contract Term:	6/4/2025	to	*Indefinite
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Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Amanda Davie v. City of Dallas*, Cause No. DC-24-17280. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028086	\$10,000.00	
Financing:							TOTAL:	\$10,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 11:09 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 13:08 CDT)
Approved as to Form by City Attorney STF Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 16, 2025 12:34 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255892

EFFECTIVE DATE

Jun 16, 2025 *WS*

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Best Best & Krieger LLP Supplier No. VS0000075271

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Best Best & Krieger LLP (BBK) to provide legal representation to the City of Dallas in connection with the Hiline at Illinois, an affordable housing and economic development project. BBK's fees will be paid by the developer, Generation Housing Partners, LLC or its affiliate ("Developer") at the financial closing of the Project. No cost to the city.

Contract Number: ATT-2025-00027891 Contract Term: 5/13/2025 to *Indefinite

Background: Best Best & Krieger LLP will provide legal representation to the City of Dallas in connection with the Hiline at Illinois, an affordable housing and economic development project. The Firm will be paid on an hourly rate basis as provided in the Engagement Letter attached to the Contract by the developer of the project. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						MASC ATT-2025-00027891	\$0.00	
Financing:							TOTAL:	\$0.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 16:54 CDT)
By Department Director

Jun 13, 2025
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Jun 16, 2025
Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Jun 16, 2025 13:34 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255893

EFFECTIVE DATE

Jun 16, 2025 *WS*

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARIAL
DALLAS, TEXAS
JUN 16 PM 4:00

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

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

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

Supplier Name: Best Best & Krieger LLP Supplier No. VS0000075271

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Best Best & Krieger LLP (BBK) to provide legal representation to the City of Dallas in connection with the Braniff Lofts - NOFA Project, an affordable housing and economic development project. BBK's fees will be paid by the developer, Sycamore Strategies, LLC or its affiliate ("Developer") at the financial closing of the Project. No cost to the city.

Contract Number: ATT-2025-00027898 Contract Term: 5/13/2025 to *Indefinite

Background: Best Best & Krieger LLP will provide legal representation to the City of Dallas in connection with the Braniff Lofts - NOFA Project, an affordable housing and economic development project. The Firm will be paid on an hourly rate basis as provided in the Engagement Letter attached to the Contract by the developer of the project. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MASC ATT-2025-00027898	\$0.00
Financing:						TOTAL:	\$0.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 16:57 CDT)
By Department Director

Jun 13, 2025
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Jun 16, 2025
Date

Kimberly Bizer-Folbert
Kimberly Bizer-Folbert (Jun 16, 2025 13:34 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255894

EFFECTIVE DATE

Jun 16, 2025 STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXA
JUN 16 PM 4:00

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Jonathan Weidler v. City of Dallas*, Cause No. DC-25-01524 – Not to exceed \$10,000

Contract Number: ATT-2025-00028080 Contract Term: 6/4/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Jonathan Weidler v. City of Dallas*, Cause No. DC-25-01524. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028080	\$10,000.00	
Financing:							TOTAL:	\$10,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 11:12 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 14:12 CDT)
Approved as to Form by City Attorney

Jun 16, 2025
Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Jun 16, 2025 13:32 CDT)
By City Manager

Jun 16, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255895

EFFECTIVE DATE

Jun 16, 2025 STF

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Deborah Johnson v. City of Dallas*, Cause No. DC-24-09482 – Not to exceed \$10,000

Contract Number:	ATT-2025-00028087	Contract Term:	6/4/2025	to	*Indefinite
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Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Deborah Johnson v. City of Dallas*, Cause No. DC-24-09482. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028087	\$10,000.00	
Financing:							TOTAL:	\$10,000.00

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

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

Ayeh Powers
Ayeh Powers (Jun 13, 2025 16:32 CDT)
By Department Director

Jun 13, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 16, 2025 14:46 CDT)
Approved as to Form by City Attorney

Jun 16, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 16, 2025 13:33 CDT)
By City Manager

Jun 16, 2025
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255896

EFFECTIVE DATE

Apr 23, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Pasos for Oak Cliff, A Non-Profit Corporation Supplier No. VC30250

Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested: The Pasos All Stars Program is an arts and education initiative blending sneaker design, filmmaking, and—new for 2025—digital design, with literacy and math instruction to empower Dallas high school students. The program offers free, accessible education with priority enrollment for underserved youth. With the support of the ArtsActive 2025 grant, the program aims to expand from 34 to 50 students, providing meals, materials, and digital design tools. Structured in two cycles, the summer intensive features daily instruction in art, literacy, and math aligned to students' creative disciplines. Students will present their draft projects during a showcase. Students meet twice monthly to complete their work, culminating in a final showcase. Professional artists—including designers from Nike and the Dallas Mavericks, filmmakers, and muralists—guide students through storytelling and technical skills. Projects include custom sneakers, short films on local issues, and narrative-driven digital designs. By integrating artistic expression with academic development and career readiness, the Pasos All Stars Program offers youth in Oak Cliff a transformative learning experience. Public showcases foster community pride and support, reinforcing the program's mission to close learning gaps through creativity and culture.

Contract Number: OCA-2024-00025981 (CR-00027743) Contract Term: AA Effective Date to 9/15/2025

Background: The fee for this service is \$13,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,250 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$6,500 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,250, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$13,000.00
Financing: General Fund						TOTAL:	\$13,000.00

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

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

Martine Schuppe (Apr 22, 2025 18:36 CDT)
By Department Director

Apr 22, 2025
Date

Stephan McFayden
Approved as to Form by City Attorney

Apr 23, 2025
Date

Liz Cedillo-Perencia
By City Manager

Apr 23, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255897

EFFECTIVE DATE

May 20, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Team Take Action Supplier No. VC0000034339

Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested:
The Revive the Culture HBCU Summer Band Camp is a two-week performing arts program designed to immerse Dallas middle and high school students in the rich traditions of Historically Black Colleges and Universities (HBCUs). The camp is a collaboration between Take Team Action and The Texas Supremacy of Music & Arts Conservatory (TSMAC). The program offers students—primarily from socio-economically disadvantaged backgrounds—hands-on training in HBCU-style marching band, dance, and cheerleading under the guidance of certified local band and dance directors, along with HBCU-affiliated professionals. Sessions run Monday through Thursday from 4:00 PM to 8:00 PM, culminating in a live showcase for families and the community. Over 300 students from 18 Dallas-area schools will participate, gaining artistic skills, confidence, and a deeper connection to African American cultural traditions. The camp addresses limited access to quality arts education in underserved communities, using culturally relevant instruction to foster creativity, academic growth, and social-emotional development. With strong mentorship and community support, the program is a significant investment in the future of urban performing arts and youth empowerment in Dallas.

Contract Number: OCA-2024-00025981 (CR-00027731) Contract Term: AA Effective Date to 9/15/2025

Background:
The fee for this service is \$12,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$6,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$12,000.00
Financing: General Fund						TOTAL:	\$12,000.00

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

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

Martine Philippe (May 19, 2025 12:47 CDT)
By Department Director

May 19, 2025
Date

Suzanne Knuppel (May 20, 2025 15:25 CDT)
Approved as to Form by City Attorney

May 20, 2025
Date

Liz Cedillo-Perez
By City Manager

May 20, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255898

EFFECTIVE DATE

06/16/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED JUN 17 PM 12:13 CITY SECRETARY DALLAS, TEXAS

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

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

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

Supplier Name: Carahsoft technology Corp. Supplier No. VS0000009713

Subject: Ventas Professional Software Services

Lead Dept: Information & Technology Services

Action Requested: Authorize a one-year contract for the Ventas professional Software Services through DIR-CPO-5175 Cooperative contract.

Contract Number: DSV-2025-00027382 Contract Term: Upon execution to 12 months

Background: This procurement would allow for professional services to maintain and support the City's Real Estate Management Program. This also allows for disposition of land including lots, parcels, and easements. This also grants permission to eligible patrons to make card payments on the portal.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3070		DSV-2025-00027382	\$49,865.05
Financing: Data Services						TOTAL:	\$49,865.05

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

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

Mar 27, 2025

06/17/25

Tawfik Jasef
By Department Director

Date

Kay W. ...
Approved as to Form by City Attorney

06/16/2025

RJM

Date

[Signature]
By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255899

EFFECTIVE DATE

04/16/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name:	Punch Buggy Productions, Inc.	Supplier No.	VC20045
Subject:	Race Production and Management		
Lead Dept:	Parks & Recreation		

Action Requested: Authorize and encumbrance of \$7,500.00 with Punch Buggy Productions, Inc. The vendor will produce workout training and coordinate multiple races at different facilities during the Spring, Summer and Fall. Services will include all race training setup and logistics, sanctioning, registration and equipment, scholarship for 15 youth and additional items listed on the attached proposal.
Contact: Carnell Livingston – (214) 670 -1926

Contract Number:	PKR 2025-00027636	Contract Term:	6/22/2025	to	6/21/2026
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Background: Punch Buggy Productions, Inc. is a 501(c)(3) not for profit organization. The organization was founded to encourage the community to get active and educate the public on healthy lifestyle and nutrition habits. They are dedicated and enthusiastic in their belief that physical fitness builds a path to a greater quality of life.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5161		3071		MASC PKR-2025-00027636	\$2,500.00
0001	PKR	5040		3071		-	\$2,500.00
0001	PKR	5113		3071		-	\$2,500.00
Financing:						TOTAL:	\$7,500.00

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

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

Crystal Ross (Apr 16, 2025 12:15 CDT)
By Department Director

04/16/2025
Date

Approved as to Form by City Attorney

06/17/2025
Date

Olindo Arribas

04/16/2025
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255900

EFFECTIVE DATE

06/10/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 2%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 18 AM 10:15
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: SHI Government Solutions Inc Supplier No. 502145

Subject: Commvault Cloud Backup & Recovery Subscription

Lead Dept: Information & Technology Services

Action Requested: Authorize a one-year cooperative agreement through through the DIR-TSO-4317.

