



City of Dallas

ADMINISTRATIVE CHANGE ORDER

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240091
EFFECTIVE DATE
March 7, 2024

INSTRUCTIONS

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

RECEIVED
 2024 MAR 7 PM 2:23
 CITY SECRETARY
 DALLAS TEXAS

VENDOR NAME: EAR TELECOMMUNICATIONS, LLC		VENDOR NUMBER: VC22914						
CONTRACT NAME: WARRANTED TRAFFIC SIGNAL INSTALLATION GROUP 9		DEPARTMENT: TRN						
CONTRACT NUMBER: TRN-2022-00020225		CONTRACT TERMS: 10/12/2022 to 10/11/2025						
ACTION REQUESTED:	INCREASE CONTRACT \$116,015.95 FOR CHANGE ORDER #2.:							
BACKGROUND:	This change order consists of the following: INCREASE OF \$116,015.95 TO REVISED AWARD OF \$1,529,781.85 FOR FIELD ADJUSTMENTS .FUNDING SOURCE IS 2017 BOND PROGRAM, PROP. A, FUND 1V22, UNIT VA28, WHICH HAS SUFFICIENT UNOBLIGATED BALANCE TO COVER THIS CHANGE ORDER.							
FUNDING:	<i>FUND</i>	<i>DEPT</i>	<i>UNIT</i>	<i>ACTV</i>	<i>OBJ.</i>	<i>PROGRAM</i>	<i>ENCUMBRANCE TYPE and NUMBER</i>	<i>AMOUNT</i>
	1V22	TRN	VA28	THRG	4820	PB17VA28	CX TRN-TRN-2022-00020225	\$ 116,015.95
								\$
								\$
	PROGRAM NO.:		FINANCING:		TOTAL:		\$ 116,015.95	
CHANGE ORDER DATA:	Change Order No.: 2	Original CR/AA No.: 22-1539	Original CR/AA Date: 10/12/2022	Original CR/AA Amount: \$ 1,512,281.85				
	Total of Previous Change Orders: \$ 17,500.00		Previous Total Amount: \$ 1,529,781.85					
	Change Amount Including this Order: \$ 133,515.95		Total Amount Including this Order: \$ 1,645,797.80		Total Change Order Percentage: 8.83 %			
APPROVAL								
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.								
By Department Director <i>g a khankarli</i> g a khankarli (Mar 7, 2024 07:28 CST)							Date Mar 7, 2024	

Srinivasa Veeramallu
Engineering Program Administrator (Traffic Signals)

Mar 4, 2024



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

240092

RECEIVED

2024 MAR -8 AM 8:37

2/7/2024

CITY SECRETARY
DALLAS, TEXAS

Dallas Innovation Alliance

Jennifer Sanders

606 Tenna Loma Ct

Dallas, Tx 75208

jsanders@ntxia.org

214-909-0400

RE: Digital Navigator's Program

Dear Jennifer Sanders

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 03/08/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 06/30/2024, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 2/23/2024.

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

Jennifer Sanders

Feb 8, 2024

Name	Authorized Signature	Title	Date
Jennifer Sanders		Executive Director	

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

Thank you,

Kiana Morris
 Senior Contract Compliance Administrator
 Office of Procurement
 kiana.morris@dallas.gov
 214-671-5370

Danielle Thompson
 Director, Office of Procurement Services

Kimberly Tolbert
 Kimberly Tolbert (Mar 7, 2024 18:25 CST)

Director,

Assistant City Manager/Chief

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

240093

RECEIVED

2024 MAR 11 AM 11:48

2/14/2023

CITY SECRETARY
DALLAS, TEXAS

Marco Holdings I, LLC

Gerald Lowe

402 E Chambers St

Cleburne, TX 76031

geraldl@4mparts.com

214-912-3575

RE: BR1716 - Service Center Supplies & Equipment

Dear Gerald Lowe

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 2/23/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 8/23/2024, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 2/16/2024.

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

Gerald Lowe
Gerald Lowe (Feb 15, 2024 11:44 CST)

Feb 15, 2024

Authorized Signature	Date
Gerald Lowe	VP of Sales
Name	Title

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

Thank you,

Kiana Morris
 Senior Contract Compliance Administrator
 Office of Procurement
 kiana.morris@dallas.gov
 214-671-5370

Danielle Thompson
 Director, Office of Procurement Services

Robert Perez
Robert Perez (Mar 11, 2024 11:28 CDT)

Director, Denzell Gipson
Denzell Gipson (Mar 11, 2024 11:28 CDT)

Assistant City Manager/Chief

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

240094



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 11 AM 11:48

2/20/2024

CITY SECRETARY
DALLAS, TEXAS

Linebarger Goggan Blair & Sampson, LLP

Bridget Moreno Lopez

2777 N. Stemmons Freeway, Suite 1000

Dallas, Texas 75207

bridget.lopez@lgbs.com

(469) 221-5115

RE: Collections - Court & Detention For tracking purposes only

Dear Bridget Moreno Lopez

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 3/1/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 2/28/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 2/23/2024.

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

Bridget Moreno Lopez
Bridget Moreno Lopez (Feb 20, 2024 13:14 CST)

Feb 20, 2024

Authorized Signature	Date
Bridget Moreno Lopez	Feb 20, 2024
Name	Title

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

Thank you,

Kiana Morris
 Senior Contract Compliance Administrator
 Office of Procurement
 kiana.morris@dallas.gov
 214-671-5370

Danielle Thompson
 Director, Office of Procurement Services

Jon Fortune
 Jon Fortune (Mar 11, 2024 11:34 CDT)

Director, Gregory Nelson
Gregory Nelson (Feb 27, 2024 18:42 CST)

Assistant City Manager/Chief

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 20 PM 2: 24

2/26/2024

CITY SECRETARY
DALLAS, TEXAS

MIDWEST TAPE, LLC

Sue Bascuk

6950 Hall Street

Holland, OH 43528

sbascuk@midwesttape.com

800-875-2785

RE: E-Content Services

Dear Sue Bascuk

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 2/26/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 08/26/2024, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 3/1/2024.

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

Susan Bascuk
Susan Bascuk (Feb 27, 2024 08:41 EST)

Feb 27, 2024

Authorized Signature	Title	Date
Susan Bascuk	Vice President	
Name	Title	

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

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

MJ Giudice

Director, MJ Giudice
MJ Giudice (Feb 27, 2024 10:14 CST)

Assistant City Manager/Chief

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

240096



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 20 PM 2:26

2/26/2024

CITY SECRETARY
DALLAS, TEXAS

OVERDRIVE, INC.

