



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0169**

RECEIVED

2020 MAR -2 AM 10:46

CITY SECRETARY  
DALLAS, TEXAS

January 23, 2020

Nicol Scales, L.P. dba Nicol Scales & Measurement [005816]  
Steve Ford, Vice President  
7239 Envy Court  
Dallas, Texas 75222  
s.ford@nicolscales.com  
214-428-8181

**RE: BN1631 Scale Repair, Parts & Maintenance Service**  
AA/Res: No. 170262  
Prior Actions: No(s). NA

Dear Mr. Ford,


Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on April 16, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through April 16, 2021, 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 Thursday, January 30, 2020.

**YES**, Nicol Scales, L.P. dba Nicol Scales & Measurement agrees to extend this agreement through April 16, 2021.

**NO**, Nicol Scales, L.P. dba Nicol Scales & Measurement declines to extend this agreement.

	January 27, 2020
_____ Authorized Signature	_____ Date
Steve Ford	Vice President
_____ Name	_____ Title

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

Thank you,

Adenia Clark, Senior Buyer  
adenia.clark@dallascityhall.com  
214-670-3332

  
Chhunmy Chhean (Feb 27, 2020)  
\_\_\_\_\_  
Director, Office of Procurement Services  


Changes to vendor accounts may be completed online at <https://Vendors.DallasCityHall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorRegistrations@DallasCityHall.com](mailto:CODVendorRegistrations@DallasCityHall.com).

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



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0177**

RECEIVED

2020 MAR -2 AM 11:07

CITY SECRETARY  
DALLAS, TEXAS

February 20, 2020

Christopher James Lofton dba Edens Touch Landscape Management (VC15712)  
Christopher Lofton  
500 E. Arapaho Road, Suite 302  
Richardson, TX 75081  
edenstouchlandscape@gmail.com  
972-589-0521

**RE: BQZ1614, Grounds Maintenance Services for Dallas Public Library**  
AA/Res: 16-1797  
Prior Actions: 19-1369

Dear Christopher Lofton,

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 **February 29, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **April 15, 2020**, 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 **February 29, 2020**.

**YES, Christopher James Lofton dba Edens Touch Landscape Management agrees to extend this agreement through April 15, 2020.**

**NO, Christopher James Lofton dba Edens Touch Landscape Management declines to extend this agreement.**

<i>Christopher Lofton</i>	02/20/20
<b>Authorized Signature</b>	<b>Date</b>
Christopher Lofton	02/20/20
<b>Name</b>	<b>Title</b>

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

Thank you,

Emily Grose  
Senior Buyer  
[Emily.grose@dallascityhall.com](mailto:Emily.grose@dallascityhall.com)  
214-670-3391

*Chhunny Chhean*  
Chhunny Chhean (Feb 26, 2020)

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**Director, Office of Procurement Services**

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**Bond Review Acknowledgement & Date**

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

RECEIVED

2020 MAR -2 AM 11:07

CITY SECRETARY  
DALLAS, TEXAS



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

February 3, 2020

Allied Products Corporation (VC17259)  
Geri Saurwin  
1420 Kansas Avenue  
Kansas City, MO 64127  
gsauerwin@alliedproductsinc.com  
816-241-8080

**RE: BT1720, City of Dallas, State of Texas, and U.S. Flags**

Dear Geri,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **June 6, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **June 6, 2021**, 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 **February 14, 2020**.

**YES**, Allied Products Corporation agrees to extend this agreement through **June 6, 2021**.

**NO**, Allied Products Corporation declines to extend this agreement.

*Steve Streit*  
Authorized Signature

*2-4-2020*  
Date

*Steve Streit*  
Name

*Director of Product Development*  
Title

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

Thank you,

Emily Grose, Senior Buyer  
emily.grose@dallascityhall.com  
214-670-3391

*Chhunny Chhean*  
Chhunny Chhean (Feb 27, 2020)  
Director, Office of Procurement Services

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**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0179**

RECEIVED

2020 MAR -2 AM 11:15

CITY SECRETARY  
DALLAS, TEXAS

February 10, 2020

Betsey Ross Flag Girl, Inc. (VC0000013008)  
Martha Boles  
11005 Garland Road  
Dallas, TX 75218  
Mboles2332@sbcglobal.net  
972-998-6288

**RE: BT1720, City of Dallas, State of Texas, and U.S. Flags**

Dear Martha Boles,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **June 6, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **June 6, 2021**, 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 **February 14, 2020**.

**YES**, Betsey Ross Flag Girl, Inc. agrees to extend this agreement through **June 6, 2021**.

**NO**, Betsey Ross Flag Girl, Inc. declines to extend this agreement.

*Martha Boles*

*2/10/20*

Authorized Signature

Date

*Martha Boles*

*Senior Account Manager*

Name

Title

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

Thank you,

Emily Grose, Senior Buyer  
Emily.grose@dallascityhall.com  
214-670-3391

*Chhunny Chhean*  
Chhunny Chhean (Feb 27, 2020)

Director, Office of Procurement Services

*W/B*

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





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0236**

RECEIVED

2020 MAR -2 AM 11:34

CITY SECRETARY  
DALLAS, TEXAS

February 3, 2020

Liberty Bell Flag Company (VS0000051989)  
Steve Scoville  
6 Lakeview Drive  
Wilton, NY 12831  
info@libertybellflags.com  
815-584-0860

(518) 815-584-0860

**RE: BT1720, City of Dallas, State of Texas, and U.S. Flags**

Dear Steve,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **June 6, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **June 6, 2021**, 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 **February 14, 2020**.

**YES**, Liberty Bell Flag Company agrees to extend this agreement through **June 6, 2021**.

**NO**, Liberty Bell Flag Company declines to extend this agreement

	2/3/2020
_____ <b>Authorized Signature</b>	_____ <b>Date</b>
Steven F. Scoville	owner
_____ <b>Name</b>	_____ <b>Title</b>

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

Thank you,

Emily Grose, Senior Buyer  
Emily.grose@dallascityhall.com  
214-670-3391

Chhunny Chhean (Feb 27, 2020)

Director, Office of Procurement Services

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



**CITY OF DALLAS  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT EXTENSION REQUEST**

**20-0237**

RECEIVED

2020 MAR -2 AM 11: 53

CITY SECRETARY  
DALLAS, TEXAS

12/10/2019

Agricultural Services Inc. dba ASI Environmental Services, VC0000004488  
David Ward  
P.O. Box 1270  
Nash, TX 75569  
davidward@asicompanies.com  
(979) 429-0731

**RE: Master Agreement BV1618, Waste Removal of Water & Fuel from Storage Tank & Containment Vault**

**Agricultural Services Inc. dba ASI Environmental Services** is currently a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires **1/24/2020**. The City of Dallas requests to continue this agreement, under the same terms and conditions, for **6 months, 6/24/2020**, or until the funds are depleted.

Please complete the information requested below and email a scanned copy to me by **12/20/2019**.

**X YES, Agricultural Services Inc. dba ASI Environmental Services** agrees to extend this agreement for **6 Months**.

**PLEASE UPDATE CONTACT INFORMATION**

<b>Vendor Name: ASI Environmental Services</b>
<b>Attention: Richard Norton</b>
<b>Vendor Street Address: 4115 N Kings Highway, Suite 112</b>
<b>Vendor City, State Zip: Texarkana, Texas 75503</b>
<b>Vendor Email: accountsreceivable@asicompanies.com</b>
<b>Vendor Phone No.: 903-831-7280</b>
<b>Contract Signer Name &amp; Title: Richard F. Norton, President</b>

**NO, Agricultural Services Inc. dba ASI Environmental Services** declines to extend this agreement for **6 months**.

12/10/2019

Authorized Signature

Date

Richard F. Norton, President

Printed Name & Title

Please let me know if you have any questions, or if I may provide any other information.

Thank you,  
Melissa Anderson, Buyer III  
Melissa.Anderson@dallascityhall.com  
(214) 243-2128

Chhunmy Chhean (Feb 27, 2020)



CITY OF DALLAS  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT EXTENSION REQUEST

RECEIVED

2020 MAR -2 PM 12: 00

CITY SECRETARY  
DALLAS, TEXAS

10/4/2019

Brookhaven College, VS0000065958  
George T. Herring  
3939 Valley View Ln  
Farmers Branch, TX 75244  
GTHerring@dcccd.edu  
(972) 860-4684

**RE: Master Agreement BVZ1514, Initial EMT Basic and Paramedic Training & Continuing Educ.**

The Dallas County Community College District, on behalf of Brookhaven College, is currently a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires **1/12/2020**. The City of Dallas requests to continue this agreement, under the same terms and conditions, for **1 year, 1/12/2021**, or until the funds are depleted.

Please complete the information requested below, and email a scanned copy to me by **10/11/2019**.

**YES, The Dallas County Community College District agrees to extend this agreement for 1 Year.**

**PLEASE UPDATE CONTACT INFORMATION**

<b>Vendor Name:</b>	<b>Brookhaven College</b>
<b>Attention:</b>	<b>George T. Herring</b>
<b>Vendor Street Address:</b>	<b>3939 Valley View Lane</b>
<b>Vendor City, State Zip:</b>	<b>Farmers Branch, TX 75244</b>
<b>Vendor Email:</b>	<b>GTHerring@dcccd.edu</b>
<b>Vendor Phone No.:</b>	<b>972-860-4634</b>
<b>Contract Signer Name &amp; Title:</b>	<b>George T. Herring, Vice President of Business Services</b>

**NO, [Vendor Name] declines to extend this agreement for 1 Year.**

Authorized Signature

11/26/19  
Date

DND

George T. Herring, Vice President of Business Services

Printed Name & Title

Please let me know if you have any questions, or if I may provide any other information.

Thank you,  
Melissa Anderson, Buyer III  
Melissa.Anderson@dallascityhall.com  
(214) 243-2128

Chhunny Chhean  
Chhunny Chhean (Feb. 26, 2020)

RECEIVED

2020 MAR -2 PM 3: 01

CITY SECRETARY  
DALLAS, TEXAS



**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

02/11/2020

Written Deposition Service Inc 352080  
Hayley Groshon  
1750 Valley View Lane Ste 210  
Dallas, TX 75234  
hayley@wdslegal.com  
972-488-5555

**RE: BKZ1703 Records Retrieval Services for City Attorney's Office**  
AA/Res: No. AA 17-5899  
Prior Actions: No(s). None

Dear Ms. Groshon

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/30/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **04/30/2021**, 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 **12/10/2019**.

**YES, Vendor Name** agrees to extend this agreement through **04/30/2021**.

**NO, Vendor Name** declines to extend this agreement.

*Hayley Groshon* 2/12/2020  
Authorized Signature Date  
Hayley Groshon Office Manager  
Printed Name and Title

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

Thank you,  
Name, Title  
Email Address  
Phone Number

*Chhunny Chhean*  
Chhunny Chhean (Feb 27, 2020)  
W Assistant Director or Director  
Office of Procurement Services

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Note: name and tax ID number changes cannot be made online.**



City of Dallas

# OFFICE OF PROCUREMENT SERVICES EXTENSION REQUEST LETTER

20-0246

RECEIVED

2020 MAR -2 PM 3: 01

CITY SECRETARY  
DALLAS, TEXAS

February 5, 2020

Shermco Industries, Inc. (VS0000057130)  
Chris Trendel  
2425 E. Pioneer Drive  
Irving, TX, 75061  
ctrendel@shermco.com  
972-793-5523

**RE: BMZ1619 Variable Frequency Drives & Soft Starters Services**

AA/Res: No.  
Prior Actions: No(s).

Dear Chris Trendel,

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 **January 26, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **January 26, 2021**, 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 **February 7, 2020**.

**YES, Shermco Industries, Inc. agrees to extend this agreement through January 26, 2021.**

**NO, Shermco Industries, Inc. declines to extend this agreement.**

*Mark H Selz*

2-5-2020

**Authorized Signature**

**Date**

Mark H. Selz

Corporate Attorney

**Name**

**Title**

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

Thank you,

Maria Cobar  
Buyer III  
[Maria.cobar@dallascityhall.com](mailto:Maria.cobar@dallascityhall.com)  
214-671-9298

*Chhunny Chhean*  
Chhunny Chhean (Feb 26, 2020)

**Director, Office of Procurement Services**

**Bond Review Acknowledgement:**

*SWS*  
SWS

Feb 26, 2020

Reviewed by **City Clerk** *1/15/2020*

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



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0247**

RECEIVED

2020 MAR -2 PM 3: 01

CITY SECRETARY  
DALLAS, TEXAS

February 14, 2020

Hach Company, (029911)  
Richard Delgadillo  
5600 Lindbergh Drive  
Loveland, CO 80538  
[rdelgadi@hach.com](mailto:rdelgadi@hach.com)  
970-443-8821

**RE: BMZ1701 Flow Meter**  
AA/Res: No.  
Prior Actions: No(s).


Dear Richard Delgadillo,

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 **April 13, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **April 13, 2021**, 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 **February 21, 2020**.

- YES, Hach Company** agrees to extend this agreement through **April 13, 2021**.
- NO, Hach Company** declines to extend this agreement.

	2/17/20
Authorized Signature	Date
Ray Ruth	Business Unit Director, Global Service
Name	Title

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

Thank you,

Maria Cobar  
Buyer III  
[Maria.cobar@dallascityhall.com](mailto:Maria.cobar@dallascityhall.com)  
214-671-9298

  
Chhunny Chhean (Feb 27, 2020)

Director, Office of Procurement Services

**Bond Review Acknowledgement:**

Asst. City Attorney

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



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0248**

RECEIVED

2020 MAR -2 PM 4: 11

CITY SECRETARY  
DALLAS, TEXAS

February 3, 2020

Telecom Electric Supply, Co. (204486)  
Fred B. Moses  
1304 Capital Avenue  
Plano, TX  
frederic@tes85.com  
972-422-0012

**RE: BT1720, City of Dallas, State of Texas, and U.S. Flags**

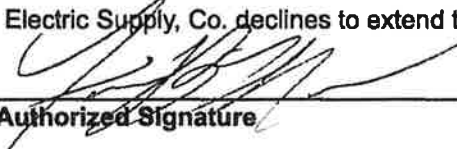
Dear Fred,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **June 6, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **June 6, 2021**, 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 **February 14, 2020**.


- YES**, Telecom Electric Supply, Co. agrees to extend this agreement through June 6, 2021.
- NO**, Telecom Electric Supply, Co. declines to extend this agreement.

	03/02/2020
<b>Authorized Signature</b>	<b>Date</b>
Fred B. Moses	VP of Operations
<b>Name</b>	<b>Title</b>

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

Thank you,

Emily Grose, Senior Buyer  
Emily.grose@dallascityhall.com  
214-670-3391

  
Chhunny Chhean (Mar 2, 2020)  
\_\_\_\_\_  
**Director, Office of Procurement Services**

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



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

200249

EFFECTIVE DATE

FEB 11 2020

### INSTRUCTIONS

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

RECEIVED  
 MAR -3 PM 12:45  
 CITY SECRETARY  
 DALLAS, TEXAS

**VENDOR NAME** METCO Engineering, Inc. **VENDOR NUMBER** VS0000025965

**CONTRACT NAME** Hall of State Chiller Replacement **DEPARTMENT** Park and Recreation

### ACTION REQUESTED

Authorize Change Order #1 to the construction contract with METCO Engineering, Inc. in the amount of \$15,680; thereby increasing the contract from \$511,999 to \$527,679.

**CONTRACT NUMBER:** PKR-2019-00009981 **CONTRACT TERM:** 1/15/20 To 3/20/20

### BACKGROUND

Change Order #1 consists of adding a permit fee reimbursement, a motorized 3-way valve and 4 exhaust fan belts. See attached contractor's change request dated October 18, 2019 for more details. The contractor has also requested a contract time extension of 65 additional calendar days, due to delays at no fault of their own. All changes are requested by the City of Dallas Park and Recreation Department.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V02	PKR	VC01	FPRK	4599	PK17VC01	CX PKR-2019-00009981	\$15,680.00

**PROGRAM NO.:** **COMMODITY CODE:** 91200 **FINANCING:** 2017 Bond- Fair Park Improvements Fund (C)

### M/WBE INFORMATION

Place an  in the appropriate boxes:

African-American  Hispanic

Caucasian: Female  Male

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

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

### CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 190903  
 Original CR/AA Date 5/29/19 Original CR/AA Amount \$511,999  
 Total of Previous Change Orders \$0.00  
 Change Amount Including this Order \$15,680  
 Total Change Order Percentage 3.06%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

*John Ford*  
 Calvert Collins-Bratton

11 Feb. 20

*Christy Beth* 2/25/2020

Attested by:

*Anthony Becker*  
 Anthony Becker

2/24/2020

Calvert Collins-Bratton, President  
 Park and Recreation Board

Date

Anthony Becker, Secretary  
 Park and Recreation Board

Date





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

200307

EFFECTIVE DATE

FEB 11 2020

### INSTRUCTIONS

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

RECEIVED  
 2020 MAR -3 PM 12:44  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	RNDI Companies, Inc.	<b>VENDOR NUMBER</b>	VS* 520330
<b>CONTRACT NAME</b>	Science Place 1 (Phase 1)	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order # 1, an increase in the construction contract with RNDI COMPANIES, INC., in the amount of \$47,750.00; thereby increasing the contract from \$423,759.00 to \$471,509.00.

<b>CONTRACT NUMBER:</b>	PKR-2019-00010663	<b>CONTRACT TERM:</b>	110 To 120
-------------------------	-------------------	-----------------------	------------

**BACKGROUND**  
 Change Order # 1 consists of the following items: removal and haul off existing debris and loose furniture within and throughout the facility, left behind by last museum tenants. Reason for removal and haul off of these items is due to this debris and furniture being in the way of this project's working areas that are slated to be abated by this contractor. All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V02	PKR	VC10	FPRK	3599	PK17VC10	CX PKR-2019-00010663	\$47,750.00

PROGRAM NO.: See Program      COMMODITY CODE: 91200      FINANCING: 2017 Bond Fund - Fair Park Improvements (C)

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 1      Original CR/AA No. 19-1412

Original CR/AA Date 9/11/2019      Original CR/AA Amount \$423,759.00

Total of Previous Change Orders 0

Change Amount Including this Order \$47,750.00

Total Change Order Percentage 11.27%

### APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code. DATE 11 Feb. 20

BY DEPARTMENT DIRECTOR DATE 2/24/2020

*Calvert Collins-Bratton*  
 Calvert Collins-Bratton, President      Date 2/25/2020

Attested by: *Anthony Becker*  
 Anthony Becker, Secretary  
 Park and Recreation Board      Date 2/24/2020



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

200308

EFFECTIVE DATE

2/20/2020 nmy

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

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

2020 MAR -3 PM 1:30  
CITY SECRETARIAL  
DALLAS, TEXAS  
RECEIVED

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

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

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

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

Vendor Name: Good Fulton & Farrell, Inc. (d/b/a GFF, Inc.) Vendor No. 249502

Subject: Latino Cultural Center - Phase II Expansion Department: Office of the Bond Program

Action Requested: Authorize Supplemental Agreement #2 to the architectural services contract with Good Fulton & Farrell, Inc. d/b/a GFF, Inc., in the amount \$22,688.00, increasing the contract from \$448,755.00, to \$471,443.00

Contract Number: PBW-2019-00008832 Contract Term: 2/13/2019 To 2/13/2022

Background: Additional design services are recommended for the Multi-form Theater expansion of Latino Cultural Center. This contract amendment will authorize the Architect of Record to revise the wall enclosure system of the Theater from structural masonry units as planned, to concrete tilt-wall panels. The substitution of materials will realize a cost savings of approximately \$60,000 to the project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
8T49	BSD	T697	CULF	4112	PB06T697	PBW-2019-00008832	\$22,688.00
<b>TOTAL:</b>							\$22,688.00

Project No: PB06T697 Commodity Code: Financing: 2006 Bond Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	19-0248	2/13/2019	\$446,360.00	\$2,395.00	\$25,083.00	5.62%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$ 9000.00	IMMB50562N1220

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

By Department Director

2/20/2020 DATE

Approved as to form by City Attorney

3-2-2020 DATE

*[Handwritten signature]*  
By Assistant City Manager  
02/20/2020 DATE



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

200309

EFFECTIVE DATE

MAR 02 2020

### INSTRUCTIONS

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

RECEIVED  
 2020 MAR -9 PM 4:43  
 CITY SECRETARY  
 DALLAS, TEXAS

**VENDOR NAME** Jeske Construction Co. **VENDOR NUMBER** 083791  
**CONTRACT NAME** Runyon Creek Greenbelt Trail Phase II **DEPARTMENT** Park and Recreation

### ACTION REQUESTED

Authorize Change Order # 1, an increase in the construction contract with Jeske Construction Co, in the amount of \$43,916.00; thereby increasing the contract from \$1,914,766.81 to \$1,958,682.81.

**CONTRACT NUMBER:** PKR-2019-00008942 **CONTRACT TERM:** 170 Working Days To 208 Working Days

### BACKGROUND

Change Order #1 consists of the following items:

- Reroute (2) conflicting 21" RCP drainage pipes for Camp Wisdom Road underneath the new trail.
- Provide additional electrical sleeves under Camp Wisdom Road to facilitate adding trail lighting in the future.
- Replace slope paving at abutment wall under Camp Wisdom Road.
- Add sloped concrete rip rap protection under Camp Wisdom Overpass between trail and existing bridge piers.

All changes are owner requested.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4U22	PBW	S619	HIBT	4599	PB12S619	CX PKR-2019-00008942	\$19,091.47
IT00	PKR	W354	HIBT	4599	PB12S619	CX PKR-2019-00008942	\$ 2,866.53
S325	PKR	3630	HIBT	4599	PB12S619	CX PKR-2019-00008942	<u>\$21,958.00</u>
Total							\$43,916.00

**PROGRAM NO.:** See Program **COMMODITY CODE:** 91200 **FINANCING:** 2012 Street and Transportation Improvements, 2006 Bond Fund Park and Recreation Facilities and TPWD Grant-Runyon Creek Greenbelt Trail Project

### M/WBE INFORMATION

Place an  or  in the appropriate boxes:

African-American  Hispanic  
 Caucasian: Female  Male   
 Other Minority (Asian-Pacific, Asian-American Native American)

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

### CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 19-0276  
 Original CR/AA Date 2/13/2019 Original CR/AA Amount \$1,914,766.80  
 Change Amount Including this Order \$43,916.00  
 Total Change Order Percentage 2.29%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

*John Jenkins*

*2 March 20*

*Calvert Collins-Bratton 3/5/2020*

*Anthony Becker*

*3/5/2020*

Calvert Collins-Bratton, President  
Park and Recreation Board

Date

Anthony Becker, Secretary  
Park and Recreation Board

Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**200397**

EFFECTIVE DATE  
**3/10/20**

### INSTRUCTIONS

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAR 10 PM 2:4

<b>VENDOR NAME</b>	Gibson & Associates, Inc.	<b>VENDOR NUMBER</b>	VS0000022657
<b>CONTRACT NAME</b>	Cedar Springs Road - PB12S391	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 3 to the construction contract with Gibson & Associates, Inc., for Cedar Springs Road from Douglas Avenue to Oak Lawn Avenue. This action will add \$49,499.00 to the contract increasing the contract amount from \$1,399,920.16 to \$1,449,419.16.