Contract Number: DSV-2025-00027214 Contract Term: 4/30/2025 to 4/29/2026

Background: This cooperative purchasing agreement will provide continuous access to the Commvault Cloud Backup & Recovery Subscription. The Commvault for Salesforce is a cloud-based data protection solution that allows users to back up and restore critical Salesforce data. It protects key data like standard objects, custom objects, documents, attachments, and metadata. This would allow for all users to continue to protect their Salesforce data across all Salesforce environments such as production and sandbox environments.

HUB
Check appropriate Box
<https://mycpa.ca.pa.state.tx.us/t/passcblsearch/>

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3440		DSV-2025-00027214	\$72,855.00
Financing: Data Services						TOTAL:	\$72,855.00

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

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

Tamara Dorsey

Feb 25, 2025

Roy McAnelly

06/12/2025

By Department Director

Date

Approved as to Form by City Attorney

Date

Clayton Ripper

06/10/2025

RJM

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255901

EFFECTIVE DATE

Jun 17, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 10%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2025 JUN 18 AM 12:00

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

Supplier Name:	OnAim Conservation LLC (Conservator)	Supplier No.	VC22757
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Subject:	Conservation and Maintenance of Small Iron Artwork
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Lead Dept:	Office of Arts & Culture
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Action Requested:	Authorize Supplemental Agreement No. 1 to add \$4,500.00 and extend by 6 months the current contract with OnAim for as needed, when needed conservation and rust remediation of small, iron sculptures in the City-owned Public Art collection. The Conservator has prepared a preliminary quote and confirmed the appropriate procedures.					
	Contract Number:	OCA-2023-00021192	Contract Term:	3/8/2023	to	3/30/2026

Background: Using BKZ20-00010790 Art Conservation Services RFQ qualified conservators, informal proposals were requested. OnAim is the most advantageous.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804	CA04	3070		MASC OCA-2023-00021192	\$4,500.00
Financing:						TOTAL:	\$4,500.00
General Fund							

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	23-5616	3/2/2023	\$18,000.00	0	\$22,500.00	25%

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

Martine Philippe (Jun 16, 2025 10:52 CDT)

By Department Director

Jun 16, 2025

Date

Approved as to Form by City Attorney

SGM

Jun 17, 2025

Date

By City Manager

Jun 17, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255902

EFFECTIVE DATE

05/01/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARIAL
DALLAS, TEXAS
2:25 JUN 18 PM '25

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

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

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

Supplier Name: Dallas Area Rapid Transit (DART) Supplier No. 232802

Subject: Amendment No. 2 to the Interlocal Agreement between the City of Dallas and Dallas Area Rapid Transit (DART) to add Lyft as an authorized provider to the On-Demand Transportation Service for the Joppa Neighborhood Interlocal Agreement.

Lead Dept: Department of Transportation and Public Works

Action Requested: Authorize Amendment No. 2 to the Interlocal Agreement between the City of Dallas and Dallas Area Rapid Transit (DART) to add Lyft as an authorized provider to the On-Demand Transportation Service for the Joppa Neighborhood Interlocal Agreement. This action has no cost consideration to the City.

Contract Number: TRN-2020-00014761 Contract Term: Winter 2021 to March 15, 2027

Background: On September 14, 2021, DART and the City entered into an Interlocal Agreement to provide "on-demand" transportation services for the residents of the Joppa Neighborhood during the construction of a pedestrian bridge over the Union Pacific Railroad tracks that parallel the existing Linfield vehicular bridge from Winter 2021 to Winter 2024. On August 1, 2024, DART and the City executed Amendment No. 1 to the Interlocal Agreement to increase the authorized destinations, number of trips allowed per day, and extend the term of the agreement to March 15, 2027. This amendment will authorize the addition of Lyft as an authorized provider for on-demand transportation services.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	\$0.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	20-1530	10-13-2020	\$500,000.00	\$0.00	\$500,000.00	0.00%

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

Ghassan Khankarli

By Department Director

05/01/2025

Date

Ashley Stockton

Ashley Stockton (Jun 18, 2025 11:21 CDT)

Approved as to Form by City Attorney

06/18/2025

Date

Dev Rastogi

By City Manager

05/01/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255903

EFFECTIVE DATE

June 11 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name: AT&T Enterprises, LLC Supplier No. 268653

Subject: AT&T Managed Services – Supplemental Agreement No. 63

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No. 63 for \$0.00 to network managed services agreement for services to City of Dallas for network transformation to cloud-based calling.

Contract Number:	DSV-2016-00000009	Contract Term:	12/14/2011	to	11/30/2026
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Background: AT&T will provide professional services for a hosted voice service that adds cloud-based calling as part of the migration from Call Manager to Cisco WebEx. These services are using existing contract dollars. The total is \$122,282.00. No increase to overall contract value.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1510		3050		MASC DSV-2016-00000009	\$0.00
Financing: No cost consideration							TOTAL: \$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	63	11-3343	12/14/2011	\$63,444,708.00	\$151,716,390.89	\$215,161,098.89	132%

Shelia Robinson

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

Tanisha Dorsey

By Department Director

June 05 2025

Date

Basel Alhasan

Basel Alhasan (Jun 11, 2025 14:06 CDT)

Approved as to Form by City Attorney

June 11 2025

B A


Date

Donzell Dizon

By City Manager

June 11 2025

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	255904
		EFFECTIVE DATE
		05/14/2025

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

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

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

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

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

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

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

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

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

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

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

Supplier Name: Casteel & Associates, Inc. **Supplier No.** VS0000070144

Subject: Repair and Refurbishment of Entrance Sign at Dallas Love Field (Mockingbird and Denton)

Lead Dept: Aviation

Action Requested: Authorize Administrative Action SA#1 in order to extend the term of the original Contract for one additional year. No additional funds are needed. No other revisions to Contract.

Contract Number:	AVI-2024-00024701	Contract Term:	4/29/2024	to	4/28/2026
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Background: The Vendor is requesting an extension of the current contract due to unforeseen obstacles and complications during this project. AVI has agreed to extend the Contract term for one additional year, so as to provide Vendor with sufficient time to complete the project. No additional funds are needed. No other revisions to Contract.

HUB Check appropriate Box

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

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

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




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

<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7718		3070		CX AVI-2024-00024701	\$0.00	
Financing: FY2024 Operating Fund							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	24-5827	5/9/2024	\$49,909.53	\$0.00	\$49,909.53	0%

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

 Patrick Carreno (May 14, 2025 09:10 CDT) By Department Director	05/14/2025 Date	 Diana Gutknecht (May 14, 2025 14:44 CDT) Approved as to Form by City Attorney - DMG	05/14/2025 Date
 Dev Restogi By City Manager	05/14/2025 Date		



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255905

EFFECTIVE DATE

Jun 12, 2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S
DALLAS, TEXAS
2025 JUN 18 PM 1:11

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

Supplier Name: OnAim Conservation LLC (Conservator) Supplier No. VC22757

Subject: Conservation and Maintenance of Small BRONZE Artwork

Lead Dept: Office of Arts & Culture

Action Requested: Authorize Supplemental Agreement No. 1 to add \$4,250.00 and extend by 6 months the current contract with OnAim for as needed, when needed conservation and rust remediation of small, bronze sculptures in the City-owned Public Art collection. The Conservator has prepared a preliminary quote and confirmed the appropriate procedures.

Contract Number:	OCA-2023-00021191	Contract Term:	3/8/2023	to	3/30/2026
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Background: Using BKZ20-00010790 Art Conservation Services RFQ qualified conservators, informal proposals were requested. OnAim is the most advantageous.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804	CA04	3070		MASC OCA-2023-00021191	\$4,250.00
Financing: General Fund						TOTAL:	\$4,250.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	23-5615	3/2/2023	\$17,000.00	0	\$21,250.00	25%

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

Martine Philippe (Jun 10, 2025 16:13 CDT) Jun 10, 2025 Jun 12, 2025
 By Department Director Date Approved as to Form by City Attorney SGM Date
 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

255906

EFFECTIVE DATE

06/13/2025

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name:	SUNWEST COMMUNICATIONS	Supplier No.:	VC25577
Subject:	NON-EMERGENCY RATIFICATION		
Lead Dept:	OFFICE OF COMMUNICATIONS & CUSTOMER EXPERIENCE/311		

Action Requested:	AUTHORIZE THE RATIFICATION PAYMENT OF \$7,500.00 TO SUNWEST COMMUNICATIONS		
	Contract Number:	PAO-2023-00022163	Contract Term:
			to

Background: CCX REQUESTED THE SERVICES OF SUNWEST COMMUNICATIONS TO PROVIDE CRISIS COMMUNICATION TRAINING FOR THE FORMER INTERIM CHIEF OF POLICE MICHAEL IGO REQUIRED BY EXECUTIVE LEADERSHIP TO COMPLETE.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	MGT	8658		3070		- PAO-2023-00022163	\$7,500.00
							-	\$0.00
							-	\$0.00
	Financing:						TOTAL:	\$7,500.00

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

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

D. J. [Signature]

By Department Director

06/13/2025

Date

Elizabeth Saab

By City Manager

Suzanne Knuppel
Suzanne Knuppel (Jun 18, 2025 14:13 CDT)

Approved as to Form by City Attorney

06/18/2025

Date

06/13/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255907

EFFECTIVE DATE

06/03/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 20 AM 10:39
CITY SECRETARY
DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Dallas Tennis Association	Supplier No.	516683
Subject:	Summer Camp		
Lead Dept:	PKR		