Erica Lazzaro

One OverDrive Way

Cleveland, OH 44125

elazzaro@overdrive.com

216-573-6886

RE: E-Content Services

Dear Erica Lazzaro

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 2/26/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 8/26/2024, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 3/1/2024

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

Erica Lazzaro
Erica Lazzaro (Feb 26, 2024 15:20 EST)

Feb 26, 2024

Erica Lazzaro	Authorized Signature	General Counsel	Date
Name			Title

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

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson
Director, Office of Procurement Services

[Signature]

Director, [Signature]
M3 Gladwin LE-23-2024-10-14 CST

Assistant City Manager/Chief

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



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

240097

RECEIVED

2024 MAR 20 PM 2:24

1/5/2024

CITY SECRETARY
DALLAS, TEXAS

NATUROMULCH, LLC

Omprakash Goyal

P. O. Box 1902

Coppell, TX 75019

naturomulch@gmail.com

RE: Mulch Materials

Dear Omprakash Goyal

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 01/12/2024 . The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 07/12/2024 , or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 1/9/2024

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

Jan 5, 2024

Authorized Signature	Date
Omprakash Goyal	
	Owner
Name	Title

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

Thank you,

Kiana Morris
 Senior Contract Compliance Administrator
 Office of Procurement
 kiana.morris@dallas.gov
 214-671-5370

Danielle Thompson
 Director, Office of Procurement Services

Director, *John Jenkins*
John Jenkins (Mar 9, 2024 1A:10 CST)

[Signature]
 Assistant City Manager/Chief

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

240098



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 20 PM 2: 25

CITY SECRETARY
DALLAS, TEXAS

1/5/2024

The LETCO Group, LLC dba Living Earth

Lora Hinchcliff

1901 CALIFORNIA CROSSING

Dallas, TX 75220

lhinchcliff@letcogroup.com

214-673-3341

RE: Mulch Materials

Dear Lora Hinchcliff

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 01/12/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 07/12/2024, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 01/09/2024

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

Lora Hinchcliff
Lora Hinchcliff (Feb 12, 2024 15:20 CST)

Feb 12, 2024

Authorized Signature

Date

Lora Hinchcliff

Municipal Solutions Manager

Name

Title

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

Thank you,

Kiana Morris

Senior Contract Compliance Administrator

Office of Procurement

kiana.morris@dallas.gov

214-671-5370

Danielle Thompson

Director, Office of Procurement Services

[Signature]

Assistant City Manager/Chief

Director, [Signature]

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

240099



OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 26 AM 10:30

2/27/2024

CITY SECRETARY
DALLAS, TEXAS

TACenergy LLC

Chad Hebert

100 Crescent Court, ste 1600

Dallas, TX 75201

Chebert@tacenergy.com

903-334-7900

RE: Fuel, Motor Fuel (unleaded and diesel fuel)

Dear Chad Hebert

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 01/21/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 01/20/2025, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by 3/1/2024

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

Chad Hebert

Feb 27, 2024

Authorized Signature	Date
Chad Hebert	General Manager of Sales - SE
Name	Title

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

Thank you,

Kiana Morris
 Senior Contract Compliance Administrator
 Office of Procurement
 kiana.morris@dallas.gov
 214-671-5370

Danielle Thompson

Director, Office of Procurement Services

Robert Perez

Robert Perez (Mar 26, 2024 09:16 CDT)

Assistant City Manager/Chief

Director *Donzell Gipson*
Donzell Gipson (Mar 22, 2024 09:38 CDT)

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



DALLAS WATER UTILITIES
EXTENSION REQUEST LETTER

RECEIVED

2024 MAR 28 AM 8:29

CITY SECRETARY
DALLAS, TEXAS

March 21, 2024

Berger Management & Services, Inc.
Dennis Berger
500 Mosley Road.
Ennis, TX 75119
dennis@bmsstexas.com
O: 469-781-1162

RE: Pump Overhaul Training

Dear Dennis,

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 30, 2024**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **September 30, 2024**, or until the funds are depleted, whichever is sooner.

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

Please complete the information requested below and send the completed form to me via email by **March 26, 2024**.

YES, I agree to extend this agreement through **September 30, 2024**.

NO, I decline to extend this agreement.

03/21/2024

Authorized Signature	Date
Dennis J. Berger	Owner
Name	Title

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

Thank you,

Gehan Asaad, DWU Superintendent
gehan.asaad@dallas.gov
214-671-9516

Director, Dallas Water Utilities

Majed Al-ghafry (Mar 21, 2024 17:30 CDT)

Assistant City Manager



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240156
EFFECTIVE DATE
03/29/2024

INSTRUCTIONS

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

RECEIVED
 APR 29 AM 9:23
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME: XIT Paving and Construction, Inc.	VENDOR NUMBER: VC25263
CONTRACT NAME: Chalk Hill Road (North) - PB06U780	DEPARTMENT: Public Works
CONTRACT NUMBER: PBW-2022-00019525	CONTRACT TERMS: 01/16/2023 to 12/31/2025

ACTION REQUESTED:	Authorize Change Order No. 3 to the construction contract with XIT Paving & Construction, Inc. for Chalk Hill Road (North). This action will add \$75,600.00 to the contract increasing the contract amount from \$17,250,076.94 to \$17,325,676.94.
--------------------------	--

BACKGROUND:	<p>This change order consists of the following: The ongoing underground utility construction at Chalk Hill Rd (North) has caused the condition of the roadway to deteriorate considerably. In response to the citizen complaints received, it is necessary to improve the roadway condition for motorists. This action will add the items needed to provide a better drivable surface to the contract. All items required for this change order are included in the attachment.</p>
--------------------	---

FUNDING:	FUND	DEPT	UNIT	ACTV	OBJ.	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		1V22	PBW	U780	-	4510	PB06U780	PBW-2022-00019525
PROGRAM NO.:		PB06U780		FINANCING:		2017 General Obligation Bond Fund		TOTAL: \$ 75,600.00

CHANGE ORDER DATA:	Change Order No.: 3	Original CR/AA No.: 22-1201	Original CR/AA Date: 08/24/2022	Original CR/AA Amount: \$ 16,938,615.50
	Total of Previous Change Orders: \$ 311,461.44		Previous Total Amount: \$ 17,250,076.94	
	Change Amount Including this Order: \$ 387,061.44	Total Amount Including this Order: \$ 17,325,676.94	Total Change Order Percentage: 2.29%	

904E BB HH

APPROVAL

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

By Department Director

Ali Hatafi, P.E.