<b>CONTRACT NUMBER:</b>	<b>PBW-2019-00010295</b>	<b>CONTRACT TERM:</b>	<u>6/26/2019</u> To <u>5/31/2020</u>
-------------------------	--------------------------	-----------------------	--------------------------------------

**BACKGROUND**

During construction, it was observed that the existing asphalt overlay on Cedar Springs Road between Douglas Avenue and Knight Street is in deteriorated condition and the multi-colored crosswalks proposed at the Douglas Avenue and Knight Street intersections will not bond well with this failed asphalt. Consequently, it is necessary to resurface Cedar Springs from Douglas Avenue to Knight Street. Also, to facilitate fabrication of the gateway monuments proposed for this project, it is necessary to add a material on hand item to the contract. This will require reducing some existing items that are no longer needed and adding new items to the contract. All items needed for this change order are included in the attachment.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3U22	PBW	S391	CPST	4510	PB12S391	CX-PBW-2019-00010295	\$49,499.00

PROGRAM NO.: **PB12S391**      COMMODITY CODE: \_\_\_\_\_      FINANCING: **2012 Bond Funds**

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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


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

**CHANGE ORDER DATA**

Change Order No.	<u>3</u>	Original CR/AA No.	<u>19-0987</u>
Original CR/AA Date	<u>6/26/2019</u>	Original CR/AA Amount	<u>\$1,375,735.16</u>
Total of Previous Change Orders			<u>\$24,185.00</u>
Change Amount Including this Order			<u>\$73,684.00</u>
Total Change Order Percentage			<u>5.36%</u>

**APPROVAL**

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

BY DEPARTMENT DIRECTOR  DATE 3/10/20



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

200398

EFFECTIVE DATE

3/10/20

### INSTRUCTIONS

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

RECEIVED  
 20 MAR 10 PM 2:43  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Standard Construction, Ltd.	<b>VENDOR NUMBER</b>	508379
<b>CONTRACT NAME</b>	Street Reconstruction Group 12-624 (Bonnie View Rd. - PB12S308 & Fordham Rd. - PB12S312)	<b>DEPARTMENT</b>	Public Works

### ACTION REQUESTED

Authorize Change Order No. 3 to the construction contract with Texas Standard Construction, Ltd., for Street Reconstruction Group 12-624. This action will add \$0.00 to the contract and will leave the contract unchanged at \$3,308,454.56.

**CONTRACT NUMBER:** PBW-2018-00005426      **CONTRACT TERM:** 9/17/2018 To 3/31/2020

### BACKGROUND

During construction, it was discovered that more sidewalk and drainage quantities are needed for this project than was originally anticipated. Consequently, it is necessary to increase the quantities of these items as needed to complete the project. This will require reducing the quantities of some existing items that are no longer needed. All items needed for this change order are listed in the attachment.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3U22	PBW	S308	SREC	4510	PB12S308	CX-PBW-2018-00005426	\$21,072.80
3U22	PBW	S312	SREC	4510	PB12S312	CX-PBW-2018-00005426	<del>(\$21,072.80)</del> \$0.00

**PROGRAM NO.:** PB12S308 & PB12S312      **COMMODITY CODE:**      **FINANCING:** 2012 Bond Funds

### M/WBE INFORMATION

Place an  in the appropriate boxes:

African-American       Hispanic  
 Caucasian: Female       Male     

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

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

### CHANGE ORDER DATA

Change Order No. 3      Original CR/AA No. 18-0601  
 Original CR/AA Date 4/25/2018      Original CR/AA Amount \$3,196,267.75  
 Total of Previous Change Orders \$112,186.81  
 Change Amount Including this Order \$112,186.81  
 Total Change Order Percentage 3.51%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

3/10/20



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

20-0399

RECEIVED  
2020 MAR 17 AM 8:48  
OFFICE OF THE CITY CLERK

February 19, 2020

Bickmore Actuarial, Vendor Number  
Mike Harrington  
180 Promenade Circle, Suite 300  
Sacramento, CA 95834  
[mharrington@bickmoreactuarial.net](mailto:mharrington@bickmoreactuarial.net)  
916-244-1162

**RE: BKZ1701, Actuarial Services for Risk Management**

AA/Res: 17-0840

Prior Actions: N/A

Dear Mr. Harrington,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced service agreement. The term of this agreement expires on **March 21, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **March 21, 2021**, 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 **2/07/2020**

**YES, Bickmore Actuarial** agrees to extend this agreement through **March 21, 2021**.

**NO, Bickmore Actuarial** declines to extend this agreement.

Authorized Signature

MIKE HARRINGTON

Name

2/19/2020

Date

PRESIDENT

Title

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

Thank you,

Doug Shelton  
Sr. Buyer  
[Douglas.shelton@dallascityhall.com](mailto:Douglas.shelton@dallascityhall.com)  
214-671-9820

Chhunny Chhean  
Chhunny Chhean (Mar 5, 2020)

Director, Office of Procurement Services

**Bond Review Acknowledgement:**

Asst. City Attorney

Changes to vendor 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

200400

EFFECTIVE DATE

MAC 12-16-19

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
20 MAR 20 AM 8:36

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

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

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

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

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

Vendor Name: Granicus, LLC Vendor No. VS0000005880

Subject: Acquisition of previous vendor Vision Technology Solutions

Lead Dept: AVI

Action Requested: Authorize Administrative Action to authorize a consent to assignment from Vision Technology Solutions, LLC to Granicus. Current contract AVI-2017-00003093. Vendor was acquired by new vendor Granicus. No funds requested.

Contract Number:	AVI-2017-00003093	Contract Term:	10/25/2017	to	10/24/2022
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Background: Vision Technology Solution was acquired by Granicus. Granicus will assume duties under the same contract terms. We have invoices under the new name and cannot pay them due to name change. Current contract number AVI-2017-00003093. (see attached)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7754	AV26	3070		CX AVI-2017-00003093	\$0.00
Financing: FY2019 Operating Fund						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	CR171665	10/25/2017	\$122,801.00	\$0.00	\$122,801.00	0.00%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**200401**

EFFECTIVE DATE  
**3/20/2020 M.A.**

### INSTRUCTIONS

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

RECEIVED  
20 MAR 20 PM 12:05  
CITY SECRETARY  
DALLAS, TEXAS

<b>VENDOR NAME</b>	Phoenix I Restoration and Construction, Ltd.	<b>VENDOR NUMBER</b>	VS0000003594
<b>CONTRACT NAME</b>	Dallas City News Studio	<b>DEPARTMENT</b>	Building Services

### ACTION REQUESTED

Authorize payment of the amount of \$10,945.56 to Phoenix I Restoration and Construction, Ltd for three change orders proposal no. 4 for Dallas News Studio Project located at Science Place II, 1620 First Avenue in Fair Park, Dallas Texas.

<b>CONTRACT NUMBER:</b>	<b>BSD-2016-00001487</b>	<b>CONTRACT TERM:</b>	<u>12/14/2016</u> To <u>4/30/2020</u>
-------------------------	--------------------------	-----------------------	---------------------------------------

### BACKGROUND

The change order proposals are for: 1) Permit fees for the generator installed, permit fee were exclude from the contract 2) furnish and install 26 bollards around the generator and 3) furnish and install life fire alarm strobe device in Room 211. The generator was added to the contract in CO #2. During a fire department inspection in March of 2019, Contractor was informed that a generator installation requires a separate permit. Contractor applied for the permit, and expedited release of the permit, paid the permit fee on behalf of the City. During the final fire alarm inspection, the Fire Inspector required an additional strobe device in Room 211 and 26 bollards around the generator, which were not included in original scope of work after the generator was added.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0560	DSV	4817	OF01	43	PBWCNNS	EBSCNNSG002	\$10,945.56

PROGRAM NO.:

COMMODITY CODE:

FINANCING:

### M/WBE INFORMATION

Place an  or  in the appropriate boxes:

African-American

Hispanic

Caucasian: Female

Male

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

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

### CHANGE ORDER DATA

Change Order No.	<u>04</u>	Original CR/AA No.	<u>16-1985</u>
Original CR/AA Date	<u>12/14/16</u>	Original CR/AA Amount	<u>\$5,146,800.00</u>
Total of Previous Change Orders			<u>\$1,228,499.37</u>
Change Amount Including this Order			<u>\$1,239,444.93</u>
Total Change Order Percentage			<u>24.08%</u>

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

3/20/2020





City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

November 11, 2019

Thomas Gallaway Corporation, dba Technologent.com, Vendor Number VS00000021349  
Mark Martin  
8105 Irvine Center Drive, Ste 700  
Irvine, CA 92618  
mark.martin@technologent.com  
972-533-3193

RECEIVED  
2020 MAR 24 AM 9:06  
CITY SECRETARY  
DALLAS, TEXAS

**RE: Master Agreement No BUZ1123A, Maintenance on X 86 and UNIX Servers**

AA/Res: 17-6055

Prior Actions: Res: 12-1718

Dear Mark

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **November 11, 2019**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **November 10, 2021**, 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 **Extension Letter by November 15, 2019**.

**YES**, Thomas Gallaway Corporation, dba Technologent.com agrees to extend this agreement through **November 10, 2021**.

**NO**, Thomas Gallaway Corporation, dba Technologent.com declines to extend this agreement.

  
Authorized Signature

12/11/19  
Date

James Kuan, General Counsel

Bond Review Completed 3/23/2020

Printed Name and Title

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

Thank you,  
Theresa Mackey, CPPB  
Sr. Buyer  
Theresa.mackey@dallascityhall.com  
214-670-5648

  
Chhunny Chhean (Mar 23, 2020)  
Assistant Director or Director  
Office of Procurement Services

**Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).**

**Note: name and tax ID number changes cannot be made online.**



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

March 9, 2020

2020 MAR 25 PM 3:58

Oldcastle Materials Texas dba TexasBit, (004204)  
Chris Michael  
420 Decker Drive Suite 200  
Irving, Texas 75062  
cara.dacus@TexasBit.com  
(214)741-3531

CITY SECRETARY  
DALLAS, TEXAS

**RE: BY1801 Hot Mix Asphalt**

Dear Chris Michael,

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 March 27, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through June 30, 2020, 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 Wednesday, March 11, 2020 5pmCS.

- YES**, Oldcastle Materials Texas dba TexasBit agrees to extend this agreement through June 30, 2020.
- NO**, Oldcastle Materials Texas dba TexasBit declines to extend this agreement.

<i>Chris Michael</i>	March 10, 2020
<b>Authorized Signature</b>	<b>Date</b>
Chris Michael	VP/GM Dallas
<b>Name</b>	<b>Title</b>

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

Thank you,

Adenia Clark  
Senior Buyer  
Adenia.clark@dallascityhall.com  
214-670-3332r

*Chhunny Chhean*  
Chhunny Chhean (Mar 24, 2020)

---

**Director, Office of Procurement Services**

**Bond Review Acknowledgement & Date**

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



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

2020 MAR 25 PM 3:58

CITY SECRETARY  
DALLAS, TEXAS

March 9, 2020

Unique Paving Materials, (341227)  
Michael Pemberton  
3993 East 93<sup>rd</sup> Street  
Cleveland, OH 44105  
mpemberton@UPM.com  
(214)649-7439

**RE: BY1801 Hot Mix Asphalt**

Dear Michael Pemberton,

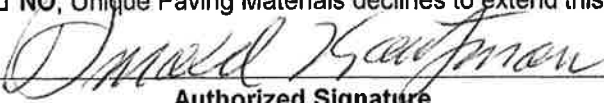
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on March 27, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through June 30, 2020, or 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 Wednesday, March 11, 2020 5pmCS.

**YES**, Unique Paving Materials agrees to extend this agreement through June 30, 2020.

**NO**, Unique Paving Materials declines to extend this agreement.

	3-11-2020
Authorized Signature	Date
DONALD KAUTZMAN	TREASURER
Name	Title

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

Thank you,

Adenia Clark  
Senior Buyer  
Adenia.clark@dallascityhall.com  
214-670-3332r

 Chhunny Chhean  
Chhunny Chhean (Mar 24, 2020)  
Director, Office of Procurement Services

Bond Review Acknowledgement & Date

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



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

March 9, 2020

2020 MAR 25 PM 3: 58

Lab Animal Supplies, Inc. (VS0000036448)  
Kelly Ham  
54 Remington Dr.  
Highland Village, Texas  
[kham@labsupplytx.com](mailto:kham@labsupplytx.com)  
(800)262-5258

CITY SECRETARY  
DALLAS, TEXAS

**RE: BA1603 Animal Food**  
AA/Res: No.  
Prior Actions: No(s).

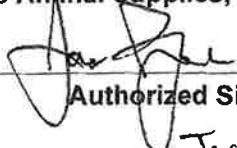
Dear Kelly Ham,

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 **February 9, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 9, 2020**, 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 **March 13, 2020**

- YES, Lab Animal Supplies, Inc. agrees to extend this agreement through August 9, 2020.**
- NO, Lab Animal Supplies, Inc. declines to extend this agreement.**

 <b>Authorized Signature</b> Jason RAYNOR	3/9/20 <b>Date</b> President
<b>Name</b>	<b>Title</b>


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

Thank you,

Maria Cobar  
Buyer III  
[Maria.cobar@dallascityhall.com](mailto:Maria.cobar@dallascityhall.com)  
214-671-9298

*Chhunny Chhean*  
Chhunny Chhean (Mar 24, 2020)

---

 **Director, Office of Procurement Services**

**Bond Review Acknowledgement & Date**

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



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

March 6, 2020

2020 MAR 25 PM 3: 59

Simba Industries (519720)  
Vickie L. Kasten  
753 Port America Place Suite 210  
Grapevine, Texas 76051  
sales@simbaindustries.com  
817-251-4800

CITY SECRETARY  
DALLAS, TEXAS

**RE: BA1603 Animal Food**

AA/Res: No.  
Prior Actions: No(s).

Dear Vickie L. Kasten,

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 **February 9, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 9, 2020**, 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 **March 13, 2020**

**YES, Simba Industries agrees to extend this agreement through August 9, 2020.**

**NO, Simba Industries declines to extend this agreement.**

*Vickie L. Kasten*  
Authorized Signature

3/6/2020  
Date

VICKIE L. KASTEN

OWNER

Name

Title

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

Thank you,

Maria Cobar  
Buyer III  
Maria.cobar@dallascityhall.com  
214-671-9298

*Chhunhy Chhean*  
Chhunhy Chhean (Mar 24, 2020)  
Director, Office of Procurement Services

Bond Review Acknowledgement & Date

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



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

20-0407  
RECEIVED

2020 MAR 30 AM 8: 40

CITY SECRETARY  
DALLAS, TEXAS

March 2, 2020

Pure Technologies U.S., Inc. (No. 518600)  
ATTN: David Kurtz  
4505 Excel Pkwy, Suite 600  
Addison, Texas 75001  
dave.kurtz@puretechltd.com  
P: (214) 377-5301

**RE: BMZ1702, Non-Destructive Pipe Analysis & Internal Leak Surveying  
AA/Res: No. 17-0567**

Dear Mr. David Kurtz,

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 **April 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **April 12, 2022**, 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 **Friday, March 13, 2020**.

- YES, Pure Technologies U.S., Inc.** agrees to extend this agreement through **April 12, 2022**.
- NO, Pure Technologies U.S., Inc.** declines to extend this agreement.

*Myron Shenkiryk*  
Authorized Signature

March 3, 2020  
Date

Myron Shenkiryk

Business Development Director

Name

Title

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

Thank you,

Ms. Kirby Krol  
Buyer III  
[Kirby.Krol@DallasCityHall.com](mailto:Kirby.Krol@DallasCityHall.com)  
O: (214) 670-3413

*Chhunny Chhean*  
Chhunny Chhean (Mar 27, 2020)

*Chhunny Chhean*

Director, Office of Procurement Services

Bond Review Acknowledgement & Date

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



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

20-0408  
RECEIVED

2020 MAR 30 AM 8:40

CITY SECRETARY  
DALLAS, TEXAS

February 24, 2020

Hans Johnson Company (Vendor No. 053479)  
Mr. Scott Crawley  
8901 Chancellor Row  
Dallas, Texas 75247  
P: (214) 879-1550  
[msims@HJC.com](mailto:msims@HJC.com)

RE: POM-2017-00002944, Door Hardware & Key Blanks  
AA/Res: No. 17-1398.

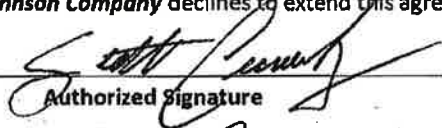
Dear Hans Johnson Company,

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 September 13, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through September 13, 2021, 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 close of business on Friday, March 6, 2020.

- YES, *Hans Johnson Company* agrees to extend this agreement through September 12, 2021.
- NO, *Hans Johnson Company* declines to extend this agreement.

 Authorized Signature	2.25.20 Date
SCOTT CRAWLEY Name	SALES REPRESENTATIVE Title

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

Thank you,

*Kirby Krol*  
Buyer III  
Office of Procurement Services  
(214) 670-3413  
[Kirby.Krol@dallascityhall.com](mailto:Kirby.Krol@dallascityhall.com)

  
Chhunny Chhean (Mar 27, 2020)

 Director, Office of Procurement Services

Bond Review Acknowledgement & Date

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



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-0409  
RECEIVED**

2020 MAR 30 AM 8:40

February 24, 2020

CITY SECRETARY  
DALLAS, TEXAS

Acumen Enterprises, Inc. (VS0000052362)  
Wayne Boyter  
1504 Falcon Drive  
Desoto, Texas 75123

**RE: POM-2017-00001745,  
AA/Res: No. 170916**

Dear Mr. Wayne Boyter,

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 June 13, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through June 13, 2021, 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 close of business on Friday March 6, 2020.

- YES, Acumen Enterprises, Inc. agrees to extend this agreement through June 13, 2021.**
- NO, Acumen Enterprises, Inc. declines to extend this agreement.**

*W. Boyter* 2/24/2020  
 \_\_\_\_\_  
 Authorized Signature Date  
*Wayne Boyter, President*  
 \_\_\_\_\_  
 Name Title

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

Thank you,

*Kirby Krol*  
Buyer III  
P: (214) 670-3413  
[Kirby.krol@dallascityhall.com](mailto:Kirby.krol@dallascityhall.com)

*Chhunhy Chhean*  
 \_\_\_\_\_  
 Chhunhy Chhean (Mar 27, 2020)  
*CK* Director, Office of Procurement Services

**Bond Review Acknowledgement & Date**

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





20-0410  
RECEIVED

2020 MAR 30 AM 8: 40

City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

CITY SECRETARY  
DALLAS, TEXAS

12/26/2019

Vendor: CLS Sewer Equipment Co. Inc.  
Vendor#: VS0000018694  
Jennifer Sonnier  
726 S. Sherman St.  
Richardson, TX 75081  
[jennsonnier@tx.rr.com](mailto:jennsonnier@tx.rr.com)  
972-479-1335 / 214-876-7014

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, 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 **01/03/20**

**YES**, CLS Sewer Equipment Co. Inc. agrees to extend this agreement through **10/12/2020**.

**NO**, CLS Sewer Equipment Co. Inc. declines to extend this agreement.

Authorized Signature

1/3/2020  
Date

Jerry P. Sonnier

Printed Name and Title

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

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

Chhunny Chhean (Mar 27, 2020)

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.



20-0411  
RECEIVED

2020 MAR 30 AM 8: 40

City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

CITY SECRETARY  
DALLAS, TEXAS

12/26/2019

Vendor: Custom Truck One Source, L.P. dba CTOS, LLC Vendor#: VS89382  
Brian McCormick / Bart McClary  
7200 Jack Newell Blvd.  
Ft. Worth, TX 75339  
[bmccormick@customtruck.com](mailto:bmccormick@customtruck.com) / [bmcclary@u1source.com](mailto:bmcclary@u1source.com)  
(434) 525-2929 / 817-542-3096

RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 04/11/2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2020, 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 12/30/19

YES, Custom Truck One Source, L.P. dba CTOS, LLC agrees to extend this agreement through 10/12/2020.

NO, Custom Truck One Source, L.P. dba CTOS, LLC declines to extend this agreement.

Authorized Signature

C. NATHAN WISE

Printed Name and Title

Date

12/27/19

GENERAL MANAGER

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

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

Chhunny Chhean (Mar 27, 2020)

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.



**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

**20-0412**  
**RECEIVED**

2020 MAR 30 AM 8: 40

CITY SECRETARY  
DALLAS, TEXAS

12/13/2019

Kirby-Smith Machinery, Inc. Vendor# 502341  
Sol Gieser  
8505 S. Central Expressway  
Dallas, TX 75241  
[SGieser@kirby-smith.com](mailto:SGieser@kirby-smith.com)  
214-371-7777

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Sol Gieser,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, 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 **12/23/19**

**YES**, Kirby-Smith Machinery, Inc. agrees to extend this agreement through **10/12/2020**.

**NO**, Kirby-Smith Machinery, Inc. declines to extend this agreement.

*Sol Gieser*

12/17/2019

Authorized Signature

Date

Sol Gieser Territory Sales Manager

Printed Name and Title

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

Thank you,  
Mario Torres, Buyer III  
[mario.torres@dallascityhall.com](mailto:mario.torres@dallascityhall.com)  
214-671-9829

*Chunny Chean*  
Chunny Chean (Mar 27, 2020)

Assistant Director or Director

Office of Procurement Services

**Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).**

**Note: name and tax ID number changes cannot be made online.**



City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

20-0413  
RECEIVED

2020 MAR 30 AM 8:40

CITY SECRETARY  
DALLAS, TEXAS

12/24/2019

Vendor: Landmark Equipment Vendor#: 502100

Gary Lyle  
1351 S Loop 12  
Irving, TX 75212  
gary@landmarkeq.com  
972-579-9999

RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor

AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, 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 **12/30/19**

YES, Landmark Equipment agrees to extend this agreement through **10/12/2020**.

NO, Landmark Equipment declines to extend this agreement.

Gary Lyle  
Authorized Signature

12-27-19  
Date

Gary Lyle Vice President  
Printed Name and Title

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

Thank you,  
Mario Torres, Buyer III  
Mario.torres@dallascityhall.com  
214-671-9829

Chhunmy Chhean  
Chhunmy Chhean (Mar 27, 2020)

NCJ

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.



**City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

**20-0414  
RECEIVED**

2020 MAR 30 AM 8:40

CITY SECRETARY  
DALLAS, TEXAS

12/24/2019

Vendor: RDO Equipment Co. Vendor#: VS91627  
Brandon Aldridge  
3230 East Airport Freeway  
Irving, TX 75062  
baldrige@rdoequipment.com  
(972)-554-2119

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, 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 **12/30/19**

**YES**, RDO Equipment Co. agrees to extend this agreement through **10/12/2020**.

**NO**, RDO Equipment Co. declines to extend this agreement.

Authorized Signature

12-30-19

Date

Brandon Aldridge Gov. Manager

Printed Name and Title

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

Thank you,  
Mario Torres, Buyer III

[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

Chhunny Chhean (Mar 27, 2020)

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODYendorregistrations@dallascityhall.com](mailto:CODYendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.





20-0415  
RECEIVED

2020 MAR 30 AM 8: 40

City of Dallas  
OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

CITY SECRETARY  
DALLAS, TEXAS

12/13/2019

Southwest International Trucks, Inc. 003940  
Mike Haugh  
3722 Irving Blvd.  
Dallas, TX 75247  
Mike.Haugh@SWIT-TX.COM  
214-638-4685/214-689-1400

RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor  
AA/Res: NA  
Prior Actions: NA


Dear Mike Haugh,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, 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 **12/23/19**

- YES**, Southwest International Trucks, Inc. agrees to extend this agreement through **10/12/2020**.
- NO**, Southwest International Trucks, Inc. declines to extend this agreement.