Action Requested: Authorizing a funding of \$10,000.00 with Dallas Tennis Association. This company will be providing summer tennis and educational sessions at 15 recreation centers for summer camp programming.
Contact: Christi Giles-Reed 214-670-0572

Contract Number:	PKR-2025-00027603	Contract Term:	NTP	to	12/31/2025
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Background: Dallas Tennis Association will provide tennis lessons for summer camp programming.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	PKR	5071	N/A	3099		MASC PKR-2025-00027603	\$10,000.00
							-	
							-	
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Crystal Ross (Jun 3, 2025 11:28 CDT)
By Department Director

06/03/2025
Date

Matthew Green (Jun 13, 2025 11:48 CDT)
Approved as to Form by City Attorney MRG

06/13/2025
Date

Oluwole Debajo

Liz Cadillo-Peravia
By City Manager

06/03/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255908

EFFECTIVE DATE

05/20/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 20
CITY SECRETARY'S OFFICE
DALLAS, TX

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Leonel Vela	Supplier No.	VC0000034294
----------------	-------------	--------------	--------------

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with Leonel Vela. The vendor will be providing boxing Classes program services for registered participants in any City of Dallas Recreation Center.
Contact: Brendan Collins: (214) 671-1668

Contract Number:	PKR-2025-00027808	Contract Term:	NTP	to	6/20/2026
------------------	-------------------	----------------	-----	----	-----------

Background: Contract fee instructors provide leisure, sports and health and wellness activity instruction

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:		PKR					N/A PKR-2025-00027808	70/30 Split
							-	\$0.00
							-	\$0.00
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Crystal Ross
Crystal Ross (May 14, 2025 09:23 CDT)
By Department Director

05/14/2025
Date

Matthew Green
Matthew Green (Jun 17, 2025 16:37 CDT)
Approved as to Form by City Attorney MRG

06/17/2025
Date

Oluwatoyin Odebajo
Oluwatoyin Odebajo

Liz Cadillo-Pereria
By City Manager

05/20/2025
Date

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

255909

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

EFFECTIVE DATE

06/18/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2025 JUN 20
 CITY SEC
 DALLAS, TX

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Abide Women's Health Services, Inc Supplier No. VC31859

Subject: Authorize a contract amendment to extend the contract term to November 1, 2025, incorporate Exhibit F – Business Associate Agreement, and reaffirm all other terms of the existing agreement between the City of Dallas and Abide Women's Health Services, Inc.

Lead Dept: ECO

Action Requested: Authorize the execution of Supplemental Agreement No. 2 to Conditional Grant Agreement SBC-2024-00024105 between the City of Dallas and Abide Women's Health Services, Inc., to extend the Contract through November 1, 2025 for the purpose of compliance review; Incorporate Exhibit F – Business Associate Agreement (BAA) in its entirety to facilitate HIPAA-compliant access to client records; affirm that all other provisions of the original contract and previous amendments remain in effect.

Contract Number: SBC-2024-00024105 Contract Term: May 1, 2024 to November 1, 2025

Background: The City of Dallas executed a Conditional Grant Agreement with Abide Women's Health Services, Inc through the South Dallas/Fair Park Opportunity Fund (SDFPOF). This contract supports service delivery to residents within the SDFPOF designated service areas. For the City to conduct compliance reviews and verify that at least 90% of clients serves reside in the designated areas, City Staff may need to access client records. These records could contain protected health information (PHI), and a Business Associate Agreement (BAA) is required to comply with HIPPA regulations. Supplemental Agreement No.2 includes this BAA as an exhibit, updates department references following the City's internal realignment, and extends the contract term to accommodate compliance activities.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmlbasearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							-	\$0.00
							-	\$0.00
							-	\$0.00
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	246298	05-01-24	\$52,000.00	N/A	0.00	0%


Kevin Spath (Jun 17, 2025 12:57 CDT)
By Department Director

06/17/2025

Date

 06/20/2025
Approved as to Form by City Attorney Date


By City Manager

06/18/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255910

EFFECTIVE DATE

Jun 18, 2025 BA

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 AM 10:07
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Law Office of Scott D. Bergthold, PLLC Supplier No. VC15298

Subject: Payment Authorization for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a final payment to the Law Office of Scott D. Bergthold, PLLC, for legal services rendered to the City of Dallas in connection with the lawsuit styled *Association of Club Executives, Inc. et al. v. City of Dallas*, N.D. Tex. No. 3:22-cv-00177-M, and/or the City's regulation of sexually oriented businesses – Total not to exceed \$50,000.

Contract Number: ATT-2025-00027993 Contract Term: N/A to N/A

Background: The Law Office of Scott D. Bergthold, PLLC provided legal services to the City of Dallas in connection with the lawsuit styled *Association of Club Executives, Inc. et al. v. City of Dallas*, N.D. Tex. No. 3:22-cv-00177-M, and/or the City's regulation of sexually oriented businesses. Payment will cover the balance of Invoice # 57025 in the amount of \$8,400 and Invoice # 57046 in the amount of \$41,600 (attached). Total not to exceed \$50,000.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3033		MASC ATT-2025-00027993	\$50,000.00	
						-		
						-		
Financing:							TOTAL:	\$50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 17, 2025 17:31 CDT)
By Department Director

Jun 17, 2025
Date

Basel Alhasan
Basel Alhasan (Jun 18, 2025 15:21 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 18, 2025 14:56 CDT)
By City Manager

Jun 18, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255911

EFFECTIVE DATE

6-20-2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 AM 11:58
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Lion of Judah Montessori	Supplier No.	VC0000034402
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Subject: Contract Preparation

Lead Dept: Office of Community Care and Empowerment

Action Requested: Authorize a contract with Lion of Judah Montessori for the Community Development Block Grant (CDBG) Drivers of Poverty Childcare Program in the amount of \$50,000.00

Contract Number:	OCC-2025-00026327	Contract Term:	12-11-2024	to	9-30-2026
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Background: Community Development Block Grant (CDBG) Drivers of Poverty Childcare Program will provide subsidy payments to childcare providers chosen by the eligible parents for childcare assistance. The above two Drivers of Poverty were chosen based on community feedback and the need to bridge disparities among the most vulnerable residents and advancing equity. The goal is to reducing/eliminating barriers to work and provide access to affordable childcare.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	807K	MGT	CD24		3070		- OCC-2025-00026327	\$50,000.00
							-	\$0.00
							-	\$0.00
Financing:							TOTAL:	\$50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Galleghaw (Jun 20, 2025 10:48 CDT)

By Department Director

06/20/2025

Date

Veronica Barboza

Approved as to Form by City Attorney VB

06/20/2025

Date

Liz Cedillo-Perena

By City Manager

06/20/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255912

EFFECTIVE DATE

Jun 18, 2025 STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Shelly Aviles and Oswaldo Martinez v. City of Dallas*, Cause No. DC-24-19819 – Not to exceed \$15,000

Contract Number:	ATT-2025-00028079	Contract Term:	6/4/2025	to	*Indefinite
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Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Shelly Aviles and Oswaldo Martinez v. City of Dallas*, Cause No. DC-24-19819. Not to exceed \$15,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0192	ORM	3890		3047		MASC ATT-2025-00028079	\$15,000.00
						-	
						-	
Financing:						TOTAL:	\$15,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 16, 2025 14:48 CDT)
By Department Director

Jun 16, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 14:58 CDT)
Approved as to Form by City Attorney STF Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Jun 18, 2025 14:53 CDT)
By City Manager

Jun 18, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255913

EFFECTIVE DATE

Jun 18, 2025 STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes N/A

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Ricardo Estrada v. City of Dallas*, Cause No. DC-25-01503 – Not to exceed \$10,000

Contract Number: ATT-2025-00028091 Contract Term: 6/12/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Ricardo Estrada v. City of Dallas*, Cause No. DC-25-01503. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028091	\$10,000.00	
						-		
						-		
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 16, 2025 13:58 CDT)
By Department Director

Jun 16, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 14:55 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 18, 2025 14:48 CDT)
By City Manager

Jun 18, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255914

EFFECTIVE DATE

Jun 18, 2025 STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
JUN 23 AM 9:39
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Sharon Evans-Scott v. City of Dallas*; Cause No. DC-25-01516– Not to exceed \$15,000

Contract Number: ATT-2025-00027998 Contract Term: 5/2/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Sharon Evans-Scott v. City of Dallas*; Cause No. DC-25-01516. Not to exceed \$15,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00027998	\$15,000.00	
Financing:							TOTAL:	\$15,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 16, 2025 14:16 CDT)
By Department Director

Jun 16, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 14:56 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Alzor-Tolbert
Kimberly Alzor-Tolbert (Jun 18, 2025 14:52 CDT)
By City Manager

Jun 18, 2025
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255915

EFFECTIVE DATE

Jun 18, 2025 STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 AM 10:15
CITY SECRETARY'S
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Christian Hernandez v. City of Dallas*, Cause No. CC-24-06506-C – Not to exceed \$10,000

Contract Number: ATT-2025-00028092 Contract Term: 6/12/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Christian Hernandez v. City of Dallas*, Cause No. CC-24-06506-C. Not to exceed \$10,000.
*The City Attorney can terminate the contract with 10 days' notice to the Consultant.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0192	ORM	3890		3047		MASC ATT-2025-00028092	\$10,000.00
						-	
						-	
Financing:						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 17, 2025 17:27 CDT)
By Department Director

Jun 17, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 15:02 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 18, 2025 14:55 CDT)
By City Manager

Jun 18, 2025
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255916

EFFECTIVE DATE

Jun 18, 2025 STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 35%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 AM 11:03
CITY SECRETARY
DALLAS, TX

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: North American Consultants, Inc. Supplier No. VC33274

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with North American Consultants, Inc. to provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Isabela Rodriguez et al. v. City of Dallas*, Cause No. CC-23-03778-B – Not to exceed \$10,000

Contract Number: ATT-2025-00028095 Contract Term: 6/12/2025 to *Indefinite

Background: North American Consultants, Inc. will provide expert medical peer review, billing audits, and reports to the City of Dallas in connection with the lawsuit styled *Isabela Rodriguez et al. v. City of Dallas*, Cause No. CC-23-03778-B. Not to exceed \$10,000. *The City Attorney can terminate the contract with 10 days' notice to the Consultant.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbl/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2025-00028095	\$10,000.00	
						-		
						-		
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 16, 2025 14:49 CDT)
By Department Director

Jun 16, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 14:58 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Jun 18, 2025 14:53 CDT)
By City Manager

Jun 18, 2025
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255917

EFFECTIVE DATE

Jun 18, 2025

STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 4:11 PM
CITY SECRETARY
DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Dallas County Public Defender's Office	Supplier No.:	014003
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Subject: Supplemental Agreement No. 1 to the Interlocal Agreement - South Dallas Drug Court (SAMHSA Grant) FY 24-25

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Interlocal Agreement (ILA) between the City of Dallas and the Dallas County Public Defender's Office for continued representation to program participants at the South Dallas Drug Court (SDDC) under a SAMHSA grant for FY 24-25. Not to exceed \$14,576.85.