Date

3/29/24



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER
240157
EFFECTIVE DATE
03/29/2024

INSTRUCTIONS

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

RECEIVED
 2024 MAR 29 PM 1:15
 CITY SECRETARY
 DALLAS TEXAS

VENDOR NAME: Tiseo Paving Company				VENDOR NUMBER: 011466				
CONTRACT NAME: Canada Drive from Westmoreland Rd to Hampton St				DEPARTMENT: PBW				
CONTRACT NUMBER: PBW-2022-00019927		CONTRACT TERMS: 01/31/2023		to 09/24/2025				
ACTION REQUESTED:	Authorize Change Order Number 3 to the construction contract with Tiseo Paving Company for the Canada Drive project. This action will add \$28,750.00 to the contract increasing the contract amount from \$23,419,873.00 to \$23,448,623.00.							
BACKGROUND:	This change order consists of the following: Due to unforeseen field conditions, additional borrow material is needed for the bridge construction. This action will add new items to the contract as needed. It will also add days to the contract to compensate the contractor for the extra work. All items needed for this change order are included in the attachment.							
FUNDING:	<i>FUND</i>	<i>DEPT</i>	<i>UNIT</i>	<i>ACTV</i>	<i>OBJ.</i>	<i>PROGRAM</i>	<i>ENCUMBRANCE TYPE and NUMBER</i>	<i>AMOUNT</i>
	1V22	PBW	VA08	THRF	4510	PB17VA08	CX-PBW-2022-00019927	\$28,750.00
	PROGRAM NO.: PB17VA08		FINANCING:		2017 General Obligation Bond Fund		TOTAL:	\$ 28,750.00
CHANGE ORDER DATA:	Change Order No.: 3	Original CR/AA No.: 22-1447	Original CR/AA Date: 9/28/2022	Original CR/AA Amount: \$ 23,237,640.50				
	Total of Previous Change Orders: \$ 182,232.50			Previous Total Amount: \$ 23,419,873.00				
	Change Amount Including this Order: \$ 210,982.50		Total Amount Including this Order: \$ 23,448,623.00		Total Change Order Percentage: 0.91 %			
APPROVAL								
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.								
By Department Director <i>Ali Hatofi, P.E.</i>						Date 3/29/24		



City of Dallas

OFFICE OF PROCUREMENT SERVICES
EXTENSION REQUEST LETTER

240158
RECEIVED

3/12/2024

2024 MAR 29 PM 2:41

DELOITTE CONSULTING LLP
Timothy Boehm
30 Rockefeller Plaza
New York, NY, 10112
tboehm@deloitte.com
+1.713.982.3398

CITY SECRETARY
DALLAS, TEXAS

RE: SAP Application Management

Dear Timothy Boehm

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 3/31/2024. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 3/31/2027, 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 3/22/2024.

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

Tim Boehm
Tim Boehm (Mar 19, 2024 15:49 EDT)

Mar 19, 2024

Name	Authorized Signature	Title	Date
Tim Boehm		Principal	

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

Thank you,

Kiana Morris
Senior Contract Compliance Administrator
Office of Procurement
kiana.morris@dallas.gov
214-671-5370

Danielle Thompson
Director, Office of Procurement Services

Kimberly Bizzor-Tolbert
Kimberly Bizzor-Tolbert (Mar 29, 2024 13:03 CDT)

Director, [Signature]

Assistant City Manager/Chief

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



ADMINISTRATIVE CHANGE ORDER

City of Dallas

(For Construction Contracts Only)

ADMINISTRATIVE ACTION NUMBER

240159

EFFECTIVE DATE

03/29/2024

INSTRUCTIONS

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

RECEIVED
 2024 APR 29 PM 4:27
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME:	Tiseo Paving Company	VENDOR NUMBER:	911466					
CONTRACT NAME:	Dolphin Road from Spring Ave to north of Haskell Avenue/Military Parkway	DEPARTMENT :	Public Works					
CONTRACT NUMBER:	PBW-2020-00013050	CONTRACT TERMS:	04/30/2024 to 10/31/2024					
ACTION REQUESTED:	Authorize Change Order No. 3 to the construction services contract with Tiseo Paving Company for Dolphin Road from Spring Ave to North of Haskell Ave/Military Pkwy to add items in the amount of \$56,426.25, increasing the contract amount from \$7,117,388.50 to \$7,173,814.75, and to add 180 calendar days to the contract.							
BACKGROUND :	This change order consists of the following: During construction it was discovered that additional pedestrian and guardrail items are needed to enhance driver and pedestrian safety. This action will also add an additional traffic control item that is needed due to project delays related to right-of-way acquisition. This change order will authorize Tiseo Paving Company to use additional pay items and add additional calendar days to the contract. See "Attachment A".							
FUNDING:	<i>FUND</i>	<i>DEPT</i>	<i>UNIT</i>	<i>ACTV</i>	<i>OBJ.</i>	<i>PROGRAM</i>	<i>ENCUMBRANCE TYPE and NUMBER</i>	<i>AMOUNT</i>
	1V22	PBW	V139	THRG	4510	PB17V139	CX PBW-2020-00013050	\$ 56,426.25
								\$
								\$
	PROGRAM NO.:	PB17V139	FINANCING:		TOTAL:	\$ 56,426.25		
CHANGE ORDER DATA:	Change Order No.:	3	Original CR/AA No.:	20-1521	Original CR/AA Date:	10/13/2020	Original CR/AA Amount:	\$ 6,800,664.75
	Total of Previous Change Orders:	\$ 316,723.75			Previous Total Amount:	\$ 7,117,388.50		
	Change Amount Including this Order:	\$ 373,150.00		Total Amount Including this Order:	\$ 7,173,814.75		Total Change Order Percentage:	5.49 %
APPROVAL								
Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.								
By Department Director							Date	
<i>Ali Hatefi, P.E.</i>							3/29/24	



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245577

EFFECTIVE DATE

Feb 29, 2024 WS

RECEIVED
2024 MAR - 1 AM 10:43
CITY SECRETAR
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: Best Best & Krieger LLP Supplier No. VS0000075271

Subject: SA #1 to Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with Best Best & Krieger LLP to provide legal representation to the City of Dallas in connection with the Estates at Ferguson - NOFA Project for an additional \$12,838.50 in funds.

Contract Number:	ATT-2023-00022125	Contract Term:	4/14/2023	to	*Indefinite
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Background: Best Best & Krieger LLP will provide legal representation to the City in connection with the Estates at Ferguson – NOFA Project, an affordable housing and economic development project. The firm will be paid on an hourly rate basis as provided in the Engagement Letter, attached to the Contract. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	HOU	4285		3015		MASC ATT-2023-00022125	\$12,838.50	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$12,838.50

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	23-5707	4/14/2023	\$50,000.00	0	\$62,838.50	25.67%

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

Ayeh Powers
Ayeh Powers (Feb 29, 2024 16:41 CST)
By Department Director

Feb 29, 2024
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Feb 29, 2024
Date

[Signature]
tc.broadmax (Feb 29, 2024 17:38 CST)
By City Manager

Feb 29, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245378

EFFECTIVE DATE

Feb 29, 2024 WS

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 29 - 1 AM 11:00

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

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

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

Supplier Name: Best Best & Krieger LLP Supplier No. VS0000075271

Subject: SA #1 to Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Best Best & Krieger LLP to provide legal representation to the City of Dallas in connection with the Builders of Hope/Trinity West Villas - NOFA Project for an additional \$12,595.00 in funds.