  
 \_\_\_\_\_  
 Authorized Signature 12/20/19  
Date  
 Scott Towles Parts Sales  
 \_\_\_\_\_  
 Printed Name and Title

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

Thank you,  
Mario Torres, Buyer III  
Mario.torres@dallascityhall.com  
214-671-9829

  
 \_\_\_\_\_  
 Assistant Director or Director  
  
 Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

**20-0416**

EFFECTIVE DATE

**3-18-2020 MM**

### INSTRUCTIONS

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

RECEIVED  
 2020 MAR 31 PM 1:35  
 CITY SECRETARY  
 DALLAS, TEXAS

**VENDOR NAME** Phoenix I Restoration and Construction, Ltd.      **VENDOR NUMBER** VC0000003594  
**CONTRACT NAME** Hall of State restoration Project      **DEPARTMENT** Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order #2, an increase in the construction contract with Phoenix I Restoration and Construction, Ltd. in the amount of \$48,892.25; thereby increasing the contract from \$9,734,960 to \$9,783,852.25.

**CONTRACT NUMBER:** PKR-2019-00010478      **CONTRACT TERM:** 3/15/2020 to 7/28/2020

**BACKGROUND**  
 This change order adds art conservator assessments of historic wall panels and aluminum leaf wall finishes as well as paint restoration of wood panels and trim in the South Texas Room. See Contractor's proposals dated 2/19/2020. The contractor has also requested a contract time extension of zero additional calendar days. All changes are requested by the City of Dallas Park and Recreation Department.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V02	PKR	VC01	FPRK	4310	PK17VC01	CX PKR-201900010478	\$48,892.25

**PROGRAM NO.:** See Program      **COMMODITY CODE:** 91200      **FINANCING:** 2017 Bond Fair Park Improvement Funds

**M/WBE INFORMATION**

Place an X in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 2      Original CR/AA No. 191414

Original CR/AA Date 9/11/19      Original CR/AA Amount \$8,754,600

Total of Previous Change Orders \$980,360 / \$9,734,960


Change Amount Including this Order \$1,029,252.25 / \$9,783,852.25


Total Change Order Percentage 11.76%

RTW 3/18/2020      **APPROVAL**

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

BY DEPARTMENT DIRECTOR       DATE 15 March 20

      3/26/2020      Date

Attested by       3/26/2020      Date

Calvert Collins-Bratton, President      Anthony Becker, Secretary  
 Park and Recreation Board      Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

20-0417

EFFECTIVE DATE

3/31/20

### INSTRUCTIONS

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

RECEIVED  
 2020 MAR 31 PM 12:15  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Standard Construction, LTD	<b>VENDOR NUMBER</b>	508379
<b>CONTRACT NAME</b>	Casa View and Gus Thomasson Streetscape	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 5 to the construction contract with Texas Standard Construction, LTD, for the Casa View and Gus Thomasson Streetscape improvements for \$49,945.00. This action will increase the contract amount from \$4,331,958.88 to \$4,381,903.88.

**CONTRACT NUMBER:** STS-2017-00001685      **CONTRACT TERM:** 2/10/2017 To 4/31/2020

**BACKGROUND**

It is necessary to add new items to the contract to install seven 14-foot standard inlets in order to complete the public works scope for this project. All items needed for this change order are listed in the attachment.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2U22	PBW	W053	SSUD	4510	PB12W053	STS12W053E1	\$49,945.00

PROGRAM NO.: PB12W053      COMMODITY CODE:      FINANCING: 2012 Bond Program

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 5      Original CR/AA No. 17-0439

Original CR/AA Date 2/22/2017      Original CR/AA Amount \$4,216,721.95

Total of Previous Change Orders \$115,236.93

Change Amount Including this Order \$165,181.93

Total Change Order Percentage 3.92%

*GOVE* *MS* *CTN*      **APPROVAL**

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

BY DEPARTMENT DIRECTOR Robert M. Perez      DATE 3/31/20





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

20-0418

EFFECTIVE DATE

MAR 18 2020

### INSTRUCTIONS

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

RECEIVED  
 2020 MAR 31 PM 2:11  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Big Sky Construction Company, Inc.	<b>VENDOR NUMBER</b>	VS000001696
<b>CONTRACT NAME</b>	Aquatic Phase II Bahama Beach, Exline, Harry Stone	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order # 4, an increase in the construction contract with Big Sky Construction Company, Inc. in the amount of \$38,610.10; thereby increasing the contract from \$15,136,677.94 to \$15,175,288.04.

<b>CONTRACT NUMBER:</b>	PKR-2019-00010413	<b>CONTRACT TERM:</b>	252 Working Days
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**BACKGROUND**  
 Change Order # 4 consists of the following items:  
 This change order is to extend the foundation pad for the Boomcrango slide, add a mascot spray feature for the children's spray pad and add a hand-held programming device for door hardware at Bahama Beach Waterpark Expansion (VB02-\$35,524.94); add a hand-held programming device for door hardware at Exline Aquatic Center (VB02-\$1,527.48); and add a hand-held programming device for door hardware at Harry Stone Aquatic Center (VK29-\$1,527.48).  
 All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V00	PKR	VB02	AQFC	4599	PK17VB02	CX PKR-2019-00010413	\$ 35,554.94
1V00	PKR	VB02	AQFC	4599	PK17VB02	CX PKR-2019-00010413	\$ 1,527.58
1V00	PKR	VK29	AWFC	4599	PK17VK29	CX PKR-2019-00010413	\$ 1,527.58
							\$ 38,610.10

**PROGRAM NO.:** Sec Program      **COMMODITY CODE:** 91200      **FINANCING:** 2017 Bond Program- Park and Recreation Facilities (B)

**M/WBE INFORMATION**

Place an [X] in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

MWBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No. 4      Original CR/AA No. 19-0904

Original CR/AA Date 6/12/2019      Original CR/AA Amount \$14,580,000.00

Total of Previous Change Orders \$556,677.94

Change Amount Including this Order \$15,175,288.04

Total Change Order Percentage 4.08%

**APPROVAL**

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

BY DEPARTMENT DIRECTOR: [Signature]      DATE: 18 March 20

[Signature]      3/26/2020      Date

Calvert Collins-Bratton, President  
 Park and Recreation Board

Attested by: [Signature]      3/26/2020      Date

Anthony Becker, Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205381

EFFECTIVE DATE

Feb 27, 2020

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

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

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

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

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

Vendor Name: DLT Solutions, LLC Vendor No. 338279

Subject: Workday Deployment Support Services SA No. 1

Lead Dept: Information & Technology Services

Action Requested: Authorize supplemental agreement number one to extend the term of the contract for one year.

Contract Number:	DSV-2019-00010279	Contract Term:	8/28/2020	to	8/27/2021
------------------	-------------------	----------------	-----------	----	-----------

Background: This professional services contract is for the Sierra-Cedar Deployment Support Services project. The contract provides services to assist the City by providing functional consulting support for module deployment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							\$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 Suppl'l Agreement Percentage
	1	19-1226	8/28/2019	\$1,366421.05	\$0.00	\$1,366421.05	0%

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

Shila Robinson  
By Department Director      Feb 14, 2020      Date

Michael Doss  
Approved as to Form by City Attorney      Mar 2, 2020      Date

Jay Zapata  
By City Manager      Feb 27, 2020      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

205382

EFFECTIVE DATE

2.26.20 *ms*

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

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

RECEIVED  
 CITY SECRETAR  
 DALLAS, TEXAS  
 200 MAR -2 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

Vendor Name: FILM, STAGE & SHOWBIZ EXPO, LLC Vendor No. VS0000074843

Subject: Small Business Expo

Lead Dept: Office of Economic Development

Action Requested: Authorize the Terms and Conditions to the Expo Exhibitors *payment for booth rental; services rendered*

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: *Payment*  
To provide ~~the terms and conditions~~ to the exhibitors for the booth at the Small Business Expo on February 27, 2020 from 10:00AM to 5:30PM at Dallas Market Hall

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1166	EC04	3320		- CX- ECO-2020-00013024	\$2,820.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$2,820.00

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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205383

EFFECTIVE DATE

2/25/2020 PP

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

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

RECEIVED  
 MAR-4 AM 11:00  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name:	The United States Conference of Mayors	Vendor No.	203839
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Subject: 2020 Membership Dues

Lead Dept: Office of Strategic Partnerships and Government Affairs

Action Requested: Administrative Action Approval to pay membership dues

Contract Number:	IGS-2020-00013003	Contract Term:	1/1/2020	to	12/31/2020
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Background: The Conference of Mayors is involved in a wide range of issues, such as assistance to mayors and police chiefs on a range of justice issues, the formation of a labor-management relations service to assist member cities with their labor and employee relations needs and developed an allied membership program comprised of individuals and organizations from private sector.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1991	OF01	3340		MASC IGS-2020-00013003	40,235.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	40,235.00

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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205384

EFFECTIVE DATE

3/3/20 *KW*

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

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

RECEIVED  
2020 MAR -4 AM 11:55  
CITY SECRETARY  
DALLAS, TEXAS

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

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

Vendor Name: Industrial/Organizational Solutions Vendor No. VS0000014784

Subject: Development of Assessment Centers and Written Exams Department: Civil Service

Action Requested: Authorization to pay vendor for the development of written exams and assessment centers for Dallas Fire Rescue, Fire Operations Lieutenant promotional exams.

Contract Number: CVS-2020-00012580 Contract Term: 2/10/2020 To 6/30/2021

Background: This contract is used for cost associated with all Dallas Fire Rescue promotional exams, for the development of written exams and to develop and administer all Dallas Fire Rescue Assessment Centers - Industrial/Organizational Solutions Incorporated.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	HS00	DF03	3090		CVS-2020-00012580	\$39,205.00
<b>TOTAL:</b>							<b>\$39,205.00</b>

Project No: Commodity Code: 92420 Financing:

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

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

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

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

*Jared Davis* 3/2/20 DATE  
 By Department Director

*Don Knight* 3/4/20 DATE  
 Approved as to form by City Attorney

*[Signature]* 3/3/20 DATE  
 By Assistant City Manager





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205385

EFFECTIVE DATE

02/18/2020 af

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

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

RECEIVED  
 102 MAR -4 PM 3:30  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: ALLData, LLC Vendor No. 356136

Subject: Access to Online Library Repair Series

Lead Dept: Library

Action Requested: Authorize payment for access to the Online Repair Series Subscription service for one (1) year period in the amount of \$1,500.00

Contract Number: LIB-2020-00012905 Contract Term: 4/9/2020 to 4/8/2021

Background: ALLData Repair Series Subscription provides auto repair services manuals and schematic for library customers. ALLData is the sole source for ALLDATA online automotive repair series database.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3341		- LIB-2020-00012905	\$1,500.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$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 Supp'l Agreement Percentage
						\$ 0.00	%

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

*My Guidice*  
By Department Director

02.13.2020  
Date

*[Signature]*  
Approved as to Form by City Attorney Date 03/04/20

*[Signature]*  
By City Manager

02/18/2020  
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

205386

EFFECTIVE DATE

Mar 2, 2020

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

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

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

<b>Vendor Name:</b>	Southwestern Bell Telephone Co. dba AT&T	<b>Vendor No.</b>	VC0000001081
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<b>Subject:</b>	Application and Letter of Agreement for Construction Services at Preston Royal Library
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<b>Lead Dept:</b>	Information & Technology Services
-------------------	-----------------------------------

<b>Action Requested:</b>	Authorize an Application and Letter of Agreement for Construction Services for the installation of new data cabling for fire and security systems at Preston Royal Dallas Public Library. CWOTS Record Number: 2281T19 MA No. 20120703-4818  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"><b>Contract Number:</b></td> <td style="width: 25%;">DSV-2020-00013036</td> <td style="width: 25%;"><b>Contract Term:</b></td> <td style="width: 25%;">2/17/2020 to 11/30/2020</td> </tr> </table>	<b>Contract Number:</b>	DSV-2020-00013036	<b>Contract Term:</b>	2/17/2020 to 11/30/2020
<b>Contract Number:</b>	DSV-2020-00013036	<b>Contract Term:</b>	2/17/2020 to 11/30/2020		

**Background:** New cabling will replace original copper cabling in the building that is outdated and has sustained water damage. As a result of water damage the fire and security alarm systems have become faulty and tagged for non-compliance with the fire code by the fire department.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	LIB	5379		3092		DSV-2020-00013036	\$10,000.00
							-	
							-	
<b>Financing:</b> General Fund							<b>TOTAL:</b>	\$10,000.00

	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
<b>Contract Amendment Information:</b>							%

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

Shelia Robinson  
By Department Director  
Feb 26, 2020  
Date

Don Knight  
Approved as to Form by City Attorney  
Mar 4, 2020  
Date

Joey Zepeda  
By City Manager  
Mar 2, 2020  
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

205387

EFFECTIVE DATE

1-10-20

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

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

RECEIVED  
 JAN 14 PM 4:44  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: M S Benbow & Associates Vendor No. VC18949

Subject: Consultant for Telecommunications Professional Service

Lead Dept: AVI

Action Requested: Authorize Administrative Action pay vendor for consultation to provide Telecommunication Services for Dallas Love Field Airport. Consultation will be for a six-month period at a cost not to exceed \$48,000.00

Contract Number: AVI-2020-00012190 Contract Term: 11/13/2019 to 11/12/2020

Background: M. S. Benbow proposes to provide engineering and technical assistance to support airport wireless communications. Also review the existing wireless radio distribution system in Garage C to access current condition and any issues that might causes the system to generate unwanted signals that could interfere with airport wireless operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
130	AVI	7754	AV26	3070		CX AVI-2020-00012190	\$48,000.00	
Financing: FY2020 Operating Fund							TOTAL:	\$48,000.00

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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date

01/30/20  
Date

01/10/20



RECEIVED

20-5388

Exhibit C  
Memorandum

2020 SEPT 24 PM 2:24  
CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE August 4, 2020  
TO City Secretary  
SUBJECT Correction to AA [205388]

This is the first (Y / N) correction to the subject Administrative Action. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 4/28/2020 authorizing Supplemental Agreement No. 1 to the professional service contract with Multatech Engineering, Inc. for additional services for Project Group 17-2004 increasing the contract amount by \$16,300.00 to a new total of \$319,164.75.

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

Typo       Financial/funding information       Obvious error from CR context

Administrative Action Section Action Requested /Contract Term should read as follows:

					12/4/2020
<b>Contract Number:</b>	PBW-2018-00007759	<b>Contract Term:</b>	10/24/2018	to	5/4/2020

Department Public Works

Director (or designee.): Robert M. Perez      8/10/20  
Signature      Date

**Robert M. Perez**  
Print Name

Attachment for reference: Administrative Action 205388, and if applicable, previous correction memo(s)

OFS:  Approved       Denied      Is ATT Approval Needed?  Y  N

OFS: [Signature]      9/24/2020  
Signature      Date

Woor Shaded  
Print Name

ATT:  Approved       Denied  
Assistant City Attorney: [Signature]      09-24-2020  
Signature      Date

**NNEENNA NWAKE**  
Print Name

SEPT 24 2020  
[Signature]



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205388

EFFECTIVE DATE

12/23/2019  
609  
RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
PR 2:47

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

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

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

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

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

Vendor Name: Multatech Engineering, Inc. Vendor No. VS0000011274

Subject: Alley Reconstruction Group 17-2004

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Multatech Engineering, Inc. for additional services for Alley Reconstruction Group 17-2004, in the amount not to exceed \$16,300.00, increasing the contract amount from \$302,864.75 to \$319,164.75.

Contract Number:	PBW-2018-00007759	Contract Term:	10/24/2018	to	5/4/2020
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Background: The additional services include more coordination and extensive progress meetings with City staff as well as other design team members to meet the revised schedule. This addendum also provides the proper documentation necessary to acquire four additional Right-of-Way clips that are needed to build three alleys per the City standards.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	PBW	V008	AREC	4111	PB17V008	CX PBW-2018-00007759	\$5,000.00
1V22	PBW	V011	AREC	4111	PB17V011	CX PBW-2018-00007759	\$8,800.00
1V22	PBW	V013	AREC	4111	PB17V013	CX PBW-2018-00007759	\$2,500.00
Financing:						TOTAL:	\$16,300.00

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
	1	18-1491	10/24/2018	\$302,864.75	\$0.00	\$319,164.75	5.38%

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

By Department Director

12/23/19  
Date

Approved as to Form by City Attorney

02-14-20  
Date

By City Manager  
for  
Date 12/23/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205389

EFFECTIVE DATE

January 28, 2020

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

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

2020 JAN 28 AM 11:32  
CITY SECRETARY'S OFFICE

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

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

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

Vendor Name: THE DALLASEC Vendor No. VS0000079057

Subject: Startup Week 2020 Bronze Sponsorship

Lead Dept: Office of Economic Development

Action Requested: Authorize Dallas Startup Week 2020 Bronze Sponsorship with The Dallas Entrepreneur Center

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: Dallas startup Week 2020 Bronze Sponsorship. Purpose is to provide COD exposure to startup community looking to invest in/and or expand operations with in COD. Sponsorship includes but not limit to multiple marketing opportunities (6) event passes *This will run from April 1, 2020 to the end of April 2020 (DBL)*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164	EC02	3320		- CX-ECO-2020-00012612	\$5,000.00	
						-		
						-		
Financing:							TOTAL:	\$5,000.00

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

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


*CDH*  
By Department Director

*1/27/2020*  
Date

*Ashley Stockton*  
Approved as to Form by City Attorney

*3/5/20*  
Date

*[Signature]*  
By City Manager  
*1/28/20*  
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>	<b>ADMINISTRATIVE ACTION</b> <h2>205390</h2>
		<b>EFFECTIVE DATE</b> Feb 11, 2020

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

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

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

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

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

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

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

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 MAR -3 PM 3  
 CITY SECRETARY'S  
 DALLAS, TEXAS

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

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

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

Vendor Name:	<b>MATT BAGLEY</b>	Vendor No.	VS94037
Subject:	Professional Services		
Lead Dept:	Office of Arts and Culture		

**Action Requested:** Consultant shall present a project entitled, "PrintShop a Go-Go 2020". This project is based on the ability to do mobile printing about anywhere. **Consultant shall provide three print-making workshops over a period of four months.** The activities are open to all ages and skill levels. Participants will take home fine art prints that they will create in the workshops. These workshops are intended to enhance an understanding of the arts by actively participating in learning about an art form that is accessible and fun. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.




Contract Number:	OCA-2019-00011738 (CR-00024895)	Contract Term:	2/14/2020	to	6/30/2020
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**Background:** The fee for this service is **\$7,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,750.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,750.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	ArtsAct-R1	MASC OCA-2019-00011738	\$7,500.00
						-	
						-	
<b>Financing:</b>		General Fund				<b>TOTAL:</b>	\$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 Supp'l Agreement Percentage
						\$ 0.00	%

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

 Jennifer Scripps (Feb 11, 2020) By Department Director	Feb 11, 2020 Date	 Ashley Stockton (Mar 3, 2020) Approved as to Form by City Attorney	Mar 3, 2020 Date
	 Joey Zanata (Feb 11, 2020) By City Manager	Feb 11, 2020 Date	



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	205392
		EFFECTIVE DATE
		Feb 11, 2020

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

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

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

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

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

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

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

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

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

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

Vendor Name:	JACOB L. NICE	Vendor No.	VC21149
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Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present project entitled "Slide By, a new play by Thomas Ward". The project is a play that will be presented as part of the ATTPAC Elevator Project. The play is set in a suburban American high school one week after the Columbine High School Massacre of 1999. As a part of the project, a series of free, post-play workshops will be held at local schools post-play, that will feature artist talks and coaching sessions with student actors. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

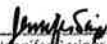


Contract Number:	OCA-2019-00011738 (CR-00025104)	Contract Term:	2/14/2020	to	5/31/2020
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Background: The fee for this service is **\$4,055.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,027.50** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) final payment of 50% or **\$2,027.50** upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Funding:	0001	OCA	4880		3089	ArtsAct-R2	MASC OCA-2019-00011738	\$4,055.00	
							-		
							-		
Financing:		General Fund						<b>TOTAL:</b>	\$4,055.00

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

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

 Jennifer Scripps (Feb 11, 2020) By Department Director	Feb 11, 2020 Date	 Ashley Stockton (Mar 3, 2020) Approved as to Form by City Attorney	Mar 3, 2020 Date
	 Joey Zapata (Feb 11, 2020) By City Manager	Feb 11, 2020 Date	





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 205393

EFFECTIVE DATE

12/10/19

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

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

2020 MAR -3 PM  
 CITY SECRETARY  
 DALLAS, TEXAS  
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2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

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

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

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

Vendor Name:	The State Chemical Manufacturing Company	Vendor No.	348772
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Subject:	Service Agreement of SWWTP parts washers	Department:	DWU (SWWTP)
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Action Requested:	36 Month service agreement to clean and maintain two (2) Mark XX parts washers and one (1) lift tank parts washer.		
Contract Number:	DWU-2020-00012065	Contract Term:	3/1/20 To 2/28/23
			11/1/2019 To 10/31/2022

Background: SWWTP recently replaced two (2) Mark XX parts washers and one (1) lift tank parts washer. The 36 month service agreement will serve to maintain the units which includes current issue solvent top off, the replacement of filters and parts, and cleaning of the units.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7453	752C	3110		DWU-2020-00012065	\$25,200.00
<b>TOTAL:</b>							<b>\$25,200.00</b>

Project No:	Commodity Code:	91052	Financing:
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

By Department Director: 12/5/19  
 DATE: 12/5/19  
 Approved as to form by City Attorney: 2/14/20  
 DATE: 2/14/20  
 By Assistant City Manager: 12/10/19  
 DATE: 12/10/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205394

EFFECTIVE DATE

Feb 15, 2020

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
020 MAR - PM 4:19

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

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

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

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

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

Vendor Name: Sergio Gutierrez Vendor No. VS34314

Subject: Contract Fee Instructor

Lead Dept: PKR

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

Contact: Leatrice Newhouse, 214-670-8847 Contract Term:

Contract Number:		Contract Term:	NTP	to	09/30/2020
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR		N/A	3064	N/A	- N/A	\$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
						\$ 0.00	%

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

*[Signature]*  
Joey Zapata (Feb 14, 2020)

Feb 14, 2020  
Date

By Department Director

*[Signature]*  
Benjamin N. Samples, II (Feb 25, 2020)

Feb 25, 2020  
Date

Approved as to Form by City Attorney

*[Signature]*  
Joey Zapata (Feb 15, 2020)

Feb 15, 2020  
Date

By City Manager

*[Signature]* 12.5.19





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205395

EFFECTIVE DATE

2/26/20 IB

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

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

RECEIVED  
 2020 MAR 5 PM 12:25  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Sapphire Bay Marina Vendor No. VC21172

Subject: Boat Hoist Purchase and Installation

Lead Dept: Dallas Fire-Rescue

Action Requested: Authorize the purchase and installation of one (1) boat hoist in the amount of \$23,031.22 to be installed at Sapphire Bay Marina for use by Dallas Fire-Rescue through GSA contract GS-07F-0087V.

Contract Number:	MASC-DFD-2020-00012890	Contract Term:	3-1-2020	to	8-31-2020
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Background: Since May 26, 2006 Dallas Fire Rescue has provided "Marine 1", a specially equipped fireboat to the waters of Lake Ray Hubbard. Emergency service and response provided by Dallas Fire Rescue include water rescue, fire operations, boater distress, and medical emergencies. Marine 1 provides a true "water based" fire attack resource with master stream capabilities. Recently Dallas Fire-Rescue purchased a second fireboat to increase operational availability on Lake Ray Hubbard. This purchase will allow for an additional dock to be constructed along with providing a hoist to store the second fireboat.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	HS00	DF06	4890		- MASC-DFD-2020-00012890	\$23,031.22	
Financing: General Funds							TOTAL:	\$23,031.22

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

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

*[Signature]*  
By Department Director

*[Signature]*  
By City Manager

*[Signature]* 3/4/2020  
Approved as to Form by City Attorney *[Signature]* Date

2-26-20  
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

205396

EFFECTIVE DATE

2/13/2013

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

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

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 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: TEXAS A&M ENGINEERING EXTENSION SERVICE- TEEX Vendor No. VC0000004488

Subject: Memorandum of Agreement

Lead Dept: DFR

Action Requested: Authorize a memorandum of agreement with Texas A&M Engineering Extension Service (TEEX) for the City of Dallas Fire-Rescue to participate in the Texas A&M Task Force 1 (TX-TF1).