Contract Number:	ATT-2024-00026059	Contract Term:	9/30/2024	to	9/29/2025
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Background: On August 28, 2024, City Council by Resolution No. 24-1165 authorized the acceptance of a grant from the U.S. Department of Health and Human Services for Substance Abuse and Mental Health Services Administration (SAMHSA) for the South Dallas Drug Court Expansion project (Grant No. 5H79TI086241-02, Assistance Listing No. 93.243) in the amount of \$379,294.00 to expand Substance Use Disorder treatment and recovery support services in the existing South Dallas Drug Court for the period September 30, 2024 through September 29, 2025, for year two of the five-year project. SDDC incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination.

This Supplemental Agreement No. 1 to the ILA with Dallas County Public Defender's Office will authorize continued representation to program participants at the SDDC under a SAMHSA grant for FY 24-25. Not to exceed \$14,576.85, from \$12,000 to \$26,576.85

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	F803	ATT	680M		3070		MASC ATT-2024-00026059	\$14,576.85
	Financing:							TOTAL:

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
Contract Amendment Information:	1	24-6311	10/2/2024	\$12,000.00	\$0.00	\$26,576.85	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 17, 2025 17:09 CDT)
By Department Director

Jun 17, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 15:00 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Bazor-Talbert
Kimberly Bazor-Talbert (Jun 18, 2025 14:54 CDT)
By City Manager

Jun 18, 2025
Date

STF

Exhibit C
Memorandum

RECEIVED
2025 SEP 12 AM 8:56
CITY SECRETARY
DALLAS, TEXAS

255918



CITY OF DALLAS

DATE September 11, 2025
TO City Secretary
SUBJECT Correction to AA 25-5918

This is the first (/) correction to the subject Administrative Action. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 05/21/2025 authorizing time extension for the engineering design of Storm Drainage Contract No. C


Change(s) is/are needed to correct (select all applicable):

Typo Financial/funding information Obvious error from CR context

Administrative Action Section Contract Number should read as follows:

Contract Number:	DWU-2019-00009200
	SDM-2019-00009200

Department: Dallas Water Utilities

Director (or designee.): 
Signature

9.11.2025
Date

Sarah Standifer
Print Name

Attachment for reference: AA 25-5918, and if applicable, previous correction memo(s)

R. a/ue/25



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255918

EFFECTIVE DATE

05/21/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2025 JUN 23 PM 1:17
CITY SECRETAR
DALLAS, TEXAS

RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	GEI Consultants, Inc.	Supplier No.	352614
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Subject: Time extension for the engineering design of Storm Drainage Contract No. C

Lead Dept: Dallas Water Utilities

Action Requested: Request approval of a 36-month time extension to the professional services contract with GEI Consultants, Inc. to allow the consultant to continue design of the following sites: Turnpike Distribution IV-IH-30 at Commerce and Chalk Hill Branch and I-30/Loop 12 and to provide construction and administrative services needed during the construction phase due to the change in the original project scope of work authorized in previous Supplemental Agreement No. 2. The contract term will extend to October 24, 2027. This action has no cost consideration to the city.

Contract Number:	DWU-2019-00009200	Contract Term:	10/24/2019	to	10/24/2027
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Background: On October 24, 2019, City Council authorized a professional services contract with Hayden Consultants, Inc. (now GEI Consultants, Inc.) for Storm Drainage Improvements Contract C. The contract has been supplemented previously for additional design services and water and wastewater relocations identified during preliminary design. The consulting engineer has finished the study, but no design has been started yet for two sites, Turnpike Distribution IV-IH-30 at Commerce and Chalk Hill Branch and I-30/Loop 12. The study recommendations required the work for those locations to be rescoped. After review of the recommendations, Dallas Water Utilities requested the consultant to rescope the project without exceeding the project budget allocated for the projects. This action will extend the contract term until October 24, 2027, allowing for the completion of the design and construction phase services.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/passcblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	19-1684	10/24/2019	\$471,323.20	\$48,174.00	\$535,997.20	13.72%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Sarah Standifer
Sarah Standifer (May 20, 2025 15:43 CDT)
By Department Director

05/20/2025
Date

Milton Henderson
Milton Henderson (May 30, 2025 20:05 CDT)
Approved as to Form by City Attorney

05/30/2025
Date

MP SMC

Dev Restage

05/21/2025
By City Manager

05/21/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255919

EFFECTIVE DATE

06/06/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 4:43 PM
CITY SECRETARY
DALLAS, TX

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: GTS Technology Solutions, Inc. Supplier No. 263234

Subject: Contract for Brightsign Installation and Carousel Cloud Setup

Lead Dept: MGT/CCX

Action Requested: Authorize a contract with an expenditure of \$48, 231.70 from the PEG fund for the acquisition, installation, and integration of Brightsign digital signage media players to existing CCX displays as well as subscription to Carousel Cloud software.

Contract Number:	MGT-2024-00024909	Contract Term:	Execution	to	3 Years from Date of Acceptance
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Background: CCX will display City news, information, and events to facilities outside of City Hall. Carousel Cloud is the platform for which content will be managed by CCX and distributed to end-points across the City. Interlocal purchasing agreements are authorized by Chapter 791 of the Texas Government Code and Subchapter F. Section 271.102 of the Code which authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local organization. COM intends to procure digital hardware and software via the TIPS Cooperative (TIPS 230105)

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0560	MGT	4817		2770		-	\$48, 231.70
						-	\$0.00
Financing: PEG Funds						TOTAL:	\$48, 231.70

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
					-		-

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

D. J. Faust
By Department Director

06/06/2025
Date

Ashley Stockton
Ashley Stockton (Jun 23, 2025 10:49 CDT)
Approved as to Form by City Attorney

06/23/2025
Date

Elizabeth Saab
By City Manager

06/06/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255920

EFFECTIVE DATE

6/18/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 10%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: BCBS Cross Blue Shield of Texas ("BCBST") Supplier No. VC15283

Subject: Business Associate Agreement with BCBST

Lead Dept: Human Resources

Action Requested: Business Associates Agreement ("BAA") for the purposes of sharing protected health information ("PHI") in connection with BCBST providing health benefit services to COD employees and retirees.

Contract Number: PER-2025-00027274 Contract Term: June 2025 to June 2028

Background: BCBST has been providing health benefits to COD employees since June 2020. To ensure data and PHI are continually protected, it is essential to amend the BAA to reflect new vendors providing health benefit related services.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	0	0	0	0.00	0	0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Nina Arias 06/17/2025
Nina Arias (Jun 17, 2025 11:31 CDT)
By Department Director Date

Stephen T. Freedland 06/23/2025
Stephen T. Freedland (Jun 23, 2025 09:12 CDT)
Approved as to Form By City Attorney STF Date

Kimberly Bizzor-Tolbert 06/18/2025
Kimberly Bizzor-Tolbert (Jun 18, 2025 11:54 CDT)
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255921

EFFECTIVE DATE

May 13, 2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 23 PM 4:05
CITY SECRETARY
DALLAS TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name: Young Leaders Strong City Supplier No. VC0000034297

Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested:
Young Leaders Strong City (YLSC) offers a unique summer camp for Dallas high school students, centered on self-expression, art, and cultural exploration. The immersive program uses art and storytelling as tools for community building and social change. Students engage with local artists, musicians, educators, and activists to explore how creativity can drive civic engagement. They participate in historical excursions throughout Dallas, visiting sites like the Allen Brooks Memorial and Freedman's Cemetery to uncover underrepresented narratives of communities of color. These experiences deepen students' understanding of identity, history, and belonging. Workshops and tours led by local professionals—including artists, dancers, and organizers of color—help students develop skills in public speaking and artistic expression. Collaborations with the Oak Cliff Cultural Center and Dallas Museum of Art provide additional educational and creative opportunities. The program culminates with students creating action plans focused on local issues, encouraging them to envision and lead positive change in their communities. YLSC is one of the few high school summer camps in the area, drawing over 100 applicants annually. After the camp, students can continue engaging with YLSC through additional summer programming and by joining the Leadership and Community Summit planning committee, which impacts over 250 youth across the Dallas-Fort Worth area.