Contract Number:	ATT-2023-00022124	Contract Term:	4/14/2023	to	*Indefinite
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Background: Best Best & Krieger LLP will provide legal representation to the City in connection with the Builders West Villas - NOFA Project, an affordable housing and economic development project. The firm will be paid on an hourly rate basis as provided in the Engagement Letter, attached to the Contract.*The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	HOU	4285		3015		MASC ATT-2023-00022124	\$12,595.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$12,595.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-5706	4/14/2023	\$50,000.00	0	\$62,595.00	25.19%

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

Ayeh Powers
Ayeh Powers (Feb 29, 2024 16:42 CST)
By Department Director

Feb 29, 2024
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Feb 29, 2024
Date

[Signature]
tc broadnax (Feb 29, 2024 17:38 CST)
By City Manager

Feb 29, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245379

EFFECTIVE DATE

Mar 1, 2024 *WS*

RECEIVED
2024 MAR 1 AM 11:44
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: Best Best & Krieger LLP Supplier No. VS0000075271

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with Best Best & Krieger LLP to provide legal representation to the City of Dallas in connection with the Saigebrook/Jaipur Lofts Project (NOFA program, ARPA & HOME funding, LIHTC) for an additional \$10,000.00 in funds. Per Section 13.4.3 of AD 4-5, the increase does not require council approval. See attached invoice.

Contract Number:	ATT-2024-00023338	Contract Term:	9/01/2023	to	*Indefinite
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Background: Best Best & Krieger LLP provides legal representation to the City in connection with the Saigebrook/Jaipur Lofts Project, an affordable housing development project that provides developer funding. The firm will be paid on an hourly rate basis as provided in the Engagement Letter, attached to the Contract. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	HOU	4285		3015		MASC ATT-2024-00023338	\$10,000.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	23-6616	9/01/2023	\$50,000.00	\$78,993.00	\$88,993.00	77.98%

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

Ayeh Powers
Ayeh Powers (Mar 1, 2024 09:12 CST)
By Department Director

Mar 1, 2024
Date

Willow Sanchez
Approved as to Form by City Attorney WS
Date

[Signature]
tc broadnax (Mar 1, 2024 09:22 CST)
By City Manager

Mar 1, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245380

EFFECTIVE DATE

2/29/24

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

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

RECEIVED
2024 MAR - 1 AM 11:11
CITY SECRETARIA
DALLAS, TEXAS

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

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

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

Supplier Name: Adopets, Inc. Supplier No. VS100587

Subject: Shelter Services App

Lead Dept: Dallas Animal Services

Action Requested: Authorize ratification of outstanding invoices totaling the amount of \$35,000 for online transaction support. Services were provided 1/31/2023 - 12/1/2023.

Contract Number:	DAS-2024-00023864	Contract Term:	1/31/2023	to	12/1/2023
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Background: MASC DAS-2020-00012110 contract expired on 3/18/21 and was not renewed due to transition in leadership.

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

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

N/A: CM-KM

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0898	DAS	1540		3070		-	\$35,000.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$35,000.00

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.

Melissa Webber (Feb 29, 2024 14:06 CST)
By Department Director

Feb 29, 2024
Date

Stephen T. Freeland (Feb 29, 2024 14:30 CST)
Approved as to Form by City Attorney

Feb 29, 2024
Date

By City Manager

Feb 29, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245381

EFFECTIVE DATE

Mar 1, 2024

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

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

RECEIVED
2024 MAR -1 PM 1:3
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Safariland Training Academy Supplier No. VS0000045615

Subject: Less than Lethal Training Course

Lead Dept: Dallas Police Department

Action Requested: Authorize a ratification payment of \$6915.00 for Safariland Training Academy. The vendor provided Less than Lethal training for the Dallas Police Academy November 8-11th and is seeking payment for invoice I016-00009754.

Contract Number: DPD-2023-00023372 Contract Term: to

Background: Safariland Less than Lethal Instructor School was attended by Dallas Police Academy before final approval was received by the DPD Financial Contract Management Office.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
OS1N	DPD	6767		3364		DPD-2023-00023372	\$6,915.00
Financing: Lease Funding						TOTAL:	\$6,915.00

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

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

MRT
Martin Riojas (Mar 1, 2024 10:01 CST)
By Department Director Mar 1, 2024 Date

Don Knight
Approved as to Form by City Attorney Mar 1, 2024 Date

Jon Fortuac
Jon Fortuac (Mar 1, 2024 11:40 CST)
By City Manager Mar 1, 2024 Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245382

EFFECTIVE DATE

Mar 1, 2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 15%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 1 PM 3:44
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 N/A

Supplier Name: Children's Advocacy Center for North Texas Supplier No. N/A

Subject: Multi-Disciplinary Team Working Protocol

Lead Dept: Dallas Police Department

Action Requested: To authorize an agreement with Dallas Children's Advocacy Center for North Texas and Dallas Police Department to develop Multidisciplinary Team investigative Protocol for Denton County.

Contract Number: DPD-2024-00023776 Contract Term: 12/25/2023 to 12/24/2026

Background: Children's Advocacy Center for North Texas MDT Team is a group of professions who represent various disciplines and work collaboratively from the point of child abuse investigative report to ensure the most effective coordinated response possible for every child. Both agencies agree to work collaboratively as stated in Memorandum of Understanding between Children's Advocacy Center of North Texas for Denton County and DPD.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						DPD-2024-00023776	\$0.00
Financing:						No Cost Consideration	TOTAL: \$0.00

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

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

By Department Director

Date

Jon Fortune
Jon Fortune (Mar 1, 2024 14:05 CST)

By City Manager

Stephen T. Freeland
Stephen T. Freeland (Mar 1, 2024 14:40 CST)

Approved as to Form by City Attorney

Mar 1, 2024

Date

Mar 1, 2024

Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

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

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

ADMINISTRATIVE ACTION

245383

EFFECTIVE DATE

March 1, 2024

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

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

RECEIVED
 2024 MAR -4 AM 8:53
 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 N/A

Supplier Name: Texas Department of Public Safety Supplier No. _____

Subject: Agreement for Release of Driver Records to Governmental Entities

Lead Dept: Office of Risk Management

Action Requested:

Contract Number:	ORM-2024-00024101	Contract Term:	March 1, 2024	to	February 28, 2029
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Background: The City must conduct periodic driver's license checks of all employees who may drive on behalf of the City during the scope and service of their job duties to ensure they meet city, state, and federal requirements. The City also checks the driver records of all applicants applying for a position in the City. These services are provided to the City by DPS at no cost to the City.