Contract Number: DFD-2020-00012843 Contract Term: 2/19/2020 to 3/31/2025

Background: The TX-TF1 Water Rescue program is a robust response capability service Texas and the nation. Certified personnel will be provided by DFR. The provisions of this MOA apply to bailment of State of Texas owned equipment and use of approved Dallas Fire Rescue equipment for the express purpose of providing specialized equipment necessary for emergency response to rescues and evacuations during floodwater and Swiftwater events. These responses may be local, regional or statewide.

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
		14-1588		\$274,975.00		\$ 0.00	NA%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205397

EFFECTIVE DATE

3/4/2018

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

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

RECEIVED  
MAR -5 PM 12:25  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS

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

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

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

Vendor Name: Mohawk Lifts dba Mohawk Resources LTD Vendor No. VS0000038161

Subject: Installation of a 4-Post Rack

Lead Dept: Dallas Fire-Rescue

Action Requested: Authorize purchase and installation of a 4-Post Rack in the amount of \$31,078.34.



Contract Number: DFD-2020-00012291 Contract Term: 2/19/2020 to 1/20/2020

Background: Dallas Fire-Rescue requires the purchase and installation of a 4-Post Rack at 5000 Dolphin Rd in DFR Maintenance Division for the lifting of Ambulance Trucks for maintenance repairs. Authorize purchase and installation of the 4-Post Rack using Texas State Contract Schedule Agreement #TXMAS-18-23V05 contract period 08/01/2018 through 07/21/2020.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	MA01	DF08	4720		-	\$31,078.34	
						-		
						-		
Financing:							TOTAL:	\$31,078.34

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

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


2/26/2020
Ann Knight
2/25/20  
 By Department Director Date Approved as to Form by City Attorney Date  

3/4/20  
 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

205398

EFFECTIVE DATE

2-13-20 MSL

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

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

RECEIVED  
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 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: University of Texas Southwestern Medical Center Vendor No. 904272

Subject: AEP / CPR / Stop the Bleed Training Services Contract (3 year)

Lead Dept: Aviation (AVI)

Action Requested: Authorize Administrative Action for approval of a professional services contract (Training) between UT Southwestern and the City of Dallas, Department of Aviation for AEP / CPR / Stop the Bleed training for all AVI personnel FTE for a 3-year period.

Contract Number: AVI-2020-00012889 Contract Term: 2/10/2020 to 2/09/2023

Background: The City of Dallas, Department of Aviation requires all FTE personnel become trained and certified in CPR, AED and Stop-the-Bleed training in the event of a mass casualty event at Dallas Love Field, Dallas Executive Airport or the Downton Convention Center Vertiport. In order to provide this training, the Department of Aviation must enter into an agreement with a certified agency, capable of providing the services (training) requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7710	AV11	3099		CX - AVI-2020-00012889	\$12,750.00
Financing: FY2020 Operating Fund						TOTAL:	\$12,750.00

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

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

*[Signature]*  
By Department Director

2/12/20  
Date

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

3/5/20  
Date

*[Signature]*  
By City Manager  
2/13/20  
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

20-5399

EFFECTIVE DATE

10-28-2019

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): No cost extension of grant agreement. NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Vendor Name: US Department of Justice Vendor No. 356189

Subject: No Cost Extension of Federal Internet Crimes Against Children Grant

Lead Dept: Dallas Police Department

Action Requested: Authorize a no cost extension to the FY16-FY19 Federal Internet Crimes Against Children (ICAC) Task Force Program Grant.

Contract Number:	DPD-2017-00003742	Contract Term:	9/30/2019	to	3/31/2020
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Background: The City is requesting an extension to the Federal ICAC grant in order to allow additional time to spend remaining grant funds. The original grant term was 7/1/2016 through 9/30/2019. Due to unexpected vacancies in salaried positions and subgrantees not utilizing all allocated funds, the grant has accumulated \$269,643.17 of unspent and unencumbered funds. The 6-month extension will be used to spend the remaining, unallocated funds.

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
						\$ 0.00	%


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

*[Signature]*  
By Department Director

10/15/19  
*[Signature]*  
By City Manager

*[Signature]* 10/31/19  
Approved as to Form by City Attorney *[Signature]*  
Date

10/28/19  
Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <h1>205411</h1>
		<b>EFFECTIVE DATE</b> Feb 15, 2020

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

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

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

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

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

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

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

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

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

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

Vendor Name:	Valpak Franchise Operations, Inc.	Vendor No.	VS99881
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Subject: Advertising – Bahama Beach Waterpark

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$15,300.00 for Valpak Franchise Operations, Inc. The vendor will provide direct mail advertising for three months (May, June and July 2020) to 200,000 homes each mailing in the target market areas. Cost includes printing, insertion and postage of double-sided, full color Valpak insert as well as online coupons. Contact: Richard Sharnsky (214) 671-0821


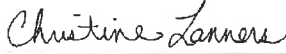

Contract Number:	PKR-2020-00012789	Contract Term:	5/1/2020	to	9/30/2020
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Background: Valpak direct mail advertising has been a successful marketing tool since 2008. Valpak direct mail advertising will reach 200,000 homes each month, within the prime target market areas for the Waterpark and will provide total 600,000 exposures for the advertising campaign in addition to the online coupons. Advertising Bidding Exemption Cap. 252.022 Gen Exemptions (Sec 16) State Government Code.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
001	PKR	5164		3320		MASC PKR-2020-00012789	\$15,300.00
						-	
						-	
Financing: Current Funds						<b>TOTAL:</b>	\$15,300.00

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

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

 John J. Wilkins (Feb 14, 2020) By Department Director	Feb 14, 2020 Date	 Christine Lannore Approved as to Form by City Attorney	Mar 6, 2020 Date
	 Joey Zapata (Feb 15, 2020) By City Manager	Feb 15, 2020 Date	



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	205412	
	EFFECTIVE DATE	
	Feb 15, 2020	

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: **Gone But Not Forgotten** Vendor No. \_\_\_\_\_

Subject: **Beautification Agreement**

Lead Dept: **Park and Recreation**

Action Requested: Authorize a Beautification Agreement with Gone But Not Forgotten. The vendor will replace all of the damaged and badly tarnished metal name plates at City Paupers Cemetery with laser engraved granite name plates, to remember those buried in the early 1900's.  
 Contact: Sloan Anderson 214-670-0203

Contract Number:	PKR-2019-00011056	Contract Term:	1/2/2020	to	1/1/2021
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Background: Gone But Not Forgotten is a group of men and women who study the human history and prehistory that existed in the city. Through research, personal labor and donations, they ensure by means of restoration, that individuals and their works, that bring importance to history, are not forgotten.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00011056	\$0.00	
<b>Financing:</b>							<b>TOTAL:</b>	\$0.00

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

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

 John Jenkins Feb 14, 2020 By Department Director	Feb 14, 2020 Date	 Milton Henderson (Mar 3, 2020) Approved as to Form by City Attorney	Mar 3, 2020 Date
 Joey Zapata Feb 15, 2020 By City Manager	Feb 15, 2020 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

205413

EFFECTIVE DATE

Feb 15, 2020

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

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

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

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

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

Vendor Name: David Garvey Vendor No. VS05595

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with David Garvey. The vendor will provide Tai Chi classes to the citizens of Dallas  
Contact: Leatrice Newhouse, 214-670-8847

Contract Number:		Contract Term:	NTP	to	09/30/2020
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR		N/A	3064	N/A	- N/A	\$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
						\$ 0.00	%

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

John J. Kinis  
John J. Kinis (Feb 14, 2020)  
By Department Director Date

Benjamin N. Samples, II  
Benjamin N. Samples, II (Mar 3, 2020)  
Approved as to Form by City Attorney Date

John Zapata  
John Zapata (Feb 15, 2020)  
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

## 205414

EFFECTIVE DATE

Feb 10, 2020

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising – Annual Campaign 2019-2020  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Vendor Name: Susquehanna Radio Holdings LLC Vendor No. VC0000006120

Subject: Advertising – Annual Campaign 2019 – 2020

Lead Dept: Park and Recreation

Action Requested:

Authorize a master agreement of \$13,410.00 for Susquehanna Radio Holdings LLC. The vendor will provide a custom radio marketing campaign for 2020 which will highlight golf in Dallas and encourage golfers to play all six municipal courses. The campaign will feature a total of 168 radio commercial spots over the course of one (1) year.  
Contact: Melissa De La Cruz, Business Mgr. II 214-670-8533

Contract Number: PKR-2020-00012064 Contract Term: 3/1/2020 to 3/1/2021

Background:

The City of Dallas operates six (6) public golf courses and five (5) tennis centers across Dallas. Golf and tennis play are a major source of revenue for the City of Dallas and it is essential to promote our quality golf courses and tennis centers as well as advertise our great value.

Funding:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5271		3320		MASC PKR-2020-00012064	\$13,410.00	
Financing:							TOTAL:	\$13,410.00

Contract Amendment Information:

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

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

By Department Director

Feb 10, 2020  
Date

Benjamin N. Samples, II (Mar 2, 2020)  
Approved as to Form by City Attorney

Mar 3, 2020  
Date

By City Manager

Feb 10, 2020  
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

205415

EFFECTIVE DATE

~~12/31/2019~~ 1/6/2021

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

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

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

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

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

Vendor Name: National Council for Community Development Inc., a New York nonprofit corporation d/b/a National Development Council (NDC) Vendor No. VC0000007269

Subject: NDC Contract for Review of Applications for Support of Housing Developments Seeking Housing Tax Credits from the Texas Department of Housing and Community Affairs (TDHCA).

Lead Dept: ECO

Action Requested: NDC to conduct reviews of applications from developers seeking resolutions of support/no objection for their housing tax credit applications to the TDHCA. NDC will review all applications to determine if they are eligible for a staff recommendation for a resolution based on the City's adopted policy for supporting housing developments seeking housing tax credits. Additionally, as part of the scope, NDC will provide a summary of their review, a recommendation regarding if the application meets the policy and qualifies for a recommendation for a resolution, and conduct a fair housing assessment.

Contract Number: ECO-2020-00012508 Contract Term: ~~December 31, 2019~~ to January 6, 2020 to December 31, 2020

Background: The application is open year-round with staff bringing forward any recommendations 4 times per year in accordance with the published calendar and policy. NDC will complete reviews at \$2,200.00 per application and not to exceed 21 applications for review.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164	EC02	3072		CX- ECO-2020-00012508	\$46,200.00	
						-		
						-		
Financing:							TOTAL:	\$46,200.00

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 Supp'l Agreement Percentage
						\$ 0.00	%

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

By Department Director 1/2/2020 Date

Approved as to Form by City Attorney 1/14/2020 Date

By City Manager 1/6/2020 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

2.05416

EFFECTIVE DATE

March 06, 2020

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

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

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

Vendor Name: Trittech Software Systems Vendor No. 514648

Subject: Computer-Aided Dispatch System Contract Extension

Lead Dept: Information & Technology Services

Action Requested: Authorize Supplemental Agreement 12 to the MAINTENANCE & SUPPORT CONTRACT FOR A TURNKEY COMPUTER-AIDED DISPATCH (CAD) SYSTEM to allow for a three (3) month contract extension using cost savings in the contract.

Contract Number: DSV-2016-00000723 Contract Term: 2/1/2020 to 4/30/2020

Background: The City uses InformCAD to dispatch first responders for emergency services. This extension will provide continued maintenance and support of this critical system while the extension and renewal terms of the underlying contract are being finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0191	DSV	2911		3438	NA	CT DSV20CADMNT	\$0.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	12	05-1795	2/11/2009	\$0.00	\$12,181,456.93	\$12,181,456.93	%

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

*Shelia Robinson*  
Shelia Robinson (Feb 27, 2020)

*Christina Sevoukas*  
Christina Sevoukas (Mar 9, 2020)

By Department Director

Approved as to Form by City Attorney

*Joey Zapata*  
Joey Zapata (Mar 6, 2020)

CT

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

205417

EFFECTIVE DATE

2/18/2020 PG

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

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

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

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

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

Vendor Name: iHeartMedia Vendor No. VS0000029337

Subject: Radio Advertising Campaign

Lead Dept: Code Compliance

Action Requested: 2020 Radio campaign advertising to increase awareness of West Nile, Zika and Chikungunya Virus and general Code Compliance Services

Contract Number: CCS-2020-00012908 Contract Term: 05/01/2020 to 10/30/2021

Background: The City of Dallas is implementing a public education campaign to urge citizens to practice the 4D's to protect themselves from West Nile, Zika and Chikungunya virus. The campaign also includes information regarding general Code Compliance Services

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CCS	4221		3320		- MASCCS-2019-00012908	\$30,160.00	
0001	CCS	3454		3321		- MASCCS-2019-00012908	\$10,000.00	
Financing:							TOTAL:	\$40,160.00

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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205418

EFFECTIVE DATE

02.18.20 *27A*

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

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

RECEIVED  
CITY SECRETARY'S  
DALLAS, TEXAS  
MAR-9 PM 3:42

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

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

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

Vendor Name: Sam Pack's Five Star Ford Vendor No. 113696

Subject: Maintain City Vehicles and Equipment

Lead Dept: Equipment and Fleet Management (EFM)

Action Requested: Authorize a one-year master agreement with Sam Pack's Five Star Ford in an amount of \$70,000.00 for vehicle installation and/or repairs; and for paint and body repair of vehicles, heavy duty trucks and police motorcycles.

Contract Number:	EFM-2020-00012801	Contract Term:	02/10/2020	to	02/09/2021
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Background: Master Agreement BN1702 - OEM - Car, Truck, Lifts, Motorcycle and Equipment Parts Labor is used to maintain City vehicles and equipment. Groups 54, 106 and 111 of this agreement was awarded to Westway Ford; who have agreed to cancel their contract for convenience. The awarded groups will be replaced by line items 153 and 154 under COOP/Buyboard Agreement No 601-19 with Sam Pack's Five Star Ford.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0196	EFM	1705		3110		CX- EFM-2020-00012801	\$11,666.66	
0196	EFM	1706		3110		CX- EFM-2020-00012801	\$11,666.66	
0196	EFM	1707		3110		CX- EFM-2020-00012801	\$11,666.66	
0196	EFM	1708		3110		CX- EFM-2020-00012801	\$11,666.66	
0196	EFM	1709		3110		CX- EFM-2020-00012801	\$11,666.66	
0196	EFM	1711		3110		CX- EFM-2020-00012801	\$11,666.70	
Financing:						General Funds	Total:	\$70,000.00

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.

*For*  
*CPB*  
*Donnell Duppen*  
By Department Director 2-13-20  
Date

*Anthony Mason*  
Approved as to Form by City Attorney 3/12/20  
Date

*Jayant*  
By City Manager 02/18/2020  
Date

*MBR*  
*2-14-20*



# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

205419

EFFECTIVE DATE

Mar 5, 2020

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR 9 PM 4:21

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

Vendor Name: **BALLET NORTH TEXAS, A TEXAS NONPROFIT PUBLIC BENEFIT CORPORATION** Vendor No. VC21065

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall produce the ballet production, *A Midsummer Night's Dream – A Sensory Friendly Performance*. The open-to-the-public production shall be a sensory friendly performance held at Moody Performance Hall on July 18th. Performance shall be designed to offer a safe and relaxed atmosphere for attendees, focusing around modifications in lighting, sound levels and audience response expectations. The sensory sensitive performance will contain all the substantive storytelling content and dancing presented to the general public. Post-performance, audience members will be allowed to meet the dancers up close, take pictures, and ask questions. Cast members for the Ballet North Texas production will include the professional company members company trainees, and members of the North Texas Conservatory Pre-professional Division. 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-2019-00011739 (CR-00025060)	Contract Term:	3/10/2020	to	8/31/2020
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Background: The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,500.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$5,000.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or **\$2,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OAC	4880		3089	AAct R2	MASC OCA-2019-000011739	\$10,000
						-	
						-	
Financing: General Fund						TOTAL:	\$10,000.00

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

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

*[Signature]*  
 By Department Director Date Mar 5, 2020

*[Signature]*  
 Approved as to Form by City Attorney Date Mar 5, 2020

*[Signature]*  
 By City Manager Date Mar 5, 2020





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

205420

EFFECTIVE DATE

2/18/2020 *af*

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAR 10 AM 9:50

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

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

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

Vendor Name: EnvisionWare Inc. Vendor No. 511447

Subject: Purchase of New Coin and Bill Acceptors

Lead Dept: Library

Action Requested: Authorize payment for purchase of 15 new coin and bill acceptors (CBA). Cost not to exceed \$37,047.63

Contract Number: LIB-2020-00012887 Contract Term: to

Background: The Library utilizes EnvisionWare CBAs to allow customers to pay for their computer printouts at the self-service station. Currently, many of the existing CBAs are in need of replacement, due to wear.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5310		3099		- LIB-2020-00012887	\$37,047.63
						-	
						-	
Financing:						<b>TOTAL:</b>	\$37,047.63

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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.

*my Gudice*  
By Department Director

02.13.2020  
Date

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

03/06/20  
Date

*[Signature]*  
By City Manager

02/18/2020  
Date



205421

RECEIVED

2021 SEP -8 PM 2: 30

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

**Memorandum**

DATE 09/8/2021

TO City Secretary

SUBJECT Correction on Administrative Action (AA) #20-5421; #21-5422

The Administrative Action (AA) #20-5421 approved on 12/13/2019 authorized an Economic Development Grant Agreement pursuant to Chapter 380 of the Texas Local Government Code and the City's Public Private Partnership Program to provide grant funding under the Southern Dallas Adaptive Reuse Pilot Program and Program Statement approved by Council Resolution #151236 June 17, 2015 to Small Beer Works, LLC with the contract term from December 5, 2019 to December 05, 2020 and by AA #21-5422 extending to contract term to December 18, 2021.

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

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

The following change to the financial/funding information is requested as follows.

**From:**

Fund 0352, Department ECO, Unit P886, ACTV: PPPF, Object 3016, Program N/A, Encumbrance/Contract No. CX ECO-2020-00012314, Vendor VC20832, Amount \$30,000.00

**To:**

Fund 0352, Department ECO, Unit W142, ACTV PPPF, Object 3016, Program N/A, Encumbrance/Contract No. CX ECO-2020-00012314, Vendor VC20832, Amount \$30,000.00

Department: Office of Economic Development (ECO)

Director (or designee):

  
Signature

09/08/2021  
Date

Jivoka Rosales  
Print Name

Attachments: AA #20-5421  
AA#21-5422  
CR #151236

*g alvarez*



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205421

EFFECTIVE DATE

12/13/2019

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

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

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NOV 10 PM 3:31  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: Small Beer Works, LLC Vendor No. VC20832

Subject: Chapter 380 Economic Development Grant Agreement

Lead Dept: Office of Economic Development

Action Requested: Authorize an Economic Development Grant Agreement to Small Beer Works, LLC as authorized by Chapter 380 of the Texas Local Government Code and the City's Public Private Partnership Program and the Southern Dallas Adaptive Reuse Grant Program approved on June 17, 2015 by CR# 15-1236

Contract Number: ECO-2020-00012314 Contract Term: 12/5/2019 12/05/2020

Background: Adaptive Reuse is the practice of repurposing underutilized buildings to support better use as an alternative to demolition, vacancy, or undesirable use. The property owner/business operator will invest a minimum of \$150,000 in property improvements to renovate a vacant commercial building located at 1906 S. Haskell Ave. into a commercial brewery. This grant meets the eligibility criteria of the adaptive reuse program and authorized by Council Resolution 15-1236.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0352	ECO	P886	PPPF	3016	N/A	CX ECO-2020-00012314	\$30,000
						-	
						-	
Financing:						<b>TOTAL:</b>	\$30,000

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

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


*[Signature]*  
By Department Director

12/15/19  
Date

*[Signature]* 3/10/20  
Approved as to Form by City Attorney

*[Signature]*  
By City Manager

12/13/19  
Date

 <b>CITY OF DALLAS</b>	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1> <p style="margin: 0;">See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>205422</b>
		<b>EFFECTIVE DATE</b>
		Jan 29, 2020

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising – Annual Campaign 2019-20  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

<b>Vendor Name:</b>	Newberry Publishing Inc. dba DFW Links Magazine	<b>Vendor No.:</b>	VS00000038691
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**Subject:** Advertising – Annual Campaign 2019 - 2020

**Lead Dept:** Park and Recreation

**Action Requested:** Authorize a master agreement of \$15,800 with Newberry Publishing Inc. dba DFW Links Magazine. The vendor will provide print and radio advertising for the 2019-20 golf and tennis marketing programs in DFW Links Magazine and DFW Links/Texas Kink on the Air.  
Contact: Melissa De La Cruz, Business Manager II (214) 670-8533

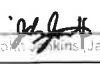
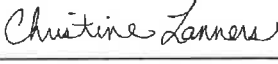
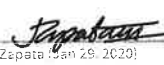
<b>Contract Number:</b>	PKR-2020-00012680	<b>Contract Term:</b>	3/1/2020	<b>to</b>	9/30/2020
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**Background:** The City of Dallas operates six (6) public golf courses and five (5) tennis centers across Dallas. Golf and tennis play are a major source of revenue for the City of Dallas and it is essential to promote our quality golf courses and tennis centers as well as advertise our great value.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmb</i> Funding:	N/A	PKR	N/A		N/A		MASC PKR-2020-00012680	\$15,800.00
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

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

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

 By Department Director	Jan 29, 2020 Date	 Approved as to Form by City Attorney	Mar 9, 2020 Date
 By City Manager	Jan 29, 2020 Date		

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	205423	
	EFFECTIVE DATE	
	Jan 29, 2020	

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

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

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

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

RECEIVED  
 2:10 PM 1/29/20  
 CITY SECRETAR  
 DALLAS, TEXAS

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

Vendor Name: April Wren DBA Elegant Princess Diamonds	Vendor No. VS20247
---	--------------------

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a contract fee instructor agreement of \$10,000.00 with April Wren DBA Elegant Princess Diamonds. The vendor will provide Dance classes to the citizens of Dallas  
 Contact: Leatrice Newhouse, 214-670-8847

Contract Number:	PKR-2020-00012682	Contract Term:	NTP	to	09/30/2020
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.


	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	PKR		N/A	3064	N/A	CX PKR-2020-00012682	\$10,000.00
							-	
							-	
Financing:							<b>TOTAL:</b>	\$10,000.00

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

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

 By Department Director	Jan 29, 2020 Date	 Approved as to Form by City Attorney	Mar 9, 2020 Date
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 By City Manager	Jan 29, 2020 Date
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 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	205424	205424
	EFFECTIVE DATE	EFFECTIVE DATE
	Mar 10, 2020	Mar 10, 2020

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

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

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

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

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

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

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

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

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

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 CITY SECRETARY  
 DALLAS TEXAS  
 MAR 10 2020 PM 4:40

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

Vendor Name:	Alvaro Rosales	Vendor No.	VC14671
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Subject:	Contract Fee Instructor
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Lead Dept:	PKR
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Action Requested:	Authorize a contract fee instructor agreement of \$35,000.00 with Alvaro Rosales. The vendor will provide Dance classes to the citizens of Dallas.  Contact: Leatrice Newhouse (214) 670-8847						
	Contract Number:	PKR-2019-00011628	Contract Term:	NTP	to	09/30/2020	

Background:	Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.						
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR		N/A	3064	N/A	CX PKR-2019-00011628	\$0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$0.00

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

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

*John Jenkins*  
 John Jenkins (Mar 9, 2020)

By Department Director

Mar 9, 2020

Date

*Milton Henderson*  
 Milton Henderson (Mar 10, 2020)

Approved as to Form by City Attorney

Mar 10, 2020

Date

*Joey Zapata*  
 Joey Zapata (Mar 10, 2020)

By City Manager

Mar 10, 2020

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

205425

EFFECTIVE DATE

Feb 15, 2020

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
MAR 10 PM 5:00

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

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

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

Vendor Name: Latina Broadcasters of Texas LLC Vendor No. VS0000063972

Subject: Advertising Bahama Beach Waterpark

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$3,750.00 for Latina Broadcasters of Texas LLC. The vendor will provide radio and television advertising for the DFW Latin Community. Radio broadcasting on LaMexicana 87.7 FM and video advertising on LATN Verizon FIOS and Charter 24. Each media outlet will advertise 5 spots per day for a total of 280 spots with 20 bonus spots. Bahama Beach Waterpark tickets will be provided as giveaways. Contact: Richard Sharnsky (214) 671-0821.