Contract Number: OCA-2024-00025981 (CR-00027748) Contract Term: AA Effective Date to 9/15/2025

Background:
The fee for this service is \$14,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,500 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$7,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,500, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$14,000.00
Financing:						TOTAL:	\$14,000.00
		General Fund					

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Martine Philippe (May 9, 2025 16:46 CDT)

By Department Director

May 9, 2025

Date

Stephen McFayden

Approved as to Form by City Attorney

May 13, 2025

Date

Liz Cadillo-Perera

May 13, 2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255922

EFFECTIVE DATE

Jun 18, 2025

STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Chestnut Health Systems, Inc. Supplier No. VS89098

Subject: GAIN Online Assessment Tool

Lead Dept: City Attorney's Office

Action Requested: Authorize a one-year subscription with Chestnut Health Systems, Inc. for GAIN ABS software, an online tool for screening and assessment for the City of Dallas Drug Court and Veterans Court, in an amount not to exceed \$1,800; and GAIN-I Online Administration Training and Administrator Certification for 5 staff, in an amount not to exceed \$10,500 (\$2,100 per person) – Total not to exceed \$12,300

Contract Number: ATT-2024-00025191 Contract Term: 9/30/2024 to 9/29/2025

Background: Chestnut Health Systems, Inc. will provide software and licensing to its Global Appraisal of Individual Needs ("GAIN") online tool for screening and assessment for the City of Dallas Drug Court and Veterans Court and GAIN-I Online Administration Training and Administrator Certification for 5 staff. Not to exceed \$12,300

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F749	ATT	677V		3070		MASC ATT-2024-00025191	\$5,250.00	
F803	ATT	680M		3070		MASC ATT-2024-00025191	\$900.00	
S430	ATT	679N		3070		MASC ATT-2024-00025191	\$6,000.00	
0001	ATT	2727		3070		MASC ATT-2024-00025191	\$150.00	
Financing:							TOTAL:	\$12,300.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 17, 2025 17:25 CDT)
By Department Director

Jun 17, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 23, 2025 16:18 CDT)
Approved as to Form by City Attorney

Jun 23, 2025
Date

Kimberly Bizzor-Tolbert
Kimberly Bizzor-Tolbert (Jun 18, 2025 14:54 CDT)
By City Manager

Jun 18, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-06 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255923

EFFECTIVE DATE

06-18-2025

248631. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
25 JUN 24 AM 9:56

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Golden Eagle Program, LLC Supplier No. VS96364

Subject: Supplemental Agreement #1 – ECOSTS Program

Lead Dept: Office of Community Care and Empowerment

Action Requested: Authorize Supplemental Agreement #1 to the contract with Golden Eagle Program LLC to increase the contract amount by \$50,100.00 from \$25,000.00 in a total amount not to exceed \$75,100.00, to allow this Provider funding to continue childcare services through the Early Childhood and Out of School Time Service (ECOSTS) Program.

Contract Number:	OCC-2024-00025816	Contract Term:	10/01/24	to	09/30/25
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Background: Golden Eagle Program, LLC is a childcare provider under the Early Childhood and Out-of-School Time Services (ECOSTS) Program. The ECOSTS program pays a portion of childcare expenses for working parents whose income fall in the low-moderate range of Community Development Block Grant eligibility.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD24	MGT	808K		3070		OCC-2024-00025816	\$50,100.00
						-	
Financing:						TOTAL:	\$50,100.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	24-1397	12-18-24	\$25,000.00	\$0.00	\$75,100.00	200.4

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Galleghaw (Jun 13, 2025 15:46 CDT)

06/13/2025

Lucy Huang (Jun 23, 2025 15:29 CDT)

06/23/2025

By Department Director

Date

Approved as to Form by City Attorney

SGM

Date

06/18/2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255924

EFFECTIVE DATE

05/28/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 24 11:09:55
CITY SECRETARY
DALLAS, TX

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	2 Inspire Peace, Inc.	Supplier No.	VC22312
Subject:	Summer Vendor		
Lead Dept:	Park and Recreation		

Action Requested:	Authorize funding of \$29,600.00 with 2 Inspire Peace, Inc. This company will be providing art inspiration and SEL lessons to multiple recreation centers throughout the summer. Their program will run from June 2 nd through August 1 st . Contact: Brendan Collins: (214) 671-1668						
	Contract Number:	PKR-2025-00027258	Contract Term:	NTP	to	12/31/2025	

Background: 2 Inspire Peace, Inc. provides art inspiration and SEL lessons in a group setting. 2 Inspire Peace, Inc. offers 8-week programs 3 times a week for 1.5 hours to learn.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0395	PKR	5012	N/A	3099		MASC PKR-2025-00027258	\$29,600.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$29,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
				0.00		0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Crystal Ross (May 28, 2025 10:05 CDT)
By Department Director

05/28/2025
Date

Approved as to Form by City Attorney

06/20/2025
Date

Olufadebajo

By City Manager

05/28/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255925

EFFECTIVE DATE

05/30/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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2025 JUN 24
CITY SECRETARY
DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	BPH Solutions, LLC.	Supplier No.	VC0000034059
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Subject: Summer Vendor

Lead Dept: Park and Recreation

Action Requested: Authorize funding of \$49,500.00 with BPH Solutions, LLC. This company will be providing problem solving and team building through obstacle courses to multiple recreation centers throughout the summer. Their program will run through June 2nd through August 1st.
Contact: Brendan Collins: (214) 671-1668

Contract Number:	PKR-2025-00027718	Contract Term:	NTP	to	5/1/2026
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Background: BPH Solutions LLC is a high energy program where campers solve problems through obstacle courses and ninja challenges

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0395	PKR	5012	N/A	3099		MASC PKR-2025-00027718	\$24,000.00
	0395	PKR	5012	N/A	3099		MASC PKR-2025-00027718	\$22,500.00
	0395	PKR	5012	N/A	3099		MASC PKR-2025-00027718	\$3,000.00
Financing:							TOTAL:	\$49,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
				0.00		0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Crystal Ross (May 30, 2025 15:00 CDT)
By Department Director

05/30/2025
Date

Approved as to Form by City Attorney
06/20/2025
Date

Lig Cedillo-Perez
By City Manager

05/30/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255926

EFFECTIVE DATE

May 14, 2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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2025 JUN 24
CITY SECRETARIAL
DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name:	Juila Alcantara	Supplier No.	VC14127
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Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested: Julia Alcantara will present Paella y Pasion is a free event for the families with live cooking demonstrations resulting in food and drinks for sale. This event will foster and expand the growing camaraderie between local flamenco artists, raise public awareness of the art form, and generate enthusiasm for Dallas-based flamenco training, performances, and other events scheduled for the future. Paella prepared before the eyes of fascinated and salivating onlookers; this event has become a delicious way to attract residents of and visitors to Dallas to this Flamenco Festival, where they are introduced to or grow their appreciation of the incomparable, centuries-old traditions of this dance form with deep roots in Hispanic art and culture. The performance is free for families to come and enjoy, while paella, sangria, beer, soda, water, and other snacks are for sale. Participants are encouraged to enjoy the show in a relaxed and festive event that is, by nature, kid-friendly. They enjoy listening to the sounds of flamenco and other Latin music styles while various acts take the stage. The event will be open to the public. Consultant shall follow CDC guidelines for all in-person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2024-00025981 (CR-00027760)	Contract Term:	AA Effective Date	to	9/15/2025
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Background: The fee for this service is \$ 8,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$ 2,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or 4000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or 2,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$8,000.00
	Financing: General Fund						TOTAL:	\$8,000.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Martine Philippe (May 13, 2025 13:03 CDT)
By Department Director

May 13, 2025
Date

Elena Ruiz (May 15, 2025 10:35 CDT)
Approved as to Form by City Attorney

May 15, 2025
Date

May 14, 2025
By City Manager

May 14, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255927

EFFECTIVE DATE

06/04/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 24 PM 2:53
CITY SECRETARY'S OFFICE
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Johnathan Williams dba LSJ Transport LLC Supplier No. VC0000034062

Subject: Summer Vendor

Lead Dept: Park and Recreation

Action Requested: Authorize funding of \$24,450 to Johnathan Williams dba LSJ Transport LLC. This company will be providing video game design to multiple recreation centers throughout the summer. Their program will run from June 2nd through August 1st.
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2025-00027270 Contract Term: NTP to 12/31/2025

Background: Johnathan Williams dba LSJ Transport LLC, Evolution of Gaming provides STEM teaching with video game design, create 2D and 3D handcrafted pieces

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071	N/A	3099		MASC PKR-2025-00027270	\$16,250.00	
0001	PKR	5071	N/A	3099		MASC PKR-2025-00027270	\$8,200.00	
Financing:							TOTAL:	\$24,450.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Crystal Ross
Crystal Ross (Jun 4, 2025 12:02 CDT)
By Department Director

06/04/2025
Date

Christine Lanners
Christine Lanners (Jun 18, 2025 09:48 CDT)
Approved as to Form by City Attorney

06/18/2025
Date

Liz Cedillo-Pareria
Liz Cedillo-Pareria

06/04/2025
By City Manager

06/04/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255928

EFFECTIVE DATE

06/24/2025

248631. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 24 PM 1:18
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: KIRBY MCGEE d/b/a PEARI'S PREPARATORY ACADEMY Supplier No. VC21918

Subject: Supplemental Agreement #2 – ECOSTS Program

Lead Dept: Office of Community Care and Empowerment

Action Requested: Authorize Supplemental Agreement #2 to the contract with KIRBY MCGEE d/b/a PEARI'S PREPARATORY ACADEMY to increase the contract amount by \$15,675.00 from \$39,650.00 in a total amount not to exceed \$55,325.00, to allow this Provider funding to continue childcare services through the Early Childhood and Out of School Time Service (ECOSTS) Program.