HUB Check appropriate Box

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

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

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

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

Jeronda Smith

Feb 29, 2024

By Department Director

Date

Don Knight

Feb 29, 2024

Approved as to Form by City Attorney

Date

[Signature]

Mar 1, 2024

By City Manager

Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245384

EFFECTIVE DATE

9/21/2023

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

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

RECEIVED
 2023 MAR -4 AM 9:37
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: SHI/GOVERNMENT SOLUTIONS, INC Supplier No. 502145

IT Solutions – Software for Jotform Enterprise Users

Lead Dept: AVI

Action Requested: Authorize contract for 3-year service software subscription with the vendor for the maintenance and support of the software that will be used as an intake for multiple AVI customer/citizen facing online applications. Service is being procured through **Cooperative Agreement with Omnia Partners Contract #2018011-02**. The amount not to exceed **\$14,379.80**

Contract Number: AVI-2023-00022577 Contract Term: ~~9/22/2023~~ to ~~9/21/2026~~

Background: The Jotform software will be used as a front end/intake for a multiple Department of Aviation customer/citizen facing online applications. (i.e. Aviation Department On-Line Badging, non-passenger terminal access, Reporting Mask Violations etc.). The license for DOA users only, I'm currently unaware of any other City of Dallas Departments are using JotForm. The "enterprise" version is what will be need from a PCI-DSS standpoint, the enterprise version of JotForm grants the Department of Aviation its own server. Maintenance and Support of the software is being procured through Cooperative Agreement with Omnia Partners. **Contract#2018011-02 / Amount \$14,379.80**

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7754	AV26	3099		CX AVI-2023-00022577	\$14,379.80
Financing: FY2023 Operating Fund							TOTAL: \$14,379.80

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 Suppl Agreement Percentage

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

[Signature]
By Department Director

9/18/23
Date

[Signature]
Approved as to Form by City Attorney

9/26/23
Date

[Signature]
By City Manager

9/21/23
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

245385

EFFECTIVE DATE

2/15/2024

CITY SECRETARY
DALLAS, TEXA
2024 MAR -4 AM 9:37
RECEIVED

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

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

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

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

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

Supplier Name: American Association of Airport Executives Supplier No. 262102

Subject: Training for AVI Employees

Lead Dept: AVI

Action Requested: Authorize a consulting services contract with American Association of Airport Executives (Sole Source vendor) to provide training for AVI Employees in an amount not to exceed **\$19,340.00**.

Contract Number:	AVI-2023-00023216	Contract Term:	2/5/2024	to	2/4/2025
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Background: AAAE will provide Trusted Agent Training for our Badging staff for their required Certification. AAAE will also provide Airport 101 training for new AVI Employees at Dallas Executive Airport. AAAE provided appropriate documentation showing that they are the sole source provider of the trainings and certifications. Amount not to exceed **\$19,340.00**.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7731		3361		MASC AVI-2023-00023216	\$8,000.00
0130	AVI	7720		3361		AVI-2023-00023216	\$11,340.00
Financing: FY2023 Operating Fund						TOTAL:	\$19,340.00


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 Suppl Agreement Percentage

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

Patricia Carrero (Feb 12, 2024 09:37 CST) 2/12/24
By Department Director Date

Ashley Stockton (Feb 15, 2024 15:08 CST) 2/15/24
Approved as to Form by City Attorney Date

Kimberly Bizor-Tolbert (Feb 15, 2024 15:06 CST) February 15, 2024
By City Manager Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	245386
		EFFECTIVE DATE
		Feb 25, 2024

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

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

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

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

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

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

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

RECEIVED
 2024 MAR 4 AM 9:49
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: #TeenWritersProject **Supplier No.** VC23887

Subject: Arts Activate 2024 – Round 2

Lead Dept: Office of Arts & Culture

Action Requested: Quarterly pop-up events in Dallas cafés, focusing on diverse cultural themes like French, Jewish, Native American, Mexican, and African cultures. Book discussions, local writers, and cuisine fusion enhance the experience. Teens share their stories, published in the #TWP Quarterly Lit Zine. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2023-00023138 (CR-00026821)	Contract Term:	AA Effective Date	to	9/15/2024
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Background: The fee for this service is \$12,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,000.00 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 \$6,000.00 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 \$3,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB Check appropriate Box

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

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


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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$12,000.00
Financing:						General Fund	TOTAL:
							\$12,000.00

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

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


 Martine Philippe (Feb 22, 2024 13:55 CST)

Feb 22, 2024


 Hannah Minton (Feb 27, 2024 16:29 CST)

Feb 27, 2024

By Department Director

Date

Approved as to Form by City Attorney


Date



Feb 25, 2024

By City Manager

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION 245387
	See Administrative Directive 4-05 for 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 28, 2024

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

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

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

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

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

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

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

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

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

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

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

Supplier Name:	Matt Bagley	Supplier No.	VS94037
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Subject: Arts Activate 2024 – Round 2

Lead Dept: Office of Arts & Culture

Action Requested: Matt Bagley's "PrintShop a Go-Go 2024" is a mobile printmaking workshop, offering free one-day events in three locations. The workshop includes three simultaneous classes for adults and kids, teaching color theory, collagraph, and linocut techniques. The project aims to make printmaking accessible and enjoyable for all ages and skill levels. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2023-00023138 (CR-00026813)	Contract Term:	AA Effective Date	to	9/15/2024
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Background: The fee for this service is \$8,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,000.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$4,000.00 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 \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice

HUB Check appropriate Box

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

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

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$8,000.00
Financing:						TOTAL:	\$8,000.00

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

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


Martine Philippe (Feb 28, 2024 15:05 CST)

Feb 28, 2024


Hannah Minton (Mar 1, 2024 17:16 CST)

Mar 1, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date



Feb 28, 2024

By City Manager

Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245388

EFFECTIVE DATE

Mar 1, 2024

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

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

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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

Supplier Name: Junior Players Guild Supplier No. 223195

Subject: Arts Activate 2024 – Round 2

Lead Dept: Office of Arts & Culture

Action Requested: Junior Players Guild introduces a documentary, "Shakespeare with Henry – Behind the Prison Pipeline," highlighting a unique program bringing Shakespeare to incarcerated youth. The documentary aims to showcase the transformative impact of arts education, providing insights into the experiences of young participants. Junior Players Guild collaborates with community partners for screenings, emphasizing the power of the arts in rehabilitation. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number: OCA-2023-00023138 (CR-00026828) Contract Term: AA Effective Date to 9/15/2024