Contract Number: PKR-2020-00012796 Contract Term: 5/1/2020 to 9/30/2020

Background: Advertising is essential to generate waterpark attendance. Latina Broadcasters targets the Spanish populations in the DFW Metroplex which is a portion of our attendance demographic. Advertising Bidding Exemption Chap. 252.022 (Sec16) State Code.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5164		3320		MASC PKR-2020-00012796	\$3,750.00
						-	
						-	
Financing: Current FY						TOTAL:	\$3,750.00

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

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

John J. Rins Feb 14, 2020  
By Department Director Date

[Signature] 03-06-2020  
Approved as to Form by City Attorney Date

Joey Zapata Feb 15, 2020  
By City Manager Date

MT  
ORIGINAL - City Secretary





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205426  
EFFECTIVE DATE

3/10/2020 KB

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

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

CITY SECRETARY  
 DALLAS, TEXAS  
 02 MAR 20 PM 1:51  
 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

Vendor Name: Golden Gate Adult Rehabilitation Ministry Vendor No. VS0000021798  
 Subject: Supplemental Agreement No. 1 to the Subrecipient Agreement – South Dallas Drug Court  
 Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the Subrecipient Agreement with Golden Gate Adult Rehabilitation Ministry, Inc. to continue providing recovery support services to program participants in the South Dallas Drug Court (SDDC) during FY 19-20. This Supplemental Agreement No. 1 shall not exceed \$10,000, increasing the contract amount from \$10,000 to \$20,000.  
 Contract Number: ATT-2019-00011636 Contract Term: 9/30/19 to 9/29/2020

Background: On September 11, 2019, City Council by Resolution No. 19-1384, authorized acceptance of the Substance Abuse and Mental Health Services Administration (SAMHSA) Grant from the U.S. Department of Health and Human Services (HHS) in the amount of \$326,335.00 for year two of the project period, to expand capacity at the existing South Dallas Drug Court (SDDC) for the period September 30, 2019 through September 29, 2020. SDDC incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination.  
 On September 20, 2019, AA No. 19-6589 authorized a contract with Golden Gate Adult Rehabilitation Ministry, Inc. to provide recovery support services to program participants in the SDDC during FY 19-20. This Supplemental Agreement No. 1 shall not exceed \$10,000, increasing the contract amount from \$10,000 to \$20,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F599	ATT	4162		3070		CX ATT-2019-00011636	\$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
	1	19-6589	9/20/2019	\$10,000.00	0	\$20,000.00	%

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

*W. Powers*  
By Department Director

3.9.20  
Date

*Bob S. McDaniel* 3/10/2020  
Approved as to Form by City Attorney Date

*[Signature]* 3/10/20  
By City Manager Date





**Memorandum**

Date: April 14, 2020

To: Bilierae Johnson, City Secretary, CSO

From: Ayeh Powers, Managing Attorney, CAO

Re: **Correction to Administrative Action No. 20-5427**  
for Matthews, Shiels, Knott, Eden, Davis & Beanland, L.L.P.

On Administrative Action No. 20-5427, please document the following correction to the object code in the funding section:

Remove: OBJ 3047      **Correction: OBJ 3033**

Thank you.

Ayeh Powers  
Ayeh Powers (Apr 14, 2020)

Ayeh Powers  
Executive Assistant City Attorney  
Managing Attorney  
Dallas City Attorney's Office

4.14.20

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

205427

EFFECTIVE DATE

3/10/2020

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MARCH 11 11:51 AM

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

Vendor Name: Matthews, Shiels, Knott, Eden, Davis, & Beanland, L.L.P. Vendor No. VC0000007463

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Matthews, Shiels, Knott, Eden, Davis, & Beanland, L.L.P. to provide legal services in connection with representation of Dallas Police Officer Jeffrey Newhouse in the case styled Eliajah Yerna v. Jeffrey Newhouse, et al.; Case No. 3:20-cv-00035-S. This contract shall not exceed \$50,000.

Contract Number:	ATT-2020-00013160	Contract Term:	3/5/2020	to	Indefinite
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Background: Matthews, Shiels, Knott, Eden, Davis, & Beanland, L.L.P. will provide legal services in connection with representation of Dallas Police Officer Jeffrey Newhouse in the case styled Eliajah Yerna v. Jeffrey Newhouse, et al.; Case No. 3:20-cv-00035-S. This contract shall not exceed \$50,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2020-00013160	\$50,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$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
						\$ 0.00	%

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

 3.9.20  3-10-20  
 By Department Director Date Approved as to Form by City Attorney Date  
 3/10/20  
 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

205428

EFFECTIVE DATE

3/10/2020 RB

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

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

RECEIVED  
2020 MAR 10 PM 1:55  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: CaseWorthy, Inc. Vendor No. VC17822

Subject: Case Management Software Services (SaaS) Extension

Lead Dept: City Attorney's Office

Action Requested: Authorize a one-year extension with CaseWorthy, Inc., to continue providing software and maintenance services for a Case Management System for the City of Dallas Community Courts, covering the period February 1, 2020 through January 31, 2021. This contract shall not exceed \$13,400.

Contract Number:	ATT-2018-00004456	Contract Term:	2/1/2020	to	1/31/2021
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Background: CaseWorthy, Inc. will continue providing Case Management System (SaaS) software services and maintenance for the City of Dallas Community Courts, covering the period February 1, 2020 through January 31, 2021. This contract shall not exceed \$13,400.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ATT	Various		3070		MASC ATT-2018-00004456	\$13,400.00	
Financing:							TOTAL:	\$13,400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-7064	11/2/2017	\$31,296.00		\$44,696.00	%

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

*Wendy Powers*  
By Department Director

3.9.20  
Date

*Bob A. McDaniel*  
Approved as to Form by City Attorney  
Date 3/10/2020

*[Signature]*  
By City Manager  
Date 3/10/20



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205429  
EFFECTIVE DATE  
02/13/2020-110

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

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

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
FEB 10 PM 4:38

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

Vendor Name: MobyDick Total Solutions Vendor No. VS100681

Subject: Emergency Dust Control Cannon 70 for June 2019 Storm

Lead Dept: SANITATION DEPARTMENT

Action Requested: Authorization to pay for services rendered for an emergency dust control Cannon 70 rental for June 9, 2019 severe weather event.

Contract Number: SAN-2020-00012713 Contract Term: to

Background: Following the June 2019 storm, this emergency rental was required to control the dust at the 635/75 Greenville Avenue debris collection site. This unit/model was not on master agreement, necessitating this administrative action.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0440	SAN	3521		3599		CX- SAN-2020-00012713	\$13,200.00
						-	
						-	
Financing:						TOTAL:	\$13,200.00

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 Supp'l Agreement Percentage
						\$ 0.00	%

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

*[Signature]*  
By Department Director

2/5/20  
Date

*[Signature]* 2/27/20  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

02/13/2020  
Date

*[Signature]*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205430

EFFECTIVE DATE

12/12/2019

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

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

CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED  
NOV 11 9 11 AM '19

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

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

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

Vendor Name: Dallas County Community College District Vendor No. 256009

Subject: Interlocal Agreement – Training – Automotive and Diesel

Lead Dept: Equipment and Fleet Management

Action Requested: Authorize execution of an Interlocal Agreement between City of Dallas and Dallas County Community College District for the provision of technical training in the automotive and diesel technology.

Contract Number:	EFM-2020-00012387	Contract Term:	10-01-19	to	10-31-21
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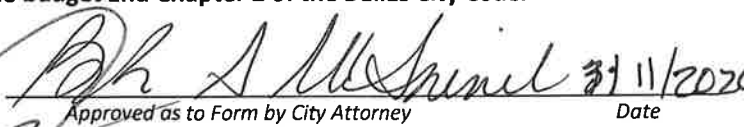
Background: The Department of Equipment and Fleet Management is partnering with Cedar Valley College (CVC) to enhance the training opportunities for City Staff and offer practical work experience for the CVC students.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0196	EFM	1701		3099		CX- EFM-2020-00012387	\$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
						\$ .00	%

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

 12-10-19  
 By Department Director Date

 11/20/20  
 Approved as to Form by City Attorney Date

 12/12/19  
 By City Manager Date

mer



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205431

EFFECTIVE DATE

02.18.20

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

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

RECEIVED  
 CITY SECRETARY  
 DALLAS, TEXAS  
 FEB 11 PM 4:08

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

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

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

Vendor Name: Reeder Distributors, Inc. Vendor No. VS0000072866

Subject: Automotive Parts Fluids Maintenance & Equipment at the Central Service Center

Lead Dept: Equipment and Fleet Management (EFM)

Action Requested: Authorize the demolition and replacement of existing reels and lube lines from COOP/Buyboard Agreement No. 551-17.

Contract Number: EFM-2020-00012826 Contract Term: 02/10/2020 to 08/09/2020

Background: As recommended by the Fleet Management Study conducted by Alvarez & Marsal in 2018, Equipment and Fleet Management conducted an evaluation of service shop equipment needs. The focus is to improve shop workflow by replacing outdated equipment and adding tools that will optimize and enhance efficiency in Maintenance and operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
ML19	EFM	E397		4720		CX - EFM-2020-00012826	\$49,239.00
Financing: Master Lease Funding						TOTAL:	\$49,239.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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.

*Donzell Dixon*  
By Department Director

2-11-20  
Date

*Arthur N. Benson*  
Approved as to Form by City Attorney  
3/11/20  
Date

*Jay Rutan*  
By City Manager

02/18/2020  
Date

*M ER*  
2-14-20





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

205432

EFFECTIVE DATE

Mar 10, 2020

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

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

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

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

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

Vendor Name: **LYRIC STAGE, INC.** Vendor No. **VC21143**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present a production entitled "Abyssina" based on the novel *Marked by Fire*. This open-to-the-public musical performance will run at Majestic Theatre February 14-16, 2020. A free community performance at St. Philips school and community center following the performance dates in February will take place. Consultant shall also conduct a free theater master class for students at Saint Philips school and at a campus in Dallas Independent School District. This master class will be tailored to the needs of the students. 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-2019-00011739 (CR-00025046)	Contract Term:	3/11/2020	to	7/31/2020
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Background: The fee for this service is **\$15,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$3,750.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$7,500.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or **\$3,750.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OAC	4880		3089	AAct R2	MASC OCA-2019-000011739	\$15,000.00
						-	
						-	
Financing: General Fund						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 Suppl Agreement Percentage
						\$ 0.00	%

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

By Department Director  
Date

Mar 9, 2020  
Date


Approved as to Form by City Attorney  
Date

Mar 11, 2020  
Date

By City Manager  
Date

Mar 10, 2020  
Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	205433
	ADMINISTRATIVE ACTION	
	See Administrative Directive 4-05 for 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
		Feb 27, 2020

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 11 PM 4:03

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

Vendor Name: **ANITA N. MARTINEZ BALLE FOLKLORICO** Vendor No. 269236

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

**Action Requested:** Consultant shall present performances or workshops as directed by the Office of Cultural Affairs that use dance in the form of traditional Mexican Folklorico from five different regions of Mexico. Performances will demonstrate the unique music, costumes and history of each region. Consultant shall also provide educational workshops based on their Wonders of Mexico Program. Performances and workshops are available to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.




Contract Number: OCA-2019-00011368 (CR-00024750) Contract Term: 3/5/2020 to 9/30/2020

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$10,000.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC OCA-2019-00011368	\$10,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$10,000.00

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

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

 Jennifer Scripps (Feb 27, 2020) By Department Director	Feb 27, 2020 Date	 Tasheena Byrd (Mar 10, 2020) Approved as to Form by City Attorney	Mar 10, 2020 Date
 Joey Zapata (Feb 27, 2020) By City Manager	Feb 27, 2020 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

205434

EFFECTIVE DATE

2-13-20 *mkc*

RECEIVED  
 2020 MAR 12 AM 8:27  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

Vendor Name: National Business Aviation Association – BACE Convention Vendor No. VC0000009211

Subject: Booth Space for Business Aviation Convention Exhibition

Lead Dept: AVI

Action Requested: Authorize Administrative Action for Aviation to purchase booth at NBAA – BACE Convention. Booth rental not to exceed \$42,975.00.

Contract Number: AVI-2020-00012893 Contract Term: 2/10/2020 to 2/09/2021

Background: Aviation attends NBAA Conference annually to display information about the Aviation Industry. The booth will present information on Dallas Love Field and Dallas Executive Airport. Booths are for rental only through NBAA. Booth Rental not to exceed \$42,975.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7731	AV09	3099		CX AVI-2020-00012893	\$42,975.00

Financing: FY2020 Operating Fund TOTAL: \$42,975.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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

*2/12/20*  
Date

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

*3/11/20*  
Date

*[Signature]*  
By City Manager

*2/13/20*  
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

205435

EFFECTIVE DATE

03/09/2020

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

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

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

Vendor Name:	James Uhl DBA Breaking the Chain Consultant	Vendor No.	VC20578
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Subject:	Facilitator for Leadership Training
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Lead Dept:	Code Compliance
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Action Requested:	Authorize a service contract with Breaking the Chain Consultant to facilitate a leadership training in interactive group sessions for Code Compliance employees  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Contract Number:</td> <td style="width: 25%;">CCS-2019-00011674</td> <td style="width: 10%;">Contract Term:</td> <td style="width: 10%;">10/31/2019</td> <td style="width: 10%;">to</td> <td style="width: 15%;">09/30/2020</td> </tr> </table>	Contract Number:	CCS-2019-00011674	Contract Term:	10/31/2019	to	09/30/2020
Contract Number:	CCS-2019-00011674	Contract Term:	10/31/2019	to	09/30/2020		

**Background:** The Department of Code Compliance is requesting to amend the existing contract to continue the training forums by adding more focused Leadership and Management sessions to improve the working relationship. The purpose of these sessions is to increase overall employee engagement and build upon the work and findings from previous training. Training date TBD

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCS	3454	CC01	3364		CX- CCS-2019-00011674	\$12,648.40
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$12,648.40

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	205162	09/30/19	\$9,300.00		\$21,948.40	74%

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

By Department Director

3/15/2020  
Date


Approved as to form by City Attorney

3/12/2020  
Date

By City Manager

3/9/2020  
Date

*Contract Required*

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	205436
		EFFECTIVE DATE
		2/26/2020

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

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

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 CITY SECRETARY  
 DALLAS, TEXAS  
 MAR 12 PM 1:56

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

Vendor Name: Atilano Torres DBA Torres Construction Vendor No. 337798

Subject: Home Improvement and Preservation Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute agreement for payment for Home Improvement and Preservation Program project at property address 2853 Poinsettia Drive, Dallas, Texas 75211 in the amount of \$60,372.50, and the lead-based grant in the amount of \$5,900. CDBG funds will be utilized for this project.


Contract Number:	HOU-2020-00011785	Contract Term:	2/21/2020	to	5/21/2020
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Background: On November 28, 2018 by Resolution No. 181680, approved an all-inclusive repair and rehabilitation program for single-family owner-occupied housing units. Home Improvement and Preservation Program (HIPP) will be offered as a repayment loan program to low and moderate-income homeowners, with the purpose of making needed improvements and preserving affordable housing. Homeowner is Maricela Yoder.


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

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

  
 By Department Director
 

 2/25/2020  
 Date
 

  
 Approved as to Form by City Attorney
 

 3/6/20  
 Date

  
 By City Manager
 

 2/24/20  
 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

205437

EFFECTIVE DATE

Feb 24, 2020

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

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

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MAR 12 PM 1:54  
CITY SECRETARY  
DALLAS, TEXAS

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

Vendor Name: Tully Artworks LLC Vendor No. VC19691

Subject: Bath House Cultural Center Art Project

Lead Dept: Office of Arts & Culture

Action Requested: Authorization is requested for payment for services rendered by Tully Artworks LLC for the prepared design proposal and presentation for a site-specific artwork for the Bath House Cultural Center Art Project located at 521 E Lawther Dr.

Contract Number: OCA-2019-00011583 Contract Term: November 14, 2019 to February 28, 2020

Background: Following Dallas City Code and Cultural Policy guidelines, the project was competitively advertised, and Tully Artworks LLC was selected as one of three short-listed artists to prepare proposals for consideration by the artist selection panel. Each artist selected will receive a stipend of \$3,000 to cover the costs of producing a public art concept proposal for the park. The stipend must cover all costs of site visits, site research, production of a site-specific public art concept, shipping of the maquette (where applicable) and travel to make a presentation of the proposal to a selection panel.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0121	DWU	CS95	PUBA	3070	7PUBART17	CX- OCA-2019-00011583	\$3,000.00
						-	
						-	
Financing: 2017 Bond Fund						TOTAL:	\$3,000.00

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

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

*[Signature]*

By Department Director

Feb 24, 2020

Date

*Christen Sutton*

Christen Sutton (Mar 11, 2020)

Approved as to Form by City Attorney

Mar 11, 2020

Date

*[Signature]*

By City Manager

Feb 24, 2020

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

205438

EFFECTIVE DATE

Feb 28, 2020

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

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

RECEIVED  
 MAR 2 2020  
 2 PM 2:58  
 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

Vendor Name: Chevo Studios, Inc. Vendor No. VC20513

Subject: Bath House Cultural Center Art Project

Lead Dept: Office of Arts & Culture

Action Requested: Authorization is requested for payment for services rendered by Chevo Studios, Inc. for the prepared design proposal and presentation for a site-specific artwork for the Bath House Cultural Center Art Project located at 521 E Lawther Dr.

Contract Number: OCA-2019-00011581 Contract Term: November 14, 2019 to February 28, 2020

Background: Following Dallas City Code and Cultural Policy guidelines, the project was competitively advertised, and Chevo Studios, Inc. was selected as one of three short-listed artists to prepare proposals for consideration by the artist selection panel. Each artist selected will receive a stipend of \$3,000 to cover the costs of producing a public art concept proposal for the park. The stipend must cover all costs of site visits, site research, production of a site-specific public art concept, shipping of the maquette (where applicable) and travel to make a presentation of the proposal to a selection panel.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0121	DWU	CS95	PUBA	3070	7PUBART17	CX- OCA-2019-00011581	\$3,000.00
Financing: 2017 Bond Fund						TOTAL:	\$3,000.00

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

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

*[Signature]*  
 By Department Director Date Feb 28, 2020

*Christen Sutton*  
 Approved as to Form by City Attorney Date Mar 12, 2020

*[Signature]*  
 By City Manager Date Feb 28, 2020





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205439

EFFECTIVE DATE

3/10/20 KS

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

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

RECEIVED  
 2020 MAR 12 PM 3:00  
 CITY SECRETAR  
 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

Vendor Name: Law Office of Mark E. Goldstucker Vendor No. VC000013179

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Law Office of Mark E. Goldstucker to provide legal representation to Dallas Police Officer Jason Kimpel in connection with the lawsuit styled Mary Dawes, et al. v. The City of Dallas, et al.; Civil Action No. 3:17-cv-001424-D. This contract shall not exceed \$50,000.

Contract Number: ATT-2020-00013022 Contract Term: 2/21/2020 to Indefinite

Background: Law Office of Mark E. Goldstucker is being retained to provide legal representation to Dallas Police Officer Jason Kimpel in connection with the lawsuit styled Mary Dawes, et al. v. The City of Dallas, et al.; Civil Action No. 3:17-cv-001424-D. The firm will be paid on an hourly rate basis as provided by the engagement letter dated February 21, 2020. This contract shall not exceed \$50,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3033		MASC ATT-2020-00013022	\$50,000.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$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
						\$ 0.00	%

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

*W. Powers*  
By Department Director

3.9.20  
Date


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

03/12/20  
Date

*[Signature]*  
By City Manager  
3/10/20  
Date

*MJD*



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION	
	205440	EFFECTIVE DATE	
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		Mar 11, 2020

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Vendor Name:	Make Art With Purpose, Incorporated	Vendor No.	VS91255
Subject:	Cultural Contracts		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Authorization is requested to procure the services of Make Art with Purpose, Incorporated for the following cultural service: Artistic collective MAP will provide 22 pieces of original artwork for MAP2020: *The Further We Roll, The More We Gain* exhibition at the Latino Cultural Center by March 20, 2020.