Contract Number: OCC-2024-00025816 Contract Term: 10/01/24 to 09/30/25

Background: KIRBY MCGEE d/b/a PEARI'S PREPARATORY ACADEMY is a childcare provider under the Early Childhood and Out-of-School Time Services (ECOSTS) Program. The ECOSTS program pays a portion of childcare expenses for working parents whose income fall in the low-moderate range of Community Development Block Grant eligibility.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD24	MGT	808K		3070		OCC-2024-00025816	\$15,675.00
						-	
						-	
Financing:						TOTAL:	\$15,675.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	24-1397	12-09-24	\$25,000	\$39,650.00.00	\$55,325.00	39.53

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Galeshaw (Jun 23, 2025 15:58 CDT)

By Department Director

06/23/2025

Lucy Huang (Jun 24, 2025 14:33 CDT)

By City Manager

Liz Cedillo-Perera

Approved as to Form by City Attorney

06/24/2025

SM

Date

06/24/2025

Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255929

EFFECTIVE DATE

05/12/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: ADK Consulting and Executive Search Supplier No. VC27055

Subject: Executive Search For Aviation

Lead Dept: Human Resources

Action Requested: Authorize the contract with ADK Consulting and Executive Search in the amount not to exceed \$49,250.00, for executive search for Aviation. ADK will place and assist in development of a retainment strategy for all qualified candidates efficiently and successfully.

Contract Number: PER-2025-00027436 Contract Term: 5/1/2025 to 12/31/2025

Background: The City of Dallas is seeking a firm with proven expertise in the identification, search, and placement of executive level aviation executives for Major Airports (top 35 busiest US airports)

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7708		3994		-	\$49,250.00	
Financing:							TOTAL:	\$49,250.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
					\$0.00	\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Nina Arias
Nina Arias (May 9, 2025 13:23 CDT)
By Department Director

05/09/2025
Date

Victoria Giesbrecht 06/24/2025
Victoria Giesbrecht (Jun 24, 2025 15:03 CDT)
Approved by City Attorney Date

Kimberly Ezo 05/12/2025
Kimberly Ezo (May 12, 2025 10:45 CDT)
City Manager Date

RECEIVED
2025 JUN 24 PM 1:10
CITY SECRETARY'S OFFICE
DALLAS, TEXAS



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255930

EFFECTIVE DATE

06/24/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name: Carahsoft Technology Corporation Supplier No. VS0000009713

Subject: Coastal Cloud

Lead Dept: Information & Technology Services

Action Requested: Authorize Supplemental Agreement Number 1 to increase go-live support services by 27.5 hours and extend the contract through 12/31/2025 for Coastal Cloud support services for the Office for Economic Development (ECO) pursuant to DIR-CPO-5175.

Contract Number: DSV-2025-00026269 Contract Term: 10/15/2024 to 12/31/2025

Background: These support services for the Office of Economic Development Salesforce and Form Assembly integration will ensure reporting and dashboard development, field and pick list management, data Loading, general troubleshooting assistance as needed, solution enhancements, and user training and adoption.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ECO	1164		3072		MASC DSV-2025-00026269	\$6,653.35
Financing: General Fund						TOTAL:	\$6,653.35

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	24-6596	12/12/2024	\$26,613.40	\$0	\$33,266.75	25%

RECEIVED
CITY SECRETARY'S OFFICE
DALLAS, TEXAS
2025 JUN 24 PM 5:05

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Tanisha Dorsey
By Department Director

06/24/2025
Date

Victoria Giesbrecht
Victoria Giesbrecht (Jun 24, 2025 16:26 CDT)
Approved as to Form by City Attorney VG Date 06/24/2025

Danyell Stinson
By City Manager

06/24/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255931

EFFECTIVE DATE

June 24, 2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Texas Department of Public Safety Supplier No. 124919

Subject: Texas Gang User Agreement

Lead Dept: Dallas Police Department

Action Requested: Authorize an agreement between Texas Department of Public Safety (DPS) and the Dallas Police Department.

Contract Number:	DPD-2025-00027935	Contract Term:	6/3/2025	to	On-going
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Background: The Texas Department of Public Safety oversees the Texas Gang Intelligence Index (TXGang) database. The Dallas Police Department actively utilizes this resource, both to document gang members encountered within the City of Dallas and to facilitate intelligence gathering and information sharing with other law enforcement agencies.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						No cost consideration	0.00
							\$0.00
							\$0.00
Financing:						No cost consideration	TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Date

[Signature]
6.6.25

Dominique Artis
Dominique Artis (Jun 24, 2025 11:51 CDT)

By City Manager

Date

Suzanne Knuppel
Suzanne Knuppel (Jun 24, 2025 14:56 CDT)

Approved as to Form by City Attorney

[Signature]

Date

06/24/2025

06/24/2025



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255932

EFFECTIVE DATE

Jun 6, 2025

RECEIVED
2025 JUN 25 AM 8:50
CITY OF DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements, made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Prism Movement Theater	Supplier No.:	VS93852
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Subject:	Arts Activate 2025 – ROUND 3
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Lead Dept:	Office of Arts & Culture
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Action Requested: In summer 2025, Prism Movement Theater is partnering with Deaf community organizations like NTPA Deaf Performing Arts and the Dallas Association of the Deaf to present The Two-Five-Eight Show, a cabaret-style production created specifically for Deaf audiences. The title, derived from ASL slang meaning "very interesting," reflects the show's engaging and inclusive spirit. It will be performed at three Dallas venues: Artstillery in Oak Cliff, Pleasant Grove Recreation Center, and Margo Jones Theater in Fair Park. The project emphasizes accessibility, with \$10 tickets for early performances and a final performance and educational fair at Pleasant Grove offered for free. The fair will feature Deaf-friendly food vendors, ASL lessons, and resources for both Deaf students and seniors. Inspired by feedback from their successful 2024 production, Prism aims to go bigger and better, ensuring Deaf audiences can fully experience the show without needing to shift attention to interpreters. The performance centers Deaf talent and is hosted by a Deaf MC who guides the audience through an evening of cultural dance, sign language poetry, clowning, and circus acts. All elements are curated for Deaf accessibility—such as incorporating dance styles that can be physically felt. Interpreters will still be present, but primarily to assist hearing attendees and facilitate communication during rehearsals. Additionally, Prism plans to invest in permanent, Deaf-friendly tech, including custom vibrating floors and projected captions, to better accommodate large Deaf audiences. Their goal is to create an immersive, inclusive theatrical experience that equally values Deaf and hearing communities.

Contract Number:	OCA-2024-00025981 (CR-00027726)	Contract Term:	AA Effective Date	to	9/15/2025
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Background: The fee for this service is \$ 12,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$ 3,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or 6,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$12,000.00
Financing:						TOTAL:	\$12,000.00
		General Fund					

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Martine Philippe (Jun 6, 2025 10:08 CDT)
By Department Director

Jun 6, 2025
Date

Veronica Barboza
Approved as to Form by City Attorney

Jun 6, 2025
Date

Liz Cadillo-Perera
By City Manager

Jun 6, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255933

EFFECTIVE DATE

Jun 18, 2025

RECEIVED
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS
JUN 25 AM 8:51

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Bombshell Dance Project Supplier No. VC25911

Subject: Arts Activate 2025 – ROUND 3

Lead Dept: Office of Arts & Culture

Action Requested:
The Creation Lab is a workshop series by Bombshell Dance Project that fosters community building and jumpstarts the local creative economy. Each Lab features a group of diverse local artists who collaborate over a week to create a multidisciplinary performance, which is then shared in a free, interactive event open to the Dallas-Fort Worth (DFW) community. Designed as both an incubator for Bombshell's future works and a launchpad for new projects, the Lab invites audiences behind the scenes to witness the artistic process in real time. In July 2025, Bombshell will host a new Creation Lab featuring 6–8 artists, mainly in dance and theater, but also incorporating writing, film, and music. Part of a mission to bring art to different Dallas neighborhoods via both traditional and nontraditional spaces like galleries, libraries, and black box theaters. Using Bombshell's collaborative devising techniques, artists co-create a performance that culminates in an open dialogue with the audience, followed by a casual "party" for deeper connection. The Lab's core goal is connection—between artists, across disciplines, and with the public—creating a "culture of value" where audiences become active participants in Dallas' creative evolution.

Contract Number: OCA-2024-00025981 (CR-00027739) Contract Term: AA Effective Date to 9/15/2025

Background:
The fee for this service is \$3,500 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$875 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$1,750 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25% or \$875, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2024-00025981	\$3,500.00
Financing: General Fund						TOTAL:	\$3,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Martine Philippe (Jun 18, 2025 09:59 CDT)

By Department Director

Jun 18, 2025

Date

Suzanne Knuppel (Jun 20, 2025 10:49 CDT)

Approved as to Form by City Attorney

Jun 20, 2025

Date

Liz Cadillo-Perencia

Jun 18, 2025

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255934

EFFECTIVE DATE

Jun 18, 2025

STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Jeffrey M. Tillotson, P.C. dba Tillotson Johnson & Patton Supplier No. VC0000033600

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Jeffrey M. Tillotson, P.C. dba Tillotson Johnson & Patton to provide legal services to represent the City of Dallas in the lawsuit styled *State of Texas v. City of Dallas*, Cause No. D-1-GN-25-002553. Not to exceed \$50,000

Contract Number: ATT-2025-00028007 Contract Term: 5/26/25 to *Indefinite

Background: Jeffrey M. Tillotson, P.C. dba Tillotson Johnson & Patton was retained to represent the City of Dallas in the lawsuit styled *State of Texas v. City of Dallas*, Cause No. D-1-GN-25-002553. The firm will be paid on an hourly-rate basis per the engagement letter attached to the contract. Not to exceed \$50,000. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3033		MASC ATT-2025-00028007	\$50,000.00	
						-		
						-		
Financing:							TOTAL:	\$50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 16, 2025 13:37 CDT)
By Department Director

Jun 16, 2025
Date

Stephen T. Freeland
Stephen T. Freeland (Jun 18, 2025 14:54 CDT)
Approved as to Form by City Attorney

Jun 18, 2025
Date

Kimberly Tolbert
Kimberly Tolbert (Jun 18, 2025 14:47 CDT)
By City Manager

Jun 18, 2025
Date

STF



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255935

EFFECTIVE DATE

6/18/2025

2025 JUN 25 AM 10:38
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Tigerhawk LLC dba SERVPRO of Southwest Dallas, SERVPRO of Dallas Central Supplier No. VC26450

Subject: Emergency Ratification

Lead Dept: Dallas Police Department

Action Requested: To authorize emergency ratification payment of an outstanding invoice in the amount of 5,824.35 for emergency water cleanup and drying at the Basic training Academy. Services were provided 3/28/2025.