Background: The fee for this service is \$16,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$4,000.00 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 \$8,000.00 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 \$4,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$16,000.00
Financing: General Fund						TOTAL:	\$16,000.00

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

64

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

Martine Philippe (Feb 28, 2024 11:59 CST)

Feb 28, 2024

Suzanne Knuppel (Mar 1, 2024 16:59 CST)

Mar 1, 2024

By Department Director

Date


Approved as to Form by City Attorney

Date

By City Manager

Date

Mar 1, 2024

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION 245389
	See Administrative Directive 4-05 for 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
		Mar 1, 2024

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

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

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

RECEIVED
 2024 MAR -4 PM 2:21
 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

Supplier Name: Jennifer Gonzales	Supplier No. VC15389
Subject: Arts Activate 2024 – Round 1	
Lead Dept: Office of Arts & Culture	

Action Requested: Jennifer Gonzales will present "Rhythmic Revolution". This project is an electrifying event aimed at captivating Dallas residents of all ages with the exhilaration of music and dance. "Rhythmic Revolution" is not just a dance event; it is a transformative experience that aspires to bring joy, creativity, and unity to Dallas residents of all ages. Through music, dance, and a welcoming community, the event encourages personal and collective growth, leaving a lasting impact on the lives of its participants. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2023-00023137 (CR-00026639)	Contract Term:	AA Effective Date	to	9/15/2024
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Background: The fee for this service is \$8,000 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,000 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$4,000 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25% or \$2,000, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.




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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023137	\$8,000.00
Financing:						TOTAL:	\$8,000.00

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

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

 Martine Philippe (Feb 27, 2024 11:45 CST) By Department Director	Feb 27, 2024 Date	 Lucy Huang (Mar 4, 2024 13:30 CST) Approved as to Form by City Attorney	Mar 4, 2024 Date
 By City Manager		Mar 1, 2024 Date	



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245390

EFFECTIVE DATE

02/16/2024

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

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

RECEIVED
 2024 MAR 4 PM 2:37
 CITY SECRETARY
 DALLAS, TEXAS

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

Supplier Name: McAfee3 Architecture, Inc. Supplier No. VC22875

Subject: Dallas City Hall Mayor & Council Offices Conceptual Planning

Lead Dept: Building Services Department

Action Requested: Authorize a professional services contract with McAfee3 Architecture, Inc. to perform planning and conceptual design services for the Mayor and Council Offices located at Dallas City Hall, 1500 Marilla Street, in an amount not to exceed \$98,950.00.

Contract Number: BSD-2024-00023670 Contract Term: 03/01/2024 to 03/01/2025

Background: This will allow McAfee3 Architecture, Inc. to provide services for the planning and preparation of conceptual design options with schematic layouts and estimated costs for the Mayor and Council Offices at Dallas City Hall. The firm was selected from the Aviation Department's list of prequalified consultants, Solicitation No. CIZ#23-AVI-2097.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0671	BSD	W927	MMCF	3070	PT24001	CX BSD-2024-00023670	\$98,950.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$98,950.00

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
							%

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

By Department Director

02/15/2024

Date

Milton Henderson (Feb 21, 2024 14:40 CST)

Approved as to Form by City Attorney

02/21/2024

Date

Robert Perez (Feb 16, 2024 13:55 CST)

By City Manager

02/16/2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245391

EFFECTIVE DATE

February 20, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 4 PM 4:03

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

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

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

Supplier Name:	GRANICUS, LLC	Supplier No.	VS0000005880
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Subject:	SA #2 TO EXTEND CURRENT CONTRACT AND ADD FUNDS
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Lead Dept:	AVI
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Action Requested:	AUTHORIZE SUPPLEMENTAL AGREEMENT #2 TO EXTEND CURRENT CONTRACT FOR A HOSTED WEBSITE AND MAINTENANCE AND SUPPORT SERVICES AVI-2017-00003093 FOR AN ADDITIONAL 1-YEAR PERIOD AND ADD FUNDS. CONTRACT IS SET TO EXPIRE WITH NO COVERAGE. 10% INCREASE WILL BRIDGE SERVICE UNTIL NEW SOLICITATION IS COMPLETE. AMOUNT NOT TO EXCEED \$12,762.54.
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Contract Number:	AVI-2017-00003093	Contract Term:	11/09/2017	to	11/08/2024
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Background: THE CONTRACT FOR WEB HOSTING SERVICES WAS ENTERED INTO NOVEMBER 9, 2017 WITH VISION TECHNOLOGY SOLUTIONS, LLC DBA VISION FOR A 5-YEAR TERM, AND LATER ASSIGNED TO THE CURRENT VENDOR, GRANICUS, LLC. THE CONTRACT TERM WAS EXTENDED 1 YEAR, THROUGH NOVEMBER 8, 2023, BY SUPPLEMENTAL AGREEMENT NO. 1, AUTHORIZED BY AA 23-5532. THE VENDOR HAS AGREED TO EXTEND THE CURRENT CONTRACT FOR 1 ADDITIONAL YEAR. NEW SOLICITATION IS IN PROGRESS AND THIS WILL BRIDGE AVI UNTIL THE NEW CONTRACT IS AWARDED. AMOUNT NOT TO EXCEED \$12,762.54.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0130	AVI	7754		3070		- AVI-2017-00003093	\$12,762.54
							-	
							-	
Financing:							TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	17-1665	10/25/2017	\$122,801.00	\$12,154.80	\$147,718.34	20.29%

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

Patricia Carrero (Feb 9, 2024 14:38 CST) Feb 9, 2024

Ashley Stockton (Feb 20, 2024 12:56 CST) Feb 20, 2024

By Department Director Date

Kimberly Bizar Tolbert (Feb 20, 2024 12:00 CST)

Approved as to Form by City Attorney Date
Feb 20, 2024

By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245392

EFFECTIVE DATE

03/04/2024

RECEIVED
2024 MAR -4 PM 4:50
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: CIVICPLUS LLC DBA CIVICPLUS Supplier No. VS0000069417

Subject: 1YR Renewal - WEB-BASED ECONOMIC DEVELOPMENT INCENTIVES AND PROGRAMS APPLICATIONS AND FORMS

Lead Dept: Office of Economic Development

Action Requested: Authorize Supplemental Agreement No.1 to the Contract with CIVICPLUS for licenses to CIVICOPTIMIZE, maintenance and support services to extend the term date from December 31, 2023 to December 31, 2024 (time extension only).