<b>Contract Number:</b>	OCA-2019-00011373 (CR-00025081)	<b>Contract Term:</b>	3/15/2020	to	3/20/2020
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**Background:** The fee for this service will not exceed **\$5,500.00**. Artistic collective Make Art With Purpose, Incorporated understands that the City of Dallas will pay for services as follows: one installment of \$2,750.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$2,750.00 within 30 days of completion of service and receipt of final invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4805		3089		MASC- OCA-2019-00011373	\$5,500.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$5,500.00

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
						\$ 0.00	%

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

 Jennifer Gripps (Mar 11, 2020) _____ By Department Director	Mar 11, 2020 _____ Date	 Christen Sutton (Mar 11, 2020) _____ Approved as to Form by City Attorney	Mar 11, 2020 _____ Date
 Joey Zapata (Mar 11, 2020) _____ By City Manager	Mar 11, 2020 _____ 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

205441

EFFECTIVE DATE

Nov 14, 2019

RECEIVED  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS  
NOV 12 PM 4:18

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Advertising – Annual Campaign 2019-20  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Vendor Name:	Texas VIP Rewards dba Go Mobile VIP	Vendor No.	VC17624
--------------	-------------------------------------	------------	---------

Subject: Advertising – Annual Campaign 2019 - 2020

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement of \$8,388.00 for Texas VIP Rewards dba Go Mobile VIP. The vendor will provide a 12-month specialized SMS (standard text) and MMS (pictures, audio, and video) marketing campaign highlighting golf in Dallas and encouraging golfers to play at municipal Golf courses on a weekly schedule.  
Contact: John Lawrence, Sr. Park Manager (214) 670-8860

Contract Number:	PKR-2020-00011921	Contract Term:	11/1/2019	to	09/30/2020
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Background: The City of Dallas operates six (6) public golf courses and five (5) tennis centers across Dallas. Golf and tennis play are a major source of revenue for the City of Dallas and it is essential to promote our quality golf courses and tennis centers as well as advertise our great value.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2020-00011921	\$8,388.00
	Financing:							TOTAL:

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

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

John Jenkins  
By Department Director

Nov 14, 2019  
Date

ONN  
ONN (Mar 11, 2020)  
Approved as to Form by City Attorney

John Lawrence  
By City Manager

Nov 14, 2019  
Date



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**

**205442**

**EFFECTIVE DATE**

Jan 22, 2020

RECEIVED  
 JAN 12 PM 4:15  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Kramb Co. DBA Ridgewood Gymnastics Vendor No. VS26751

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a personal service agreement of \$50,000.00 with Kramb Co. DBA Ridgewood Gymnastics. The vendor will provide Gymnastics classes to the citizens of Dallas.  
Contact: Leatrice Newhouse (214) 670-8847

Contract Number:	PKR-2020-00012452	Contract Term:	NTP to 09/30/2020
------------------	-------------------	----------------	-------------------

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR		N/A	3064	N/A	CX PKR-2020-00012452	\$50,000.00	
<b>Financing:</b>							<b>TOTAL:</b>	\$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
						\$ 0.00	%

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

Joey Zapata Jan 22, 2020  
By Department Director Date

Christine Lannan Mar 12, 2020  
Approved as to Form by City Attorney Date

Joey Zapata Jan 22, 2020  
By City Manager Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>205443</b>
		<b>EFFECTIVE DATE</b>
		Mar 12, 2020

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

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

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

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

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

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

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

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

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

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


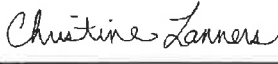

Vendor Name:	DowntownDallas	Vendor No.	
Subject:	Central Business District Management and Maintenance Agreement		
Lead Dept:	Park and Recreation		
Action Requested:	Authorize a 9-month extension to the contract with DowntownDallas while the City considers a new management, operation and maintenance agreement with DowntownDallas for the designated park sites, medians and Program Parks within the Central Business District. Contact: Devin Walker: 214.670.8093		
	Contract Number:	PKR-2020-00012912	Contract Term: 12/3/2019 to 9/3/2020

**Background:** The City, through the Park and Recreation Department entered into an agreement with DowntownDallas executed October 28, 2009 Resolution No 09-2632 allowing DowntownDallas to provide certain maintenance services to designate park site, plazas and medians located within the Central Business District. All sites were listed on Exhibit A which also listed "Program Parks" wherein DowntownDallas is allowed to provide additional programs and events.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2020-00012912	\$0.00
<b>Financing:</b> No Cost To The City							<b>TOTAL:</b> \$0.00

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

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

 Joey Zapata: Mar 11, 2020 By Department Director	Mar 11, 2020 Date	 Christine Lanners Approved as to Form by City Attorney	Mar 12, 2020 Date
	 Joey Zapata: Mar 12, 2020 By City Manager		Mar 12, 2020 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

205444

EFFECTIVE DATE

3/02/2020

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

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

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DALLAS, TEXAS  
MAR 13 AM 11:11

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

Vendor Name: BCFS Health and Human Services Vendor No. \_\_\_\_\_

Subject: Memorandum of Understanding

Lead Dept: Office of Emergency Management

Action Requested: Authorize the execution of the attached Memorandum of Understanding with BCFS Health and Human Services.

Contract Number: \_\_\_\_\_ Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: This MOU would allow temporary access to BCFS HHS resources as they are available. There is no cost associated with this MOU.

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

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

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

By Department Director

*Kolyuzh*

Date

3/2/20

Approved as to Form by City Attorney

*Don Knight*

Date

3/11/20

By City Manager

*JM Jones*

Date

3/2/20



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

205445

EFFECTIVE DATE

2/27/2020 N.H.

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

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

RECEIVED  
 2020 MAR 11 PM 1:58  
 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

Vendor Name: N'Goyala Community Learning Center, Inc., dba: American Care Academy Vendor No. VS0000056574

Subject: The Early Childhood and Out of School Times Services Program

Lead Dept: MGT-Office of Community Care

Action Requested: To amend the current contract with N'Goyala Community Learning Center, Inc., dba: American Care Academy to include the following Locations: American Care Academy Pleasant Grove 1227 N. Masters Drive; Dallas, Texas 75217 and American Care Academy Harlee; 1216 E. 8<sup>th</sup> Street; Dallas, Texas 75203.


Contract Number:	MGT-2019-00011110	Contract Term:	10/01/2019	to	09/30/2020
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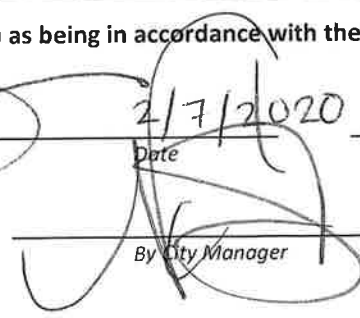
Background: The Early Childhood and Out of School Times Services Program promotes stability for low-moderate income working parents and teen parents who are full time high school students by reducing the cost of childcare to enable them to strive for self-sufficiency. This program pays \$50.00 per week per child, directly to contracted childcare providers for childcare services for working parents whose income falls in the low-moderate income range of AMI. The Program pays 100% of the childcare cost for teen parents who are enrolled in high school full time.

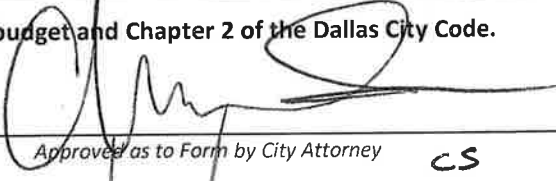
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD19	MGT	909D		3070		- MGT-2019-00011110	0.00
						-	
						-	
Financing:						TOTAL:	0.00 NH

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	19-1499	9/25/2019	\$50,00.00	<del>0</del> \$2,600.00 CS	\$50,00.00	0%

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


 By Department Director \_\_\_\_\_ Date 2/17/2020


 By City Manager \_\_\_\_\_ Date 2/27/2020


 Approved as to Form by City Attorney CS 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

205446

EFFECTIVE DATE

1-29-2020

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

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

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DALLAS, TEXAS  
FEB 16 AM 11:20

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

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

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

Vendor Name: Michael Baker International, Inc. Vendor No. VS0000006818

Subject: Project Group 17-1104 Street Reconstruction Local Streets

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional service contract with Michael Baker International, Inc. for additional services for Project Group 17-1104. Supplemental Agreement No. 1 increases the contract amount by \$21,330.00 to a new total of \$257,607.39. An extension of 10 weeks will be requested with this supplemental agreement.

Contract Number:	PBW-2019-00008376	Contract Term:	03/13/2020	to	05/21/2020
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Background: This action is needed to add survey and drainage design services to Project Group 17-1104. During the preliminary design it was determined that additional surveying and drainage design work is required to provide adequate drainage design at the outfall location. The additional special services are needed for survey work, easement documents and storm drainage design at the end of Currin Drive along the North Haven Garden property line.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V22	PBW	V278	SREC	4111	PB17V278	CX PBW-2019-00008376	\$4,815.00	
1V22	PBW	V278	SREC	4111	PB17V278	CX PBW-2019-00008376	\$16,515.00	
Financing:							TOTAL:	\$21,330.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	19-0081	1/9/2019	\$236,277.39	-	\$257,607.39	9.02%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date

02-18-2020

01/29/2020

for



205447

**Memorandum**

RECEIVED

2020 MAR 20 AM 11:36

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

Date March 19, 2020

To City Secretary

Subject Correction to AA ~~20~~<sup>20</sup>-205447  
~~L. J.~~

Please correct the amount's to SUPPLEMENTAL AGREEMENT NO. 1- Original Contract Amount from:

\$474,164.00 to \$499,969.00 – Base Contract Amount

\$47,532.80 remains the same

\$521,692.80 to \$547,501.80 New Contract Amount

A copy of AA ~~20~~<sup>20</sup>-205447 and the Supplement Agreement is attached for your reference as there has been a typo in the amounts.

Should you have any questions, please contact James McGuire, Director at (214) 670-1642

A handwritten signature in blue ink, appearing to be 'J. McGuire'.

James McGuire  
Director  
Department of MGT

8/3/20/20



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

205447

EFFECTIVE DATE

3-5-2020 CH

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must 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 L-17

Vendor Name: AECOM Technical Services, Inc Vendor No. VC00000011194

Subject: Service Contract Extension

Lead Dept: MGT – OEQS

Action Requested: Authorize an increase of funds for service contract (CX MGT 2019-00008688-1). This term for this contract: January 23, 2019, - September 30, 2020. The proposed services in this quote are supplemental to the CECAP contract and will support the City of Dallas to perform additional technical analysis and attend specified events.

Contract Number:	CX MGT-2019-00008688	Contract Term:	NA	to	NA
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Background: This service contract was awarded by Council on 1/23/2019, resolution # 190182. This contract is for program Comprehensive Environmental & Climate Action Plan (CECAP) it supports the City of Dallas to perform additional technical analysis and attend specified events, per the City's request.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0989	MGT	1583	EN01	3070		- CX MGT-2019-00008688	47,532.80	
						-		
						-		
Financing:							TOTAL:	47,532.80

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	19-0182		499,969	0	\$ 0.00	9.5%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205448

EFFECTIVE DATE

Jan 22, 2020

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

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

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OFFICE  
DALLAS, TEXAS  
MAR 16 PM 12:58

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

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

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

Vendor Name: Southwest Perennials, Inc. Vendor No. VS0000052204

Subject: Nine (9) Month Extension of Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a nine-month extension to the contract with Southwest Perennials, Inc. c/o Jerry Soukup. The vendor will manage and operate the City Greenhouse Facility and appurtenances on the premises, which includes 50,000 square feet of greenhouse space, area for storage and stock space and operations building located at 8740 Elam Road, Dallas, Texas 75217. Extension can be terminated by the City with 30 days' notice to Southwest Perennials, Inc. Contact Person: Melissa De La Cruz (214) 670-8860

Contract Number: PKR-2020-00012609 Contract Term: June 9, 2020 to March 9, 2021

Background: On May 20, 2010, the City of Dallas, through its Park and Recreation Board and City Council, entered into a contract with Southwest Perennials, Inc. c/o Jerry Soukup for the management and operation of the City Greenhouse Facility at 8740 Elam Road, Dallas, Texas, 75217. The term of the contract was for five years with one five-year contract renewal option upon Director's (or his designee's) authorization. The contract was approved by City Council on June 9, 2010, Resolution #10-1536. The contract was renewed on June 9, 2015. The contract with Southwest Perennials, Inc. provides \$45,000 of bedding plants annually to the six park maintenance districts and the five-golf courses.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A		CX PKR-2020-00012609	\$0.00	
Financing:							TOTAL:	\$0.00

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

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

Jan 22, 2020  
By Department Director Date

Mar 10, 2020  
Approved as to Form by City Attorney Date

Jan 22, 2020  
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

205449

EFFECTIVE DATE

Jan 14, 2020

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

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

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CITY SECRETARY  
DALLAS, TEXAS  
JAN 14 2020  
PM 12:58

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

Vendor Name: Dallas Parks Foundation (Friends of B.B. Owen Park) Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with the Friends of B.B. Owen Park to perform service enhancements at the Park, such as: picking up litter and debris, Creek Cleanups, tree plantings all in coordination with the Park and Recreation department also fundraise to contribute in funding service improvements at the Park, also in coordination with the Park and Recreation Department.  
Contact: Sloan Anderson (214) 670-0203

Contract Number:	PKR-2020-00012395	Contract Term:	1/5/2020	to	1/4/2021
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Background: The Friends of B.B. Owen Park, is a committed friend's group that performs volunteer services, fundraise and contribute to the Park, and is dedicated to the community and in keeping the Park beautiful for many years to come.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2020-00012395	\$0.00	
Financing:							TOTAL:	\$0.00

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

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

[Signature] Jan 13, 2020 By Department Director Date

[Signature] Jan 14, 2020 By City Manager Date

Christine Lannore Feb 21, 2020 Approved as to Form by City Attorney 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

205450

EFFECTIVE DATE

Mar 12, 2020

RECEIVED  
 CITY SECRETARY'S  
 OFFICE  
 MAR 16 PM 3:58

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

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

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

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

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

Vendor Name: Friends of Casa Linda Park Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with The Friends of Casa Linda Park. The vendor will fund amenities and service enhancements through various fundraisers to be held at the park and to perform services by removing litter and debris and restocking pet waste stations purchased by the group, all in coordination with the Park and Recreation Department.  
Contact: Jeremy McMahon (214) 671-0264

Contract Number: PKR-2020-00012641 Contract Term: 4/16/2020 to 4/15/2021

Background: The Friends of Casa Linda Park is a volunteer organization formed by three neighborhood associations (Little Forest Hills, Casa Linda Estates and Casa Linda Forest) to support, maintain and beautify the park. This organization has made great strides with the city on enhancements to the park and wishes to continue to do so.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2020-00012641	\$0.00
						-	
						-	
Financing:						TOTAL:	\$0.00

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

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

[Signature] Mar 11, 2020  
By Department Director Date

Milton Henderson Mar 12, 2020  
Approved as to Form by City Attorney Date

[Signature] Mar 12, 2020  
By City Manager Date

MT  
ORIGINAL - City Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205451

EFFECTIVE DATE

2-3-20

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
FEB 11 PM 12:21

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

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

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

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

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

Vendor Name: ReVision, Inc. Vendor No. VC15001

Subject: Consulting Service for IT Organizational and Service Assessment

Lead Dept: AVI

Action Requested: Authorize Administrative Action for ReVision Inc., to provide consulting services for organizational and service strategies for the Information Technology Division at Dallas Love Field Airport. ReVision Inc. will evaluate current staffing levels and provide an organizational structure for the IT Division.

Contract Number: AVI-2020-00012602 Contract Term: 1/9/2020 to 1/8/2021

Background: ReVision Inc. identified technology deficiencies during the Dallas Love Field Modernization Program project in 2015. Technology advancement has surpassed current staffing capabilities; ReVision Inc. will make the necessary recommendations needed to correct the deficiencies and align staff to ensure service strategies are practical and efficient.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7710	AV30	3070		CX AVI-2020-00012602	\$49,000.00
Financing: FY2020 Operating Fund						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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date





# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**

205452

EFFECTIVE DATE

Mar 12, 2020

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

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

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

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

Vendor Name: **THE CEDARS UNION** Vendor No. VC21070

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall host a one-week art intensive camp designed to provide 15-16 students with an introduction to the experience of being a professional working artist in North Texas. The camp will be open to incoming high school juniors and seniors interested in art who reside in zip codes near the historic Cedars neighborhood and enrolled in the Dallas Independent School District. Over the course of five consecutive weekdays in early summer, students will work with two local artists and the Cedars Union program manager to learn the start-to-finish process of realizing a full-scale work of art. The camp shall culminate in an open-to-the-public exhibit of the participant's work in June 2020 at the Oak Cliff Cultural Center. 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-2019-00011739 (CR-00025084)	Contract Term:	3/16/2020	to	7/31/2020
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Background: The fee for this service is **\$6,490.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,245.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,245.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0001	OAC	4880		3089	AAct R2	MASC OCA-2019-000011739
							-	
							-	
Financing: General Fund							<b>TOTAL:</b>	\$6,490.00

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

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

By Department Director

Mar 12, 2020  
Date

Approved as to Form by City Attorney Mar 12, 2020  
Date

By City Manager Mar 12, 2020  
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

## 20-5453

EFFECTIVE DATE

Mar 12, 2020

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Services Rendered.  
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  
MAR 17 PM 1:58  
COMM 17

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

Vendor Name: Crews Service Co. Vendor No. 500829

Subject: Stump Grinding Services Invoice # 5942

Lead Dept: PKR

Action Requested: Authorize an encumbrance of \$14,340.00 for Crews Service Co. The vendor provided stump grinding services at various park locations. (services rendered)  
Contact: Christopher McMaster (214) 671-2541

Contract Number:	PKR-2020-00013091	Contract Term:	12/10/2019	to	5/10/2020
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Background: Master Agreement MA-POM-BL1332, does not have enough funds to cover the full invoice amount of \$14,340.00. It is necessary to create an agreement to pay for services rendered, to Crews Service Co.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	PKR	5268		3210		CX PKR-2020-00013091	\$14,340.00
							-	
							-	
Financing: General Fund							<b>TOTAL:</b>	\$14,340.00

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


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

[Signature]  
By Department Director  
Mar 11, 2020  
Date

Barbara A. McAninch  
Barbara A. McAninch (Mar 17, 2020)  
Approved as to Form by City Attorney  
Mar 17, 2020  
Date

[Signature]  
Joev Zapata (Mar 12, 2020)  
By City Manager  
Mar 12, 2020  
Date

[Signature]  
ORIGINAL - City Secretary

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	<b>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</b>	205454
		EFFECTIVE DATE
		Mar 12, 2020

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

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

<b>Vendor Name:</b>	Dallas Harlequins Rugby Football Club, Inc.	<b>Vendor No.:</b>	
<b>Subject:</b>	Beautification Agreement		
<b>Lead Dept:</b>	Park and Recreation		

**Action Requested:** Authorize a Beautification Agreement with the Dallas Harlequins Football Club Inc. The vendor will fund amenities and service enhancements through various fundraisers to be held at the park and to perform services such as repairs to field from damages caused during play, over seeding field of play, litter and debris pickup removal, and other various voluntarily activities outlined in the deal points of the agreement, all in coordination with the Park and Recreation Department.  
 Contact: Jeremy McMahon (214) 671-0264


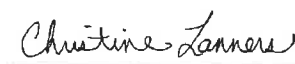

<b>Contract Number:</b>	PKR-2020-00012603	<b>Contract Term:</b>	4/16/2020	<b>to</b>	4/15/2021
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**Background:** The Dallas Harlequins Football Club is an organization that has played at Glencoe Park for multiple years and would like to continue to support, maintain and beautify the park and rugby field.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmc</i> Funding:	N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2020-00012603	\$0.00
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

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

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

 Mar 11, 2020 By Department Director	Mar 11, 2020 Date	 Mar 17, 2020 Approved as to Form by City Attorney	Mar 17, 2020 Date
 Mar 12, 2020 By City Manager	Mar 12, 2020 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

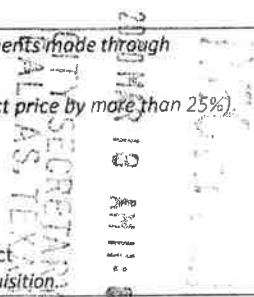
205455

EFFECTIVE DATE

Feb 15, 2020

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

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



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

<b>Vendor Name:</b>	Black Premier Entertainment Network (BPENTV.us)	<b>Vendor No.</b>	N/A
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**Subject:** Revenue Contract for Bahama Beach Waterpark

**Lead Dept:** Park and Recreation

**Action Requested:** Authorize an agreement with BPENTV.us. The vendor will promote discount offers via radio, tv and social media to Bahama Beach Waterpark. BPENTV.us will advertise and promote the park. (Designed and approved by the City.) Bahama Beach Waterpark will provide tickets as giveaways.  
Contact: Richard Sharnsky (214) 671-0821.

<b>Contract Number:</b>	PKR-2020-00012799	<b>Contract Term:</b>	3/23/20	to	9/30/20
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**Background:** The City of Dallas assumed operations of Bahama Beach Waterpark in 2008. Advertising is essential to generate Waterpark attendance. BPENTV.us reaches across the DFW/Metroplex. Advertising Bidding Exemption Chap. 252.022 Gen Exemptions (Sec 16) State Government Code.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmc</i> <b>Funding:</b>	N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2020-00012799	\$0.00
	<b>Financing:</b> No Cost to the City.							<b>TOTAL:</b>

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


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

*[Signature]* \_\_\_\_\_  
By Department Director Date

*Christine Lannera* \_\_\_\_\_  
Approved as to Form by City Attorney Date

*[Signature]* \_\_\_\_\_  
By City Manager Date

*MT*  
ORIGINAL - City Secretary

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <h1>205456</h1>
		<b>EFFECTIVE DATE</b> Jan 22, 2020

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

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

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

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

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

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

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

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

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

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

Vendor Name: Binary Systems DBA The Judokai Vendor No. VS75037

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a contract fee instructor agreement of \$10,000.00 with Binary Systems DBA The Judokai. The vendor will provide Kung Fu classes to the citizens of Dallas.

Contact: Leatrice Newhouse (214) 670-8847

Contract Number:	PKR-2020-00012464	Contract Term:	NTP	to	09/30/2020
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR		N/A	3064	N/A	CX PKR-2020-00012464	\$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
						\$ 0.00	%

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

John J. Atkins  
 Jan 22, 2020  
 By Department Director Date

ONN  
 ONN (Mar 17, 2020)  
 Mar 17, 2020  
 Approved as to Form by City Attorney Date

Joey Zapata  
 Jan 22, 2020  
 By City Manager Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	205457
		EFFECTIVE DATE
		Mar 12, 2020

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

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

Vendor Name: TR Hoover Community / Dallas Parks Foundation Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with TR Hoover Community to pick up litter and debris, plant in designated areas, and fund services and amenities at Peary Park, all in coordination with the Park and Recreation Department.  
 Contact: Jeremy McMahan (214) 671-0264

Contract Number:	PKR-2020-00012862	Contract Term:	5/11/2020	to	5/10/2021
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Background: The TR Hoover Community is an organization formed to support, maintain and beautify the local area and residence of South Dallas. This organization has shown great interest in the park and wishes to continue to do so.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
<i>rmc</i>	N/A	PKR	N/A	N/A	N/A	MASC PKR-2020-00012862	\$0.00	
Financing:							<b>TOTAL:</b>	\$0.00

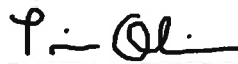


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

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

<u><i>J. Zapata</i></u> <small>Joey Zapata (Mar 11, 2020)</small> By Department Director	Mar 11, 2020 Date	<u><i>Benjamin N. Samples, II</i></u> <small>Benjamin N. Samples, II (Mar 17, 2020)</small> Approved as to Form by City Attorney	Mar 17, 2020 Date
<u><i>Joey Zapata</i></u> <small>Joey Zapata (Mar 12, 2020)</small> By City Manager	Mar 12, 2020 Date		

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>						<b>ADMINISTRATIVE ACTION</b> <b>205458</b> <b>EFFECTIVE DATE</b> <b>March 18, 2020</b>																																								
	<b>1. Place an "X" in the appropriate box for the approval of:</b>																																														
	<input type="checkbox"/> a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements. <input type="checkbox"/> b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%). <input checked="" type="checkbox"/> c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34. <input type="checkbox"/> e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code. <input type="checkbox"/> f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.																																														
<b>2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																									
<b>3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																									
<b>4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?</b>						<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																																									
<b>Vendor Name:</b> Biggs & Mathews Environmental, Inc.		<b>Vendor No.:</b> 501084																																													
<b>Subject:</b> 2019 2 <sup>nd</sup> Semi-Annual Groundwater Reporting																																															
<b>Lead Dept:</b> Sanitation Services																																															
<b>Action Requested:</b> Authorize a special needs professional service contract to review groundwater monitoring data and generate the report for submittal to Texas Commission on Environmental Quality (TCEQ).		<b>Contract Number:</b> SAN-2020-00013021		<b>Contract Term:</b> March 10, 2020		<b>to:</b> April 10, 2020																																									
<b>Background:</b> Groundwater reporting is required by the TCEQ. The reporting is done semi-annually. This will complete the 2019 reporting period. All sampling for this report was completed by Biggs & Mathews prior to their Environmental Monitoring Contract expiration. A new contract is in the final stages of negotiations but, it will not be ready prior to report's due date.																																															
<b>Funding:</b>		<table border="1"> <thead> <tr> <th>FUND</th> <th>DEPT</th> <th>UNIT</th> <th>ACTV</th> <th>OBJ</th> <th>PROGRAM</th> <th>ENCUMBRANCE TYPE and NUMBER</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0440</td> <td>SAN</td> <td>3591</td> <td></td> <td>3070</td> <td></td> <td>-</td> <td>\$14,300.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td colspan="7"> <b>Financing:</b> </td> <td> <b>TOTAL:</b> \$14,300.00         </td> </tr> </tbody> </table>						FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	0440	SAN	3591		3070		-	\$14,300.00							-								-		<b>Financing:</b>							<b>TOTAL:</b> \$14,300.00
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT																																								
0440	SAN	3591		3070		-	\$14,300.00																																								
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<b>Financing:</b>							<b>TOTAL:</b> \$14,300.00																																								
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							\$ 0.00	%																																							

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

 _____ By Department Director	03/18/2020 _____ Date	 Barbara A. McAninch (Mar 18, 2020) _____ Approved as to Form by City Attorney	03/18/2020 _____ Date
 Joey Zapata (Mar 18, 2020) _____ By City Manager		03/18/2020 _____ 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

205459

EFFECTIVE DATE

2-28-2020

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

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

CITY SECRETARY  
DALLAS, TEXAS  
MAR 18 PM 2:05  
RECEIVED

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

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

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

Vendor Name:	LONE STAR FENCE & SUPPLY	Vendor No.	VC500197
--------------	--------------------------	------------	----------

Subject: REPAIR GATE FOR DPD HEADQUARTERS PARKING GARAGE LOCATED OFF MCKEE STREET.