Contract Number: DPD-2025-00027758 Contract Term: N/A to N/A

Background: The Basic Training Academy had a lot of water on the floors in the hallway, gym, DT room, and locker rooms upon entry on the morning of March 24, 2025. It was determined that a faucet was left running in the women's locker room and due to the slow draining sink, the sink overflowed causing flooding.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2116		3210		-	\$5,824.35
						-	\$0.00
						-	\$0.00
Financing: General Funds						TOTAL:	\$5,824.35

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
					-		%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

ML
Martin Riojas (Jun 18, 2025 07:00 CDT)
By Department Director

06/18/2025
Date

Suzanne Knuppel
Suzanne Knuppel (Jun 23, 2025 13:36 CDT)
Approved as to Form by City Attorney

06/23/2025
Date

Dominique Artis
Dominique Artis (Jun 18, 2025 10:11 CDT)
By City Manager

6/18/2025
Date

SK
SK



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255936

EFFECTIVE DATE

06/24/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: East Texas Testing Laboratory, Inc. Supplier No. 500059

Subject: Street Reconstruction Group 17-1409

Lead Dept: Transportation and Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with East Texas Testing Laboratory, Inc. for the Street Reconstruction Group 17-1409 project, to extend the construction material testing contract to 12/30/2025, with no scope change or additional cost to the City.

Contract Number: PBW-2021-00017656 Contract Term: 10/13/2021 to 12/30/2025

Background: Due to unforeseen conditions, the construction of the Street Reconstruction Group 17-1409 project has been delayed. As a result, the construction material testing contract for the Street Reconstruction Group 17-1409 project with East Texas Testing Laboratory, Inc., needs to be extended through 12/30/2025 to ensure continuous testing support throughout the revised construction schedule. This action will authorize the extension of the contract terms through the completion of construction.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

N/A^{ME}

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Financing:							TOTAL:	\$0.00

Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
1	216446	10/13/2021	\$75,534.00	0.00	\$75,534.00	0

SH BB MC
SH
YX

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ghassan Khankarli
By Department Director

06/23/2025
Date

Molly P. Ward
Molly P. Ward (Jun 25, 2025 10:38 CDT)
Approved as to Form by City Attorney

06/25/2025
Date

Dew Rastogi
By City Manager
06/24/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255937

EFFECTIVE DATE

6.4.2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2025 JUN 26 AM 8:35
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Alliance Geotechnical Group, Inc. Supplier No. 338366

Subject: Geotechnical Investigation for Dallas Police Training Academy at UNTD (DPTA)

Lead Dept: Office of Bond and Construction Management

Action Requested: Authorize an engineering services contract with Alliance Geotechnical Group, Inc. for geotechnical testing services at Dallas Police Training Academy at UNTD (DPTA), in an amount not to exceed \$54,685.00.

Contract Number: BON-2025-00027977 Contract Term: 06/16/2025 to 12/16/2025

Background: Geotechnical services for the Dallas Police Training Academy (DPTA) project are required to determine subsurface soil conditions for the purpose of engineering the building structural foundations and the concrete flatwork for paved areas. The fee for the geotechnical service is \$54,685.00.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/passcmbi/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1Y33	MGT	YF63	POFA	4113	MG24Y F63	BON-2025-00027977	\$54,685.00
Financing: 2024 General Obligation Bond Funds						TOTAL:	\$54,685.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Nicewander
Jennifer Nicewander (Jun 3, 2025 08:28 CDT)
By Department Director

06/03/2025
Date

Molly P. Ward
Molly P. Ward (Jun 25, 2025 16:34 CDT)
Approved as to Form by City Attorney

06/25/2025
Date

Dev Rastogi
By City Manager

06/04/2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255938

EFFECTIVE DATE

06/23/2025

RECEIVED
25 JUN 26 AM 10:10
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Unite Greater Dallas Supplier No. VC0000033782

Subject: Cost of Poverty Experience (COPE) workshop held on May 16, 2025.

Lead Dept: Emergency Management & Crisis Response

Action Requested: Authorize a contract with the Community Experience, better known as the Cost of Poverty Experience (COPE) will provide professional services, navigate, and explore the obstacles, decisions and complexities that impact the lives of COPE families in our community.

Contract Number: ECR-2025-00027806 Contract Term: 05/16/25 to 06/30/25

Background: UNITE provides Cost of Poverty Experiences (COPE), with other key events and opportunities to unify throughout the calendar year. COPE vision is for everyone in DFW to be flourishing holistically - physically, emotionally, relationally, vocationally, financially, and spiritually. COPE mission is to help individuals and organizations care for their people and communities. COPE is building a relational infrastructure of leaders who are called to inform, connect, and equip others to care for their people and communities.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/fpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
P301	MGT	679U		3099	CFE		\$3,500	
						-		
						-		
Financing:							TOTAL:	\$3,500

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							-

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Kevin Oden

By Department Director

06/23/2025

Date

Suzanne Knuppel
Suzanne Knuppel (Jun 25, 2025 10:29 CDT)

Approved as to Form by City Attorney

SK

06/25/2025

Date

Dominique Artis
Dominique Artis (Jun 23, 2025 15:43 CDT)

By City Manager

06/23/2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255939

EFFECTIVE DATE

06/24/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
2025 JUL 27 AM 8:14
RECEIVED

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Alliance Geotechnical Group, Inc. Supplier No. 338366

Subject: Camp Wisdom Road Over Ricketts Creek Bridge Repair

Lead Dept: Transportation and Public Works

Action Requested: Authorize a professional services contract with Alliance Geotechnical Group, Inc. to provide construction material testing services during the construction of Camp Wisdom Road Over Ricketts Creek Bridge Repair in an amount not to exceed \$26,682.50.

Contract Number:	PBW-2025-00027728	Contract Term:	07/01/2025	to	11/01/2026
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Background: This action is required to provide construction material testing for Camp Wisdom Road Over Ricketts Creek Bridge Repair. A Request for Qualifications for 2024 Construction Material Testing Services (CIZ-24-399E) has resulted in a short list of qualified firms. Alliance Geotechnical Group, Inc. was selected as the most qualified firm to provide construction material testing services for this project.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/passcmlbsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0799	PBW	VA33	BRAM	4113	PB17VA33	PBW-2025-00027728	\$26,682.50
Financing: 2024B Certificates of Obligation						TOTAL:	\$26,682.50


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

BB APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Hassan Khankhaki
By Department Director
06/23/2025
Date

OK
Approved as to Form by City Attorney
06/26/2025
Date

Dev Rastogi
By City Manager
06/24/2025
Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.</p> <p>File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION <h1>255940</h1> EFFECTIVE DATE <h1>06/26/2025</h1>
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1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Guardian Booth Supplier No. VC28268

Subject: Guard booth Installation at Dallas Love Field

Lead Dept: Aviation

Action Requested: Authorize administrative action for services contract the awarded consultant Install a prefabricated or custom-built guard booth within designated ground transportation at Dallas Love Field. Service solicited through Purchasing using IFS AVI B1800398 **not to exceed \$16,322.70.**

Contract Number: AVI-2025-00027851 Contract Term: 05/05/2025 to 09/30/2026

Background: Install a prefabricated or custom-built guard booth at the designated ground transportation staging area within the airport parking garage. The booth will serve as the operational hub for ground transportation starters responsible for dispatching and managing for-hire vehicles, taxis, and related traffic. IFS AVI B1800398 **not to exceed \$16,322.70**

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.



NO, there are no HUB's in Dallas County to contact for this business category.


NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7751		2310		CX AVI-2025-00027851	\$16,322.70
Financing: FY2025 Operating Fund						TOTAL:	\$16,322.70

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 06/26/2025 
 Patrick Carreno (Jun 26, 2025 11:04 CDT) Date Basel Alhasan (Jun 27, 2025 09:15 CDT) Date
 By Department Director Date Approved as to Form by City Attorney Date


06/26/2025
 By City Manager Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION <h1>255941</h1> EFFECTIVE DATE <h2>06/27/2025</h2>
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RECEIVED
 2025 JUN 27 AM 9:23
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Eclipse Group USA, LLC Supplier No. VS98378

Subject: Ratification of Invoices

Lead Dept: AVI

Action Requested: Authorize Administrative Action to ratify past due invoices for the wildlife management software between vendor and Dallas Love Field Airport. Amount not to exceed **\$5,940.00**.

Contract Number: AVI-2024-00025427 Contract Term: 5/20/2025 to 12/31/2025

Background: Dept of Aviation (DOA) used Eclipse Group USA, LLC to help with wildlife management and bird control. Eclipse uses equipment as well as software for bird deterrent on the DAL airport terminal. Previously, service was under contract but has expired. Amount not to exceed **\$5,940.00**.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/passcmb/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.




NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI					AVI-2024-00025427	\$5,940.00
Financing: FY2025 Operating Fund						TOTAL:	\$5,940.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 Patrick Carrero (Jun 24, 2025 14:34 CDT) By Department Director	06/24/2025 Date	 Basel Alhasan (Jun 27, 2025 16:16 CDT) Approved as to Form by City Attorney	06/27/2025 Date
	 Dev Rastogi (Jun 27, 2025 14:10 CDT) By City Manager	06/27/2025 Date	



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255942

EFFECTIVE DATE

Jun 30, 2025

WS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Soul's Harbor Inc. Supplier No. VS0000052577

Subject: Supplemental Agreement No. 1 to the Subrecipient Agreement – South Dallas Drug Court (SAMHSA Grant) FY 24-25

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement between the City of Dallas and Soul's Harbor Inc., to increase the contract amount by adding \$28,000 to the contract for additional recovery support services to program participants in the South Dallas Drug Court (SDDC) for FY 24-25 – From \$22,000 to \$50,000

Contract Number: ATT-2025-00026853 Contract Term: 9/30/2024 to 9/29/2025

Background: On August 28, 2024, the City Council by Resolution No. 24-1165, authorized the acceptance of a grant from the U.S. Department of Health and Human Services for Substance Abuse and Mental Health Services Administration (SAMHSA) for the South Dallas Drug Court Expansion project (Grant No. 5H79TI086241-02, Assistance Listing No. 93.243) in the amount of \$379,294.00 to expand Substance Use Disorder treatment and recovery support services in the existing South Dallas Drug Court for the period September 30, 2024 through September 29, 2025, for year two of the five-year project. SDDC incorporates alcohol/drug treatment, recovery support services, screening & assessment, case management and program coordination. This Supplemental Agreement No. 1 will authorize additional recovery support services to program participants served by Soul's Harbor, Inc. in the SDDC for FY 24-25. Adding \$28,000 in funds to Soul's Harbor, Inc.'s contract. From \$22,000 to \$50,000.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmb1search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F803	ATT	680M		3070		MASC ATT-2025-00026853	\$28,000.00	
Financing:							TOTAL:	\$28,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	25-5264	1/28/2025	\$22,000.00	\$0.00	\$50,000.00	N/A

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Jun 25, 2025 15:16 CDT)
By Department Director

Jun 25, 2025
Date

Willow Sanchez
Approved as to Form by City Attorney

Jun 30, 2025
Date

Kimberly E. Zales
By City Manager

Jun 30, 2025
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255943

EFFECTIVE DATE

1/3/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Jim Henderson Supplier No. VS0000018788

Subject: Golf Course Management and Operation

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement No. 4 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.

Contract Number: BLZ0825 Contract Term: 12/30/2024 to 12/29/2025

Background: The City Council approved a Contract with the concessionaire whereby the concessionaire operates and manages the golf pro shop, golf play, golf cart rentals, food and drink concessions, merchandise, alcohol sales and the use of the golf courses by providing lessons and organized place, among its other duties. The Texas Comptroller of Public Accounts has determined that under the current contractual agreement between the City and Concessionaire, the sales and use taxes must be collected from green fees associated with public golf courses and paid to the comptroller. The City and the concessionaire are amending the contract to clarify that the concessionaire shall be responsible for the collection and payment of all sales and use taxes associated with the green fees and other services and goods provided under the contract.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
				-	-	-	-

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director Jan 3, 2025 Date

Approved as to Form by City Attorney Jan 6, 2025 Date

By City Manager Jan 3, 2025 Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255944

EFFECTIVE DATE

1/3/2025

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
JAN 03 AM 10:13

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Philip Bleakney Golf Shop, Inc. Supplier No. VS0000006814

Subject: Golf Course Management and Operation

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement No. 4 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.

Contract Number: BLZ0825 Contract Term: 12/30/2024 to 12/29/2025

Background: The City Council approved a Contract with the concessionaire whereby the concessionaire operates and manages the golf pro shop, golf play, golf cart rentals, food and drink concessions, merchandise, alcohol sales and the use of the golf courses by providing lessons and organized place, among its other duties. The Texas Comptroller of Public Accounts has determined that under the current contractual agreement between the City and Concessionaire, the sales and use taxes must be collected from green fees associated with public golf courses and paid to the comptroller. The City and the concessionaire are amending the contract to clarify that the concessionaire shall be responsible for the collection and payment of all sales and use taxes associated with the green fees and other services and goods provided under the contract.

HUB Check appropriate Box
<https://mycpa.cpa.state.tx.us/toasscmbsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
				-	-	-	-

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Jan 3, 2025

Date

Approved as to Form by City Attorney

Jan 6, 2025

Date

By City Manager

Jan 3, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255945

EFFECTIVE DATE

1/3/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Bob Smith Supplier No. VS0000018811

Subject: Golf Course Management and Operation

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement No. 4 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.

Contract Number: BLZ0825 Contract Term: 12/30/2024 to 12/29/2025

Background: The City Council approved a Contract with the concessionaire whereby the concessionaire operates and manages the golf pro shop, golf play, golf cart rentals, food and drink concessions, merchandise, alcohol sales and the use of the golf courses by providing lessons and organized place, among its other duties. The Texas Comptroller of Public Accounts has determined that under the current contractual agreement between the City and Concessionaire, the sales and use taxes must be collected from green fees associated with public golf courses and paid to the comptroller. The City and the concessionaire are amending the contract to clarify that the concessionaire shall be responsible for the collection and payment of all sales and use taxes associated with the green fees and other services and goods provided under the contract.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/passcmbi/search/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. NO, there are no HUB's in Dallas County to contact for this business category. NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Jan 3, 2025

Date

Approved as to Form by City Attorney

Jan 6, 2025

Date

By City Manager

Jan 3, 2025

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255946

EFFECTIVE DATE

12/19/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: IAMJ Enterprises, Inc. Supplier No. VS0000032011

Subject: Golf Course Management and Operation for Cedar Crest Golf Course

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement No. 6 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.

Contract Number: BLZ0825 Contract Term: 12/30/2024 to 12/29/2025

Background: City Council approved a Contract with concessionaire for the management of the golf pro shop, among other duties. Per AA No. 12-2445, the parties entered into a supplemental agreement to specify that concessionaire was responsible for collection and payment of all sales and use taxes. Per Resolution No. 16-0542, Council authorized the closure of the Premises to make improvements and provided concessionaire's expenses from May 1, 2016, through September 30, 2016. Per Resolution No. 18-1827, the parties exercised the five-year renewal option, and City Council authorized performance indicators and required financial statements to be in accordance with GAAP accounting principles. Per Resolution No. 22-1961, the parties entered into SA No. 4 to 1) resurface the greens complex and convert the greens to Tif-eagle Bermuda grass; 2) provide for the closure of the Premises during resurfacing; and 3) compensate Concessionaire for professional services for closure relief. Per AA No. 24-6069, the parties entered into SA No. 5 to extend the Contract term from January 1, 2024, to December 29, 2024.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/passcmbi/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Dec 16, 2024

Date

Approved as to Form by City Attorney

Dec 19, 2024

Date

By City Manager

Dec 19, 2024

Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

255947

EFFECTIVE DATE

6/30/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Justin Nixon Supplier No. N/A

Subject: Dallas Homebuyer Assistance Program (DHAP)

Lead Dept: Department of Housing & Community Development

Action Requested: Execution of the City of Dallas Homebuyer Written Agreements (HOME Investment Partnerships Program (HOME)/Community Development Block Grant Program (CDBG)) for down payment assistance for the total amount of \$50,000 (\$25,000 in HOME funds, \$25,000 in CDBG funds). Funding was authorized by City Council Resolution 24-0873 approved on June 12, 2024.

Contract Number:	HOU-2025-00028038	Contract Term:	N/A	to	N/A
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Background: Justin Nixon was approved for the purchase of the property at 1920 Calypso Street using HOME funds (\$25,000.00) and CDBG funds (\$25,000.00) for homebuyer assistance. The City provided the DHAP program pursuant to Council Resolution No. 23-0278 approved on February 22, 2023 to provide homebuyer assistance to households with income at or below 80% of the AMI.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
HM24	HOU		818K	3101	DHAP	-	\$25,000.00	
CD24	HOU		801K	3101	DHAP	-	\$25,000.00	
						-	0.00	
Financing:							TOTAL:	\$50,000.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Jun 26, 2025 17:00 CDT)
By Department Director

Elena Ruiz
Elena Ruiz (Jun 30, 2025 09:41 CDT)
Approved as to Form by City Attorney ER Date

Polin [Signature]
By City Manager Date 6/30/2025

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	255948
		EFFECTIVE DATE
		06/30/2025

RECEIVED
 JUN 30 PM 2:39
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Deysjah Jenkins	Supplier No.	NA
Subject:	Dallas Homebuyer Assistance Program		
Lead Dept:	Housing & Community Development		

Action Requested: Execution of the City of Dallas Homebuyer Written Agreements (HOME/CDBG) for down payment assistance for the total amount of \$57,252.00 (\$28,626.00 in HOME funds, \$28,626 in CDBG funds). Funds have been appropriated by previous City Council resolution.

Contract Number:	HOU-2025-00028112	Contract Term:	to	
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Background: Deysjah Lasha Jenkins was approved for purchase of property at 10328 Tamworth Drive using HOME funds (\$28,626.00) and CDBG funds (\$28,626.00) for homebuyer assistance. The city provided the DHAP program pursuant to Council Resolution 21-1450 on September 9, 2021 to provide homebuyer assistance to households with income between 60% to 120% of the AMI.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	HM24	HOU	818K		3101		-	\$28,626.00
	CDD1	HOU	944G		3100		-	\$28,626.00
							-	0.00
Financing:							TOTAL:	\$57,252.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

_____ By Department Director	06/27/2025 Date	_____ Approved as to Form by City Attorney	VB Date
_____ By City Manager	06/30/2025 Date		