Contract Number:	ECO-2023-00021110	Contract Term:	1/1/2023	to	12/31/2024
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Background: On December 29,2022, the City, authorized a one-year service contract, with a one-year renewal option, for the term of January 1,2023 to December 31,2023, with CIVICPLUS, for \$28,890.75 for CIVICOPTIMIZE, by AA No. 22-6719.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0
						-	\$0.00
						-	\$0.00
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
	1	226719	12/29/2022	28,890.75	0	28,890.75	0%

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

[Signature]

Mar 4, 2024

[Signature]

Mar 4, 2024

By Department Director

Date

Approved as to Form by City Attorney WS

Date

majed Al-ghafry
majed Al-ghafry (Mar 4, 2024 13:43 CST)

Mar 4, 2024

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245393

EFFECTIVE DATE

03-01-24

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

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

RECEIVED
2024 MAR -5 AM 8:37
CITY SECRETARY
DALLAS, TEXAS

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

Supplier Name: The K16 Ready Society dba Texas Initiative Programs (TIPS) Supplier No. VC26402

Subject: ARPA Positive Youth Development Program

Lead Dept: Office of Community Care

Action Requested: Authorize an amendment to the agreement with The K16 Ready Society dba Texas Initiative Programs (TIPS), to provide the updated Exhibit B-1 – Monthly Activities Report (Direct Benefits).

Contract Number: OCC-2022-00019427 Contract Term: 04-12-23 to 04-11-24

Background: Texas Initiative Programs (TIPS) Mentoring Services are designed to provide a positive adult support system through the assignment of a mentor to youth who have little family support or positive adult influences in the City of Dallas. The TIPS Mentor helps youth to develop trust through the relationship developed and acts as a positive role model.

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

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

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0626	08-25-23	\$450,000.00	\$0.00	\$450,000.00	0%

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

Jessica Galleghaw (Feb 29, 2024 14:03 CST)
By Department Director

Feb 29, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney VB
Mar 1, 2024
Date

By City Manager Mar 1, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245394

EFFECTIVE DATE

03-01-24

RECEIVED
CITY SECRETAR'S
DALLAS, TEXAS
024 MAR -5 AM 8:37

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

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

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

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

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

Supplier Name: After-School All-Stars Supplier No. VC20349

Subject: ARPA Positive Youth Development Program

Lead Dept: Office of Community Care

Action Requested: Authorize Supplemental Agreement No. 1 to the agreement with Catholic Charities of Dallas, Inc., to provide an updated Exhibit B-1 – Monthly Activities Report (Direct Benefits).

Contract Number:	OCC-2022-00019427	Contract Term:	04-12-23	to	04-11-24
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Background: After-School All-Stars North Texas delivers free, comprehensive after-school programming from 3pm-6pm, Monday-Friday, throughout the year. To best prepare their students for long-term success, they offer hands-on classes, activities, and virtual field trips ranging from academics and high school, college, and career readiness, to arts, athletics, and Science Technology Engineering Math (STEM) enrichment activities.

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

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

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0626	08-25-23	\$150,000.00	\$0.00	\$150,000.00	0%

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

Jessica Galeshaw (Feb 29, 2024 14:03 CST)
By Department Director

Feb 29, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney VB
Mar 1, 2024
Date

By City Manager
Mar 1, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245395

EFFECTIVE DATE

Jan 12, 2024

2024 MAR -5 AM 9:05 RECEIVED CITY SECRETARY DALLAS, TEXAS

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

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

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

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

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

Supplier Name: ~~XX~~ Mindful Bees, LLC. DBA Lit Kids Yoga, LLC. Supplier No. VC30278

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation Mindful Bees, LLC. DBA Lit Kids Yoga, LLC. childrens

Action Requested: Authorize contract fee instructor agreement with ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXX~~ Mindful Bees, LLC. The vendor will be providing Yoga classes program services to the citizens of Dallas
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2024-00023928 Contract Term: NTP to 3/31/2025

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	M/A	N/A	N/A PKR-2024-00023928	70/30 Split
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

John Jenkins
John Jenkins (Jan 11, 2024 15:45 CST)
By Department Director

Jan 11, 2024
Date

Matthew Green
Matthew Green (Mar 4, 2024 10:54 CST)
Approved as to Form by City Attorney

Mar 4, 2024
Date

OA
OA

Carl A.
By City Manager

Jan 12, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245396

EFFECTIVE DATE

Mar 4, 2024

RECEIVED
2024 MAR -5 AM 10:45
CITY SECRETARY
DALLAS, TEXAS

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

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

Supplier Name: American Towers, LLC Supplier No. VS0000080792

Subject: Information and Technology Services License Agreement – 2833 Remond Drive, first automatic renewal term

Lead Dept: Department of Public Works

Action Requested: Authorize rental payment of (1) \$8,645.71 per month, beginning March 1, 2024 and ending March 31, 2024, and (2) \$9,000.71 per month beginning April 1, 2024 and ending October 31, 2024 for 7-months of the first automatic 5-year renewal term, beginning, March 10, 2024 and ending October 31, 2024 between City of Dallas and American Towers, LLC. Consideration: an amount not to exceed \$71,650.68.

Contract Number: DSV-2017-00002822 Contract Term: March 1, 2024 to October 31, 2024

Background: Section IV of the License Agreement, as amended, dated 9/26/2013 between City of Dallas and American Towers, LLC, provides two (2) automatic 5-year renewal terms with rental payments of (1) \$8,645.71 per month beginning March 1, 2024 and ending March 31, 2024, and (2) \$9,000.71 per month beginning April 1, 2024 and ending October 31, 2024.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0197	DSV	1812	IS02	3099	N/A	CX DSV-2024-00023493	\$71,650.68
						-	\$0.00
Financing: Communication Service Fund						TOTAL:	\$71,650.68

Contract Amendment Information:	Supplemental 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.