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: Authorize Lone Star Fence & Supply to repair parking garage south gate, off McKee street, for DPD Headquarters.

Contract Number:	DPD-2020-00012563	Contract Term:		to	
------------------	-------------------	----------------	--	----	--

Background: The Dallas Police Department Headquarters parking garage south gate, off McKee Street, was damaged in October 2019 and requires repair. The gate is a primary entry/exit for the parking garage.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	DPD	2141		3099		- DPD-2020-00012563	5,297.00
							-	
							-	
Financing:							<b>TOTAL:</b>	5,297.00

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

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

[Signature]  
By Department Director

2-26-20  
Date

Don Knight  
Approved as to Form by City Attorney

3-16-20  
Date

Jon Fortune  
By City Manager

2-28-20  
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

205460

EFFECTIVE DATE

2-28-2020

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
FEB 18 PM 2:55

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

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

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

Vendor Name: LONE STAR FENCE & SUPPLY Vendor No. VC500197

Subject: INSTALL FENCE AND GATE FOR DPD PROPERTY UNIT LOCATED AT DPD AUTO POUND.

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: Authorize Lone Star Fence & Supply to install chain linked fence and rolling gate

Contract Number: DPD-2020-00012558 Contract Term: to

Background: The Property Unit maintains a small area at the Auto Pound that stores gasoline powered equipment, large combustible materials, and bulky items. A fence will secure the Property Unit's section as well as the integrity of the chain of custody of the evidence.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2142		3099		- DPD-2020-00012558	5,022.00	
						-		
						-		
Financing:							<b>TOTAL:</b>	5,022.00

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

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

[Signature]  
By Department Director

2-26-20  
Date

Don Knight  
Don Knight (Mar 18, 2020)  
Approved as to Form by City Attorney

3-16-20  
Date

Jon Fortune  
Jon Fortune (Feb 28, 2020)  
By City Manager

2-28-20  
Date

 <p><b>CITY OF DALLAS</b></p>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		205461
		<b>EFFECTIVE DATE</b>
		Jan 22, 2020

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must 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  
 JAN 19 AM 11:57  
 CITY SECRETAR  
 DALLAS, TEXA

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

Vendor Name:	C Solano SL	Vendor No.	VC15555
Subject:	Supplemental Agreement for C Solano SL		
Lead Dept:	Office of Arts and Culture		

Action Requested:	Authorize Supplemental Agreement No. 2 to the contract with C Solano SL in the amount of \$14,631.00, thereby increasing the contract from \$75,200.00 to \$89,831.00 and extending the contract termination date from October 30, 2019 to March 30, 2020 to contract Dallas-based foundation and installation team.						
	Contract Number:	OCA-2019-00009824	Contract Term:	10/30/2019	to	3/30/2020	

**Background:** On May 25, 2016, City Council authorized resolution No. 160806 for fabrication and installation of artwork at Kiest Park, located at 3080 Hampton Rd. The dimensions of the sculpture have increased and requires a more substantial foundation to ensure structural integrity thus increasing the contract amount and the need to extend the contract term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
3T00	PKR	N810	PUBA	4225	PKKIESTPA	MASC OCA-2019-00009824	\$14,631.00
<b>Financing:</b> 2006 Bond Fund for Park and Recreation						<b>TOTAL:</b>	\$14,631.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	160806	5/25/16	\$75,200.00	\$75,200.00	\$ 89,831.00	19%

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

<p><i>Jennifer Scripps</i> Jennifer Scripps (Jan 22, 2020)</p> <p>By Department Director</p>	<p>Jan 22, 2020</p> <p>Date</p>	<p><i>Julia</i></p> <p>Approved as to Form by City Attorney</p> <p>Date</p>
	<p><i>Joey Zanata</i> Joey Zanata (Jan 22, 2020)</p> <p>By City Manager</p>	<p>Mar 18, 2020</p> <p>Date</p>
	<p>Jan 22, 2020</p> <p>Date</p>	



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

205462

EFFECTIVE DATE

3/11/2020

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

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

RECEIVED  
CITY SECRETARY'S  
DALLAS, TEXAS  
MAR 19 2020

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

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

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

Vendor Name: Dikita Enterprises, Inc. Vendor No. VS0000076529

Subject: Street Reconstruction Group 17-2009 (PB17V239, 190, 241, 242)

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Dikita Enterprises, Inc. for additional engineering services for Street Reconstruction Group 17-2009 in the amount of \$13,049.90. This action will increase the contract amount from \$202,665.26 to \$215,715.16.

Contract Number:	PBW-2019-00009457	Contract Term:	7/8/2019	to	5/13/2020
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Background: During design, it was determined that additional right-of-way (ROW) is needed to construct 5-foot wide sidewalks on Hay Street. Consequently, it is necessary to revise the project scope to include the survey work required to prepare the field notes needed for this ROW acquisition.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	PBW	V239	SREC	4111	PB17V239	CX- PBW-2019-00009457	\$13,049.90
						-	
						-	
Financing: 2017 Bond Fund						TOTAL:	\$13,049.90

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	19-0859	7/9/2019	\$202,665.26	\$0.00	\$215,715.16	6.44%

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

*[Signature]*  
By Department Director

*[Signature]*  
3/10/20  
Date

*[Signature]*  
Approved as to Form by City Attorney  
3/16/2020  
Date

*[Signature]*  
By City Manager  
03/11/2020  
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

205463

EFFECTIVE DATE

Mar 17, 2020

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

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

RECEIVED  
 2020 MAR 20 AM 8:30  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Lochwood Neighborhood Association / Dallas Parks Foundation Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with The Lochwood Neighborhood Association and the Dallas Parks Foundation to fund amenities and service enhancements through various fundraisers to be held at the park and to perform services by picking up litter and debris and maintaining the ornamental beds at Lochwood Park, all in coordination with the Park and Recreation Department.  
Contact: Jeremy McMahon (214) 671-0264

Contract Number: PKR-2020-00012628 Contract Term: 5/4/2020 to 5/3/2021

Background: The Lochwood NA is a volunteer organization formed to support, maintain and beautify the park and surrounding area. This organization has made great strides with the city on enhancements to the park and wishes to continue to do so.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
rmb rmb	N/A	PKR	N/A	N/A	N/A	PKR-2020-00012628	\$0.00	
Financing:							TOTAL:	\$0.00

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


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

John J. Kinis Mar 16, 2020  
By Department Director Date

DNN Mar 19, 2020  
Approved as to Form by City Attorney Date

Joey Zapata Mar 17, 2020  
By City Manager Date

ges  
ORIGINAL - City Secretary

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>20-5464</b>
		<b>EFFECTIVE DATE</b>
		Mar 4, 2020

RECEIVED  
 2020 MAR 22 PM 12:28  
 CITY SECRETARY  
 DALLAS TEXAS

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

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

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

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

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

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

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

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

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

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

Vendor Name: Comm-Fit L.P. Vendor No. 357153

Subject: Fitness & Exercise Equipment and Maintenance Repair Service

Lead Dept: OPS

Action Requested: Authorize Supplemental Agreement No. 2, a consent to assignment and assumption of services from Comm-Fit, L.P. to Comm-Fit Holdings, LLC, under the same terms and conditions.

Contract Number:	POM-2017-00003596	Contract Term:	2/10/2020	to	2/9/2021
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Background: On February 11, 2015, City Council authorized a three-year master agreement (BA1402) in the amount of \$109,521.00 by Resolution No. 15-0269, for fitness and exercise equipment.

Prior Actions:  
 EXT No. 20-0085, a one-year extension  
 AA No. 17-6704, a two-year extension

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- BA1402	\$0.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	15-0269	2/11/2015	\$980,740.60		\$980,740.60	0.00%

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

Chunmy Chhean Mar 4, 2020 Christine Lannore Mar 18, 2020  
 Chhunmy Chhean (Mar 4, 2020) Date Approved as to Form by City Attorney Date  
 By Department Director Date

Ky Mar 4, 2020 Joey Zapata Mar 4, 2020  
 KY Date By City Manager Date

RECEIVED

2020 AUGUST 13 PM 4:26

CITY SECRETARY  
DALLAS, TEXAS

20-5465



CITY OF DALLAS

## Memorandum

DATE August 12, 2020

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Action No. 20-5465 for Alley Reconstruction Group 17-1203 dated 03/19/2020**

It has come to our attention that the following information is incorrect on the original document:

Administrative Action Form

Incorrect: Contract Term: 4/5/2019 to 6/11/2020

Correct: Contract Term: 4/5/2019 to 3/31/2021

Please make the necessary corrections to the permanent records. Should you have any questions or require additional information, please contact Osiris Muhammad, E.I.T., Project Manager at (214) 948 4541.

*Robert Perez*

Robert Perez, Ph.D. Director  
Department of Public Works

Attachment

c: file

AUGUST 13 2020  
*[Signature]*



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205465

EFFECTIVE DATE

3-19-2020 *OM*

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
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RECEIVED  
 MARCH 23 PM 2:32  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: CP&Y, Inc. Vendor No. 080659

Subject: Alley Reconstruction Group 17-1203 (PB17V102, PB17V103, PB17V104, PB17V105, PB17V106, PB17V107)

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional service contract with CP&Y, Inc. for additional engineering services for Alley Reconstruction Group 17-1203 in the amount of \$7,522.50. Supplemental Agreement No. 1 increases the contract amount from \$330,102.89 to a new total of \$337,625.39.


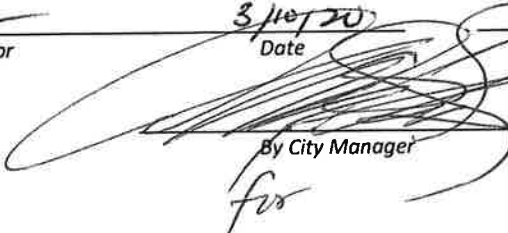
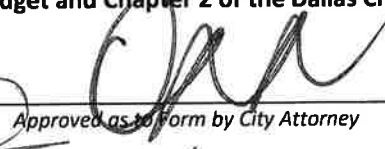
Contract Number:	PBW-2019-00009196	Contract Term:	4/5/2019	to	6/11/2020
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Background: Per DWU's request, CP&Y is to provide additional wastewater design for the La Sobrina Alley (PB17V106). The added scope will reroute the 10-inch wastewater main along the alleyway to Whispering Pine Drive and ultimately connect to the existing wastewater system that runs along La Sobrina Drive. The rerouted segment will eliminate the need for the existing wastewater main that runs between Lot 26 & Lot 27 via an easement and connects to the system that runs along La Sobrina Drive.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
3116	DWU	PS42		4111	719206	CX- PBW-2019-00009196	\$7,522.50	
Financing: Water Utilities Capital Improvement E Funds							TOTAL:	\$7,522.50

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
	1	19-0308	2/27/2019	\$330,102.89	\$0.00	\$ 337,625.39	2.27%

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

 By Department Director  
 By City Manager  
 Approved as to form by City Attorney  
 Date: 3/11/2020  
 Date: 03-19-2020



384201



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

205466

EFFECTIVE DATE

Mar 23, 2020

BAMC  
BAMC

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

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

RECEIVED  
 2020 MAR 4 AM 8:51  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Craig R. Miller Vendor No. VC0000006720

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Craig R. Miller as an expert in police practices and procedures, to provide consulting services to the City of Dallas in connection with the case styled Christopher Kelson v. City of Dallas, Civil Action No. 3:18cv3308-E. This contract shall not exceed \$25,000.

Contract Number: ATT-2020-00013304 Contract Term: 3/10/2020 to Indefinite

Background: Craig R. Miller will provide a preliminary review of Dallas Police Department's orders/policies, deposition reviews, courtroom testimony preparation, and expert witness testimony at trial in the case styled Christopher Kelson v. City of Dallas, Civil Action No. 3:18cv3308-E. Craig R. Miller will be paid on an hourly rate basis as provided by the engagement letter dated March 10, 2020. This contract shall not exceed \$25,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0192	ORM	3890		3047		MASC ATT-2020-00013304	\$25,000.00
						-	
						-	
Financing:						TOTAL:	\$25,000.00

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

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

Ayeh Powers  
Ayeh Powers (Mar 19, 2020)

Mar 19, 2020

By Department Director

Date

Barbara A. McAninch  
Barbara A. McAninch (Mar 23, 2020)

Mar 23, 2020

Approved as to Form by City Attorney

Date


[Signature]

Mar 23, 2020

By City Manager

Date

BAMC  
BAMC

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	20-5467
		EFFECTIVE DATE
		Mar 12, 2020

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

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

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

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

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

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

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

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

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

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

<b>Vendor Name:</b>	<b>CREATIVE ARTS CENTER OF DALLAS</b>	<b>Vendor No.</b>	VS000036818
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<b>Subject:</b>	Professional Services
<b>Lead Dept:</b>	Office of Arts and Culture

**Action Requested:** Consultant shall partner with St. Matthews Episcopal Cathedral to engage in a ten-week creative aging program for the low-income older adults entitled *Creative Aging: Memories and Mosaic*. This open-to-the-public program will consist of sequential art skills including collage, drawing, mixed media, painting and printmaking. Consultant shall provide teaching artist who will assist participants in creating a tempered glass mosaic piece that will cumulate in a mosaic. There will be an opening reception in summer 2020 to exhibit the work of the participants to the community. 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.


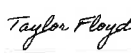

<b>Contract Number:</b>	OCA-2019-00011739 (CR-00025055)	<b>Contract Term:</b>	3/13/2020	<b>to</b>	8/31/2020
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**Background:** The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,500.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$5,000.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or **\$2,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OAC	4880		3089	AAct R2	MASC OCA-2019-000011739	\$10,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$10,000.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 Jennite Scripps (Mar 11, 2020) By Department Director	Mar 11, 2020 Date	 Taylor Floyd Approved as to Form by City Attorney	Mar 23, 2020 Date
 Joey Zapata (Mar 12, 2020) By City Manager	Mar 12, 2020 Date		

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>20-5468</b>
		<b>EFFECTIVE DATE</b>
		March 4, 2020

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

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

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

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

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

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

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

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

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

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

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

**Vendor Name:** American Public Media (APM) **Vendor No.:** VC0000008481

**Subject:** Program Rights

**Lead Dept:** Office of Cultural Affairs

**Action Requested:** WRR is requesting authorization for a 4-month contract between the City of Dallas/WRR and American Public Media (APM) to air the Program Pipedreams®.

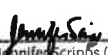

<b>Contract Number:</b>	OCA-2018-00007348	<b>Contract Term:</b>	03/04/2020	to	06/30/2020
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**Background:** APM produces and distributes classical concerts from symphonies all over the world. WRR provides these programs to listening audience on Sunday nights from 10PM to 11PM. The program is back on the air by popular audience demand. Pipedreams® is sponsor by the client: FW and DAL AGO (Fort Worth and Dallas Americans Guild of Organists)


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0140	OCA	1067		3074		(CX)OCA-2018-00007348	\$1,038	
						-		
						-		
<b>Financing:</b>		91514					<b>TOTAL:</b>	\$1,038

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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.

 03/04/2020  03/20/2020  
 By Department Director Date Approved as to Form by City Attorney Date

 03/04/2020  
 By City Manager Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		<b>20-5469</b>
		<b>EFFECTIVE DATE</b>
		Mar 4, 2020

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

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

Vendor Name: American Public Media (APM) Vendor No. VC0000008481

Subject: Program Rights

Lead Dept: Office of Cultural Affairs

**Action Requested:** WRR is requesting authorization for payment, for services rendered between the City of Dallas/WRR and American Public Media (APM) to air the Program Pipedreams®. The Vendor (APM) had a disagreement regarding the term dates (January 1, through December 31, 2019) from the previous contract, that was signed by their authorized staff. Working with the City Attorney and the Vendor within several emails, the process was delayed completing the AA and the term dates moving forward were aligned.


Contract Number:	OCA-2018-00007348	Contract Term:	07/01/20	to	02/29/2020
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**Background:** APM produces and distributes classical concerts from symphonies all over the world. WRR provides these programs to listening audience on Sunday nights from 10PM to 11PM. The program is back on the air by popular audience demand. Pipedreams® is sponsor by the client: FW and DAL AGO (Fort Worth and Dallas Americans Guild of Organists)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0140	OCA	1067		3074		(CX)OCA-2018-00007348	\$2,076
						-	
						-	
						-	
<b>Financing:</b>		91514				<b>TOTAL:</b>	\$2,076

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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	AA186924	8/13/18	\$3,114	0.00	\$ 6,228	50%

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

 Jennifer Scripps (Mar 3, 2020) _____ By Department Director	Mar 3, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Mar 20, 2020 _____ Date
	 Joey Zapata (Mar 4, 2020) _____ By City Manager	Mar 4, 2020 _____ Date	

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	205470	
	EFFECTIVE DATE	
	Mar 12, 2020	
See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.		

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

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

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

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

<b>Vendor Name:</b>	Raul Lara	<b>Vendor No.:</b>	
<b>Subject:</b>	Approval of Concession Permit		
<b>Lead Dept:</b>	Park and Recreation		

**Action Requested:** Authorize the approval of a Temporary Food and Beverage Permit to be granted to Raul Lara, a representative of La Bonita (Contractor) for the use of Samuel Grand Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A.  
 Contact: Devin Walker (214) 670-8093




<b>Contract Number:</b>	PKR-2020-00012618	<b>Contract Term:</b>	NTP	<b>to</b>	11/30/2020
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**Background:** The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than twelve (12) months.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<i>rmb</i> rmb <b>Funding:</b>	N/A	PKR	N/A	N/A	N/A	N/A	PKR-2020-00012618	\$0.00
							-	
							-	
<b>Financing:</b>							No Cost To The City	
							<b>TOTAL:</b>	\$0.00

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

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

 John Jenkins (Mar 11, 2020) By Department Director	Mar 11, 2020 Date	 ONN (Mar 20, 2020) Approved as to Form by City Attorney	Mar 20, 2020 Date
 Joey Zapata (Mar 12, 2020) By City Manager	Mar 12, 2020 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

205471

EFFECTIVE DATE

Mar 17, 2020

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

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

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CITY SECRETARY  
DALLAS, TEXAS  
MAR 17 5 AM 11:29

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

Yes  No

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

Yes  No

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

Yes  No

Vendor Name: Constantino Vazquez Vendor No. \_\_\_\_\_

Subject: Approval of Concession Permit

Lead Dept: Park and Recreation

Action Requested: Authorize the approval of a Temporary Food and Beverage Permit to be granted to Constantino Vazquez, a representative of El Paisano (Contractor) for the use of Crawford Park. Contractor will adhere to the terms set in the Concessions Agreement outlined in Exhibit A.  
Contact: Devin Walker (214) 670-8093

Contract Number: PKR-2020-00012617 Contract Term: NTP to 11/30/2020

Background: The Park and Recreation Department has provided Temporary Food and Drink concessions through independent concessionaires for over 40 years. These permits are approved by agreements for a term of no more than twelve (12) months. Estimated revenue to the City for the term of the agreement is \$1,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2020-00012617	\$0.00
Financing: No Cost To The City						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 Supp'l Agreement Percentage
					\$ 0.00	%

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

*[Signature]*  
By Department Director Mar 16, 2020 Date

*Benjamin N. Samples, II*  
Benjamin N. Samples, II (Mar 23, 2020)  
Approved as to Form by City Attorney Mar 23, 2020 Date

*[Signature]*  
By City Manager Mar 17, 2020 Date

*ges*  
ORIGINAL - City Secretary





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

205472

EFFECTIVE DATE

Mar 12, 2020

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

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

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 MAR 26 AM 10:03  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Friends of White Rock Lake Dog Park Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with The Friends of White Rock Lake Dog Park. The vendor will pick up litter and debris at the dog park, work on other various beautification projects, fund amenities and service enhancements through various fundraisers to be held at the park all in coordination with the Park and Recreation Department.  
Contact: Jeremy McMahon (214) 671-0264

Contract Number:	PKR-2020-00012821	Contract Term:	5/5/2020	to	5/4/2021
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Background: The Friends of White Rock Lake Dog Park is a volunteer organization formed to support, maintain and beautify the park. This organization has made great strides with the city on enhancements to the park and wishes to continue to do so.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
rmb rmb	N/A	PKR	N/A	N/A	N/A	CX PKR-2020-00012821	\$0.00	
Financing:							TOTAL:	\$0.00

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

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

John J. Jenkins  
 John J. Jenkins (Mar 11, 2020)  
 By Department Director Date

Christine Lannert  
 Approved as to Form by City Attorney Date  
 Mar 25, 2020

Joey Zapata  
 Joey Zapata (Mar 12, 2020)  
 By City Manager Date  
 Mar 12, 2020

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 ges  
 ORIGINAL - City Secretary





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

205473

EFFECTIVE DATE

12-3-2019

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

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

RECEIVED  
MAR 26 AM 11:53  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: LEXISNEXIS RISK SOLUTIONS Vendor No. VS0000016667

Subject: Accurant for Law Enforcement

Lead Dept: Court and Detention Services Department

Action Requested: Approve 48-month subscription for Accurant for Law Enforcement Plus and Accurant Law Enforcement as described in the attached Schedules (Standard Fee per User and Schedule A Custom Services 2.1).  
3 users @ \$165 per user per year – (\$490 x 48) Total \$23,760  
\$500 per month flat rate (\$500 x 48) – Total \$24,000  
Incident costs as specified in Schedule A Custom Services 2.3 Transactional Fees – Total \$2,240.

Contract Number: CTS-2020-00012243 Contract Term: 10/01/2019 to 09/30/2023

Background: Previous AA#166097 dated 03-15-16. Additionally, a Master Agreement with LexisNexis was approved on May 12, 2010 by Resolution No. 10-1188 to provide law enforcement skip tracing and location services for 3 years. Service has continued to date on a month to month basis. This 48-month agreement allows uninterrupted service and saves staff time and labor for this continually required service.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CTS	1052		3099		-	\$23,760	
0001	CTS	1078		3099		-	\$24,000	
Financing:							TOTAL:	\$47,760.00


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

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

*Shirley L. Carter*  
By Department Director

12-25-19  
*[Signature]*  
By City Manager

*Don Knight* 1/16/2020  
Approved as to Form by City Attorney  
Date  
12-3-19  
Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>
		205474
		<b>EFFECTIVE DATE</b>
		Mar 25, 2020

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

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

Vendor Name: Virtuo Group Corporation Vendor No. VS97906

Subject: Knowbe4 Cybersecurity Training Platform Services

Lead Dept: Information and Technology Services

Action Requested: Authorize service contract for cybersecurity training and support services for Knowbe4 Cybersecurity training pursuant to the terms and conditions of U.S. General Services Administration (GSA) cooperative contract #GS-35F-0067T.



Contract Number: DSV-2020-00012235 Contract Term: 4/6/2020 to 4/5/2021

Background: Knowbe4 Cybersecurity is a hosted, integrated web-based security awareness training platform used to meet HB3834 compliance for security awareness training. The critical tool allows the manage of cybersecurity threats. In addition, Knowbe4 training portal allows end-users access to an extensive library of contents for cybersecurity training modules.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1664		3361		CX DSV-2020-00012235	\$ 11,014.64
						-	
						-	
Financing: Data Services Funds						<b>TOTAL:</b>	\$ 11,014.64

Contract Amendment Information:	Supplemental Agreement No.	Base CR/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.

 Shelia Robinson (Mar 24, 2020) By Department Director	Mar 24, 2020 Date	 Christina Sevoukas (Mar 25, 2020) Approved as to Form by City Attorney	Mar 25, 2020 Date
 Joey Zapata (Mar 25, 2020) By City Manager		 CT 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

**20-5475**

EFFECTIVE DATE

2-28-20

2020 MAR 28 PM 11:01

CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

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

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

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

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

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

Vendor Name: **OUTFRONT MEDIA** Vendor No. **VC14211**

Subject: **BILLBOARD ADVERTISING**

Lead Dept: **DPD**

Action Requested: **Authorize contract to advertisement supporting the local LGBTQ community during "Pride Month (June).**

Contract Number:	<b>DPD-2020-00012721</b>	Contract Term:	<b>06/01/2020</b>	to	<b>06/30/2020</b>
------------------	--------------------------	----------------	-------------------	----	-------------------

Background: In effort to expand the Department's diversity recruiting, the Dallas Police Department is planning to post advertisement supporting the local LGBTQ community during "Pride Month" (June). This advertisement will be in the 3800 block of Cedar Springs Road. The Cedar Springs and Oak Lawn area are a hub for most of the LGBTQ activities during "Pride Month".

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		- CX DPD-2020-00012721	3,300	
Financing:							TOTAL:	

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

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

By Department Director

Date  
Jon Fortune (Feb 28, 2020)

By City Manager

Approved as to Form by City Attorney

Date  
2-28-2020

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

20-5476

EFFECTIVE DATE

2-28-20

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

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

2020 MAR 28 PM 11:01  
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

Vendor Name: Public Safety Testing Vendor No. VC21103

Subject: Website Access for advertisement for the Recruiting Unit

Lead Dept: Dallas Police Department

Action Requested: To authorize an agreement between Public Safety Testing and Dallas Police Department to allow us to advertise on their webpage in efforts to reach the hiring goals of this department.

Contract Number: DPD-2020-00012914 to

Background: This advertisement will allow the Dallas Police Department to reach people who are interested in the law enforcement and provide the Recruiting Unit with valuable information to determine if the region is an untapped area for Dallas to either actively recruit or to conduct an offsite event in the area.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		CX DPD-2020-0012914	8,400	
Financing:							TOTAL:	8,400

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

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

*JK*  
By Department Director

2-27-2020  
Date

*Don Knight*  
Approved as to Form by City Attorney

3-24-2020  
Date

*Jon Fortune*  
Jon Fortune (Feb 26, 1970)  
By City Manager

2-28-2020  
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

## 20-5477

EFFECTIVE DATE

Mar 23, 2020

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

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

RECEIVED  
 2020 MAR 30 AM 10:36  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Friends of Stemmons Park Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with the Friends of Stemmons Park to do annual liter and debris cleanups, park approved fundraisers to furnish amenities and park approved plantings, at no cost to the City.  
Contact: Sloan Anderson (214) 670-0203

Contract Number:	PKR-2020-00013103	Contract Term:	6/5/2020	to	6/4/2021
------------------	-------------------	----------------	----------	----	----------

Background: The Friends of Stemmons Park is a 501c3 highly interested in the beatification of Stemmons Park through liter and debris cleanups and future events to fund raise for park amenities and plantings.

rmb Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2020-00013103
							-	
							-	
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
							\$ 0.00

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

*[Signature]*  
 Mar 23, 2020  
 By Department Director Date

*Benjamin N. Samples, II*  
 Mar 27, 2020  
 Approved as to Form by City Attorney Date

*[Signature]*  
 Mar 23, 2020  
 By City Manager Date

*ges*  
 ORIGINAL - City Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 20-5478

EFFECTIVE DATE

3-5-2020

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

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

RECEIVED  
 2020 MAR 08 PM 11:01  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Army Times Publishing Company Vendor No. 515932

Subject: Advertising in the Military Times Family of Publications

Lead Dept: Dallas Police Department

Action Requested: Authorize the Dallas Police Department to utilize Army Times of Publishing Company for advertisement to reach the hiring goals of this department for military veteran recruiting.

Contract Number: DPD-2020-00012915 Contract Term: to

Background: In effort to expand the Department's military veteran recruiting, the Dallas Police Department is planning to utilize Military Times family of publications to reach our target audience.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		CX DPD-2020-00012915	9,434	
Financing:							TOTAL:	9,434

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

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

By Department Director

3-3-2020   
Date Approved as to Form by City Attorney

3-24-2020  
Date

By City Manager

3-5-2020  
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

**20-5479**

EFFECTIVE DATE

2-28-20

2020 MAR 28 PM 11: 01

CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

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

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

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

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

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

Vendor Name: CORINTH COMMUNICATIONS DBA THE DALLAS EXAMINER Vendor No. 238840

Subject: ADVERTISEMENT FOR RECRUITING EFFORTS

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: Authorize contract to advertisement in effort to expand the Department's diversity recruiting.

Contract Number: DPD-2020-00012961 Contract Term: to

Background: In effort to expand the Department's diversity recruiting, the Dallas Police Department is planning to post advertisement to expose a market that is not reached by other methods of advertising. The contract will consist of nine (9) issues spread across an eighteen (18) week period.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		CX DPD-2020-00012961	3,645	
Financing:							TOTAL:	3,645

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

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

*[Signature]*  
By Department Director


2-27-2020  
Date

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

3-24-2020  
Date

*[Signature]*  
By City Manager

2-28-2020  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the <b>City Secretary's Office to receive an official file stamp.</b>	20-5480
		EFFECTIVE DATE
		February 13, 2020

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

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

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

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

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

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

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

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

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 2020 MAR 30 PM 1:44  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

**Vendor Name:** Matthew Rogers **Vendor No.:** VS95441

**Subject:** Part Time on-air Announcer

**Lead Dept:** Office of Arts and Culture – WRR-FM

**Action Requested:** WRR is requesting authorization for approval with a Supplement Agreement No. 3 for another twenty (20) months for a temporary On-air Announcer, for the M-F evening shift 3-7.

<b>Contract Number:</b>	OCA-2018-00004877	<b>Contract Term:</b>	04/01/2020	to	11/30/2021
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**Background:** Matthew Rogers will provide the following services: He will be voice tracking and voicing commercials. He will be working Monday thru Friday, on the 3PM to 7PM, evening shift. Per the contract he will be paid \$1,000 per month and the contract shall not exceed \$20,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
01401	OCA	1067		3099		MASC OCA-2018-00004877	\$20,000
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$20,000

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	AA#176747	9/7/2017	\$6,000	\$24,000	\$ 50,000	733.34%

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

*Jennifer Scripps*  
 Jennifer Scripps (Feb 13, 2020)  
 By Department Director Feb 13, 2020  
Date

*Christen Sutton*  
 Christen Sutton (Mar 30, 2020)  
 Approved as to Form by City Attorney Mar 30, 2020  
Date

*Joey Zapata*  
 Joey Zapata (Feb 13, 2020)  
 By City Manager Feb 13, 2020  
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

20-5481

EFFECTIVE DATE

3/4/20

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

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

RECEIVED  
 2020 MAR 30 AM 11:28  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: CEIA USA Vendor No. 518213

Subject: Walk-Through Metal Detectors w/ Antenna SS101 720mm

Lead Dept: Court and Detention Services Department

Action Requested: Purchase 2 walk-through metal detectors to replace 2 existing metal detectors utilizing the Texas Smart Buy Board contract# TXMAS-18-8404. (2) Walk-through metal detectors are needing to be delivered and replaced the 2 existing detectors at the Municipal Court, 2014 Main St.

Contract Number: CTS-2019-00011248 Contract Term: 03-01-2020 to 08/26/2020

Background: We have metal detectors that require replacement due to failure. While the 2 at Municipal are still operable, they will be moved to City Hall where they will be utilized at City Hall and transported to offsite meetings when necessary.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
OG88	CTS	1064		3099		-	\$6,700.20	
						-		
						-		
Financing:							TOTAL:	\$6,700.20

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

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

*[Signature]*  
 By Department Director

2/20/2020  
 Date

*[Signature]*  
 By City Manager

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

3/16/20  
 Date

3/4/20  
 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

## 20-5482

EFFECTIVE DATE

Feb 15, 2020

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

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

RECEIVED  
 2020 MAR 30 PM 4: 08  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Clear Channel Outdoor Vendor No. VS0000023083

Subject: Advertising for Bahama Beach Waterpark

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$23,676.00 for Clear Channel Outdoor. The vendor will provide digital and static billboard advertising for three 4-week periods from May 18, 2020 to August 9, 2020.  
Contact: Richard Sharnsky (214) 671-0821.

Contract Number:	PKR-2020-00012791	Contract Term:	5/1/2020	to	9/30/2020
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Background: The City of Dallas assumed operations of Bahama Beach Waterpark in 2008. Advertising is essential to generate waterpark attendance. Billboard advertising is specially targeted to reach drivers in Oak Cliff and the southern sector of Dallas as well as commuters around the DFW metroplex. Advertising Bidding Exemption Chap. 252.022 Gen Exemptions (Sec 16) State Government Code.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							\$23,676.00
						-	
						-	
Financing: Current FY						TOTAL:	\$23,676.00
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

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

[Signature]  
By Department Director Date Feb 14, 2020

[Signature]  
Approved as to Form by City Attorney Date Mar 30, 2020

[Signature]  
By City Manager Date Feb 15, 2020

MT



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

## 20-5483

EFFECTIVE DATE

Feb 7, 2020

2020 MAR 30 PM 12:32  
CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

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

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

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

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

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

Vendor Name: Freese and Nichols, Inc. Vendor No. 347200

Subject: Coombs Creek Trail - from Hampton/Davis to Moss Park

Lead Dept: Park and Recreation Department

Action Requested: Authorize a Supplemental Agreement No. 1 with Freese and Nichols, Inc., in the amount of \$14,950.00 thereby increasing the contract amount from \$244,907.00 to \$259,857.00.

Contract Number:	<u>PKR-2019-00009332</u>	Contract Term:	<u>NA</u>	to	<u>NA</u>
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Background: Supplemental Agreement No. 1 includes design services for developing construction documents which consist of the additional trail design and pavement striping along the south bound lane of North Oak Cliff Boulevard from Plymouth Road to just south of Stevens Wood Lane at the edge of the golf course property. All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB36	HIBT	4112	PK17VB36	CX - PKR-2019-00009332	\$14,950.00
Financing: <u>2017 Bond Fund- Park and Recreation Facilities (B)</u>						TOTAL:	\$14,950.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
	<u>01</u>	<u>19-0602</u>	<u>5/21/2019</u>	<u>\$244,907.00</u>	<u>\$0.00</u>	<u>\$ 259,857.00</u>	<u>6.10%</u>

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

*John Jenkins*  
John Jenkins (Feb 7, 2020)

By Department Director

Feb 7, 2020

Date

*Milton Henderson*  
Milton Henderson (Mar 12, 2020)

Approved as to Form by City Attorney

Mar 12, 2020

Date

*Jacy Zapata*  
Jacy Zapata (Feb 7, 2020)


By City Manager

Feb 7, 2020

Date

*lc*



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-5484	
	EFFECTIVE DATE	
	Mar 17, 2020	

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

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 2020 MAR 30 PM 4: 08  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

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

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

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

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

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

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

<b>Vendor Name:</b>	Manmohan Singh Chima	<b>Vendor No.</b>	VS07300
---------------------	----------------------	-------------------	---------

**Subject:** Contract Fee Instructor

**Lead Dept:** PKR

**Action Requested:** Authorize a contract fee instructor agreement of \$10,000.00 with Manmohan Singh Chima. The vendor will teach Judo classes to the citizens of Dallas.

Contact: Leatrice Newhouse, 214-670-8847


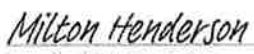

<b>Contract Number:</b>	PKR-2020-00012458	<b>Contract Term:</b>	NTP	<b>to</b>	09/30/2020
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**Background:** Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	PKR		N/A	3064	N/A	- PKR-2020-00012458	\$0.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$0.00

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

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

 John Williams By Department Director	Mar 11, 2020 Date	 Milton Henderson Approved as to Form by City Attorney	Mar 27, 2020 Date
 Jeany Zapata By City Manager		Mar 17, 2020 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

## 20-5485

EFFECTIVE DATE

Mar 17, 2020

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

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

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

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

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

Vendor Name: Maria Mendoza Vendor No. 86595

Subject: Contract Fee Instructor

Lead Dept: PKR

Action Requested: Authorize a contract fee instructor agreement of \$10,000.00 with Maria Mendoza. The vendor will provide Zumba classes to the citizens of Dallas.

Contact: Leatrice Newhouse, 214-670-8847


Contract Number:	PKR-2020-00012462	Contract Term:	NTP	to	09/30/2020
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Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR		N/A	3064	N/A	- PKR-2020-00012462	\$0.00
						-	
						-	
Financing: Current Funding						TOTAL:	\$0.00

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

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

  
 By Department Director Date Mar 13, 2020

  
 Approved as to Form by City Attorney Date Mar 27, 2020

  
 By City Manager Date Mar 17, 2020



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

**20-5486**

EFFECTIVE DATE

2.20.20

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

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

2020 MAR 31 PM 12: 56  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: American Heart Association, Inc. Vendor No. \_\_\_\_\_

Subject: Blood Pressure Kiosk Site Agreement

Lead Dept: Department of Aviation

Action Requested: Site Agreement between the City of Dallas, Department of Aviation and American Heart Association, Inc.

Contract Number: \_\_\_\_\_ Contract Term: January 17, 2020 to \_\_\_\_\_

Background: Site agreement between American Heart Association and City of Dallas, Department of Aviation to allow American Heart Association to place a Blood Pressure Kiosk machine for the purpose of informing the public concerning blood pressure.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A						-	0
						-	
						-	
Financing:						TOTAL:	

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

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

*[Signature]*  
By Department Director

2/13/20  
Date

*[Signature]* 2/28/20  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager Date 2/20/20



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

## 20-5487

EFFECTIVE DATE

Mar 26, 2020

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications, the Justification Form must be attached): **COVID-19 CITY OF DALLAS CONTRACT**  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2020 MAR 31 PM 1: 21  
CITY SECRETARY  
DALLAS, TEXAS

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

**Vendor Name:** Courtyard by Marriott (Dallas Downtown/Reunion District) **Vendor No.:** 513520

**Subject:** COVID-19 City of Dallas Lodging

**Lead Dept:** OPS

**Action Requested:** Authorize a six-month contract in the amount of \$50,000.00 for COVID-19 City of Dallas Lodging.

<b>Contract Number:</b>	POM-2020-00013321	<b>Contract Term:</b>	03/23/2020	to	09/30/2020
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**Background:** New contract for COVID-19 City of Dallas Lodging with Courtyard by Marriott at the special rate of \$89.00 per night for up to 25 rooms on the 9<sup>th</sup> floor, to be occupied on an as needed basis, to support the City of Dallas response to COVID-19. This agreement includes special pricing for Food and Beverage and Meeting Room rental.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	001	MGT	2076		3099	COVID-19	- POM-2020-00013321	\$50,000.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$50,000.00

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

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

Chhunmy Chhean  
Chhunmy Chhean (Mar 25, 2020)

By Department Director

Mar 25, 2020

Date

Consuelo Tankersley  
Consuelo Tankersley (Mar 31, 2020)

Approved as to Form by City Attorney

Mar 31, 2020

Date

Ky

Mar 25, 2020


Jon Fortune  
Jon Fortune (Mar 26, 2020)

By City Manager

Mar 26, 2020

Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-5488	
	EFFECTIVE DATE	
	Mar 24, 2020	

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

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

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

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

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

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

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

f. Other Services (explain on attachment; for ratifications, the Justification Form must be attached): **COVID-19 CITY OF DALLAS CONTRACT**  
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 DALLAS, TEXAS

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

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

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

<b>Vendor Name:</b>	Residence Inn by Marriott (Residence Inn Market Center)	<b>Vendor No.:</b>	VS0000005486
<b>Subject:</b>	COVID-19 City of Dallas Lodging		
<b>Lead Dept:</b>	OPS		

**Action Requested:** Authorize a six-month contract in the amount of \$50,000.00 for COVID-19 City of Dallas Lodging.

<b>Contract Number:</b>	POM-2020-00013326	<b>Contract Term:</b>	03/23/2020	to	09/30/2020
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**Background:** New contract for COVID-19 City of Dallas Lodging with Residence Inn by Marriott (Residence Inn Market Center) at the special rate of \$90.00 per night for up to 25 rooms per night, to be occupied on an as needed basis, to support the City of Dallas response to COVID-19. This agreement includes special pricing for Food and Beverage and Meeting Room rental.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	001	MGT	2076		3099	COVID-19	- POM-2020-00013326	\$50,000.00
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$50,000.00


	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
<b>Contract Amendment Information:</b>							

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

<u>Chhunny Chhean</u> Chhunny Chhean (Mar 24, 2020)	Mar 24, 2020	<u>Barbara A. McAninch</u> Barbara A. McAninch (Mar 24, 2020)	Mar 24, 2020
By Department Director	Date	Approved as to Form by City Attorney	Date

<u>Ky</u> Ky (Mar 24, 2020)	Mar 24, 2020	<u>Jon Fortune</u> Jon Fortune (Mar 24, 2020)	Mar 24, 2020
By City Secretary	Date	By City Manager	Date

Mar 24, 2020

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION
		<b>20-5489</b>
		EFFECTIVE DATE
		Mar 24, 2020

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

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

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

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

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

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

f. Other Services (explain on attachment; for ratifications, the Justification Form must be attached): **COVID-19 CITY OF DALLAS LODGING**  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Vendor Name: Vishwanath Hotels, LLC (owner of Dallas Love Field Inn) Vendor No. VC21332

Subject: COVID-19 City of Dallas Lodging

Lead Dept: OPS

Action Requested: Authorize a six-month contract in the amount of \$50,000.00 for COVID-19 City of Dallas Lodging.

Contract Number:	POM-2020-00013320	Contract Term:	03/23/2020	to	09/30/2020
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Background: New contract with Vishwanath Hotels, LLC (owner of Dallas Love Field Inn) for lodging at the special rate of \$55.00 per night for up to 100 rooms, to be occupied on an as needed basis in support of the City of Dallas response to COVID-19.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
001	MGT	4289		3090	COVID-19	- POM-2020-00013320	\$50,000.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$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

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

Chhunmy Chhean  
Chhunmy Chhean (Mar 23, 2020)

Mar 23, 2020

Barbara A. McAninch  
Barbara A. McAninch (Mar 24, 2020)

Mar 24, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

*Ky*

Jon Fortune  
Jon Fortune (Mar 24, 2020)

Mar 24, 2020


Mar 23, 2020

By City Manager

Date

2020 MAR 31 PM 1: 21  
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 DALLAS, TEXAS

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 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	20-5490
		EFFECTIVE DATE
		Mar 30, 2020

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

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

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

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 2020 MAR 31 AM 11:49  
 CITY SECRETARY  
 DALLAS, TEXAS

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

<b>Vendor Name:</b>	<b>SOUL REP THEATRE COMPANY</b>	<b>Vendor No.</b>	351177
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<b>Subject:</b>	Professional Services
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<b>Lead Dept:</b>	Office of Arts and Culture
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**Action Requested:** Consultant shall produce the regional premiere of, Amazing Grace, an adaptation of a children's book series by Mary Hoffman. This show captures the story of a young African-American girl named Grace who boasts a colorful and vibrant imagination. Grace is told by two of her classmates that she can't be Peter Pan in the school play because she is a girl and because she is Black. In the end, Grace shows that she can indeed do anything she sets her mind to. This show will run at the South Dallas Cultural Center in March 2020 with reporting to the Office of Arts and Culture in April 2020. 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.




<b>Contract Number:</b>	OCA-2019-00011739 (CR-0025057)	<b>Contract Term:</b>	3/31/2020	to	4/30/2020
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**Background:** The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,500.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$5,000.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice and one (1) payment of 25%, or **\$2,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OAC	4880		3089	AAct R2	MASC OCA-2019-000011739	\$10,000.00
							-	
							-	
<b>Financing:</b>	General Fund						<b>TOTAL:</b>	\$10,000.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 Jennifer Scripps (Mar 30, 2020) By Department Director	Mar 30, 2020 Date	 Taylor Floyd Approved as to Form by City Attorney	Mar 31, 2020 Date
 Joey Zapata (Mar 30, 2020) By City Manager		Mar 30, 2020 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

## 20-5492

EFFECTIVE DATE

Mar 5, 2020

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

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

2020 MAR 31 PM 4: 01  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name:	Core & Main, LP	Vendor No.	VS0000038746
--------------	-----------------	------------	--------------

Subject: Plumbing Pipe, Fittings, Fixtures, Trim and Parts

Lead Dept: DWU/OPS

Action Requested: Authorize a \$25,000.00 increase in funds to the master agreement, under the same terms and conditions.

Contract Number:	POM-2016-00001345	Contract Term:	12/15/2019	to	12/14/2020
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Background: On December 14, 2016, City Council authorized a three-year master agreement with Core & Main, LP (BM1603) in the amount of \$268,675.00 by Resolution No. 16-1913, for plumbing pipe, fittings, fixtures, trim and parts.

Prior Actions:  
Ext. No. 19-1189, a twelve-month extension

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- BM1603	\$25,000.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$25,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	16-1913	12/14/2016	\$268,675.00	N/A	\$293,675.00	9.30%

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

*Chhunhy Chhean*  
Chhunhy Chhean (Mar 5, 2020)

Mar 5, 2020

By Department Director

Date

*Arthur N. Bashor*  
Arthur N. Bashor (Mar 27, 2020)

Mar 27, 2020

Approved as to Form by City Attorney

Date

*Jy*


Mar 5, 2020

*Joey Zapata*  
Joey Zapata (Mar 5, 2020)

By City Manager

Mar 5, 2020

Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b> <b>20-5493</b> <b>EFFECTIVE DATE</b> Mar 5, 2020
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1. Place an "X" in the appropriate box for the approval of:

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

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

Vendor Name:	4-Star Hose & Supply, Inc.	Vendor No.	161103
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Subject: Plumbing Pipe, Fittings, Fixtures, Trim and Parts

Lead Dept: DWU/OPS

Action Requested: Authorize a \$25,000.00 increase in funds to the master agreement, under the same terms and conditions.

Contract Number:	POM-2016-00001345	Contract Term:	12/15/2019	to	12/14/2020
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Background: On December 14, 2016, City Council authorized a three-year master agreement with 4-Star Hose & Supply, Inc. (BM1603) in the amount of \$273,295.00 by Resolution No. 16-1913, for plumbing pipe, fittings, fixtures, trim and parts.

Prior Actions:  
Ext. No. 19-1189, a twelve-month extension

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- BM1603	\$25,000.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$25,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	16-1913	12/14/2016	\$273,295.00	N/A	\$325,295.00	9.14%

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

*Chhunhy Chhuan*  
Chhunhy Chhuan (Mar 5, 2020)

Mar 5, 2020

*Arthur N. Bashor*  
Arthur N. Bashor (Mar 27, 2020)

Mar 27, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

*Ky*

Mar 5, 2020

*Joey Zapata*  
Joey Zapata (Mar 5, 2020)

By City Manager

Mar 5, 2020

Date