Ashley Eubanks
Ashley Eubanks (Mar 4, 2024 10:18 CST)
For, By Department Director

Mar 4, 2024
Date

Matthew Green
Matthew Green (Mar 5, 2024 08:49 CST)
Approved as to Form by City Attorney MRG Date

Robert Perez
Robert Perez (Mar 4, 2024 14:30 CST)
By City Manager

Mar 4, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245397

EFFECTIVE DATE

February 7, 2024

RECEIVED
2024 MAR -5 PM 2:55
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name:	Door and Window Guard Systems, Inc. (DAWGS)	Supplier No.	VC26637
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Subject:	Vacant Property Security
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Lead Dept:	Code Compliance Services
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Action Requested:	<p>Authorize a 2-year Service Contract with 1 year renewal option in the amount of \$99,750.00 for vacant property security. The agreement is to have ability to utilize steel panels and doors designed to secure windows and door openings which will provide security to property owners and neighborhoods from squatters, vandals, criminals, theft of equipment/wiring and illegal activity associated with vacant buildings.</p>
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Contract Number:	CCS-2024-00024182	Contract Term:	03/30/2024	to	03/30/2026
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Background:	Request for a twenty-four-month Service Contract in the amount of \$99,750.00 for vacant property security to prevent blight and crime.
-------------	---

HUB Check appropriate Box https://mycpa.cpa.state.tx.us/passcmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.
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FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCS	3472		2280		MASC CCS-2024-00024182	\$99,750.00
Financing:						TOTAL:	\$99,750.00

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
							%

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

Brian C. Morris
Brian C. Morris (Feb 7, 2024 11:53 CST)
 By Department Director

Feb 7, 2024
 Date

Rory McAnelly
 Approved as to Form by City Attorney

Mar 5, 2024
 Date

Jon Fortune
Jon Fortune (Feb 7, 2024 1:07 CST)
 By City Manager

Feb 7, 2024
 Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245398

EFFECTIVE DATE

February 14, 2024

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

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

RECEIVED
2024 MAR -5 PM 4:06
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: North Star Research Corporation Supplier No. VS000004447

Subject: Tax Projections for Brimer and Project Financing Zone (PFZ) – Master Plan for Kay Bailey Hutchinson Convention Center Dallas – KBHCCD

Lead Dept: Convention and Event Services Department

Action Requested: Authorize a two - year (24 month) service contract with North Star Research Corp dba HVS to provide updated Brimer and Project Financing Zone (PFZ) tax projections for the Kay Bailey Hutchinson Convention Center Dallas Master Plan.

Contract Number: CCT-2024-00024157 Contract Term: February 6, 2024 to February 5, 2026

Background: North Star Research Corporation will provide additional services regarding the Kay Bailey Hutchinson Convention Center Dallas Master Plan.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0080	CCT	7855		3070		CCT-2024-00024157	\$100,000.00
Financing: Current Master Plan Funds						TOTAL:	\$100,000.00

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

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

Rosa Fleming
Rosa Fleming (Feb 14, 2024 10:41 CST)
By Department Director

02/14/2024
Date

Stephen T. Freeland
Stephen T. Freeland (Feb 14, 2024 10:57 CST)
Approved as to Form by City Attorney

03/04/2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245399

EFFECTIVE DATE

February 20, 2024

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

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

RECEIVED
2024 MAR -5 PM 4:07
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Dallas Afterschool Supplier No. VS0000020678

Subject: ECOSTS Provider Assistance Program

Lead Dept: Office of Community Care

Action Requested: **Authorize Supplemental Agreement #1 to extend the contract with Dallas Afterschool until June 7, 2024. This extension is a no cost consideration**

Contract Number: OCC-2022-00019350 Contract Term: 3/8/2023 to 6/7/2024

Background: **The Dallas Afterschool program provides programmatic guidance and financial support to Early Childhood and Out of School Time/Afterschool Providers and City of Dallas Early Childhood and Out of School Time Providers who have been negatively impacted due to or during the pandemic.**

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
FC18	MGT	AD19		3070		OCC- 22-00019350	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0476	3/8/2023	\$500,000.00	0.00	0.00	0%

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

Jessica Galleshaw (Feb 20, 2024 16:49 CST)

By Department Director

Feb 20, 2024

Date

Marissa Hines

Approved as to Form by City Attorney

Mar 1, 2024

Date

By City Manager

Feb 20, 2024

Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245400

EFFECTIVE DATE

Mar 4, 2024

2024 MAR -6 AM 9:18
 RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

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

Supplier Name: Universal Recycling Technologies, LLC Supplier No. VS0000039808

Subject: Electronic waste collection and recycling services

Lead Dept: SAN

Action Requested: Authorize supplemental Agreement No. 2 to the service price agreement for electronic waste collection and recycling services to exercise the second of two (2) one-year renewal options.

Contract Number: SAN-2019-00009760 Contract Term: 05/08/2019 to 05/07/2024

Background: On May 18, 2019, by Resolution 19-0695, the City Council authorized a service price agreement with Universal Recycling Technologies, LLC (VS0000039808) for electronic waste collection and recycling services for the Department of Sanitation Services. On August 27, 2022, by Administrative Action No. 22-6096, the City Manager authorized Supplemental Agreement No. 1 to the service price agreement to exercise the first of two (2) one-year renewal options in an amount of \$50,000.00.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	SAN					SAN-2019-00009760	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	19-0695	05/08/2019	\$143,702.70	\$50,000.00	\$193,702.70	---

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

[Signature]

Mar 4, 2024

Ashley Stockton
Ashley Stockton (Mar 5, 2024 15:03 CST)

Mar 5, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date


Jon Fortune

Jon Fortune (Mar 4, 2024 09:28 CST)

Mar 4, 2024

By City Manager

Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION
		245401
		EFFECTIVE DATE
		Mar 5, 2024

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

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

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

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

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

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

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

RECEIVED
 2024 MAR 6 AM 9:18
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: STOMPING GROUND COMEDY THEATER AND TRAINING CENTER Supplier No. VC29457

Subject: Artistic Services – OAC All-Staff Quarterly Meeting

Lead Dept: Office of Arts & Culture

Action Requested: Consultant shall provide comedy improvisation activities and programming to the Office of Arts and Culture (OAC) staff on Tuesday, March 5, 2024. Using the artistic discipline of improv comedy and activities, consultant shall engage OAC staff in a skill building and team development workshop. The workshop shall be one (1) to two (2) hours in length through the use of 2 facilitators provided by consultant.

Contract Number: OCA-2024-00024310 (CR-00026886) Contract Term: AA Effective Date to 03/05/2024

Background: The fee for this service shall not exceed \$3,500.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 100%, or \$3,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director and receipt of invoice.

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

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

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

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888	CA01	3089		MASC OCA-2024-00024310	\$3,500.00
Financing: General Fund						TOTAL:	\$3,500.00

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


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


 Martine Philippe (Feb 29, 2024 08:29 CST)
 By Department Director

Feb 29, 2024
 Date


 Diana Gutknecht (Mar 5, 2024 16:58 CST)
 Approved as to Form by City Attorney

Mar 5, 2024
 Date


 By City Manager

Mar 1, 2024
 Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245402

EFFECTIVE DATE

2/29/24

RECEIVED
2024 MAR - 6 AM 11:55
CITY SECRETARY
DALLAS TEXAS

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

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

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

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

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

Supplier Name: International Economic Development Corporation Supplier No. 186184

Subject: Accredited Economic Development Organization (AEDO) - reaccreditation fee

Lead Dept: Office of Economic Development

Action Requested: Authorize payment of International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO) fee for reaccreditation for a period of three (3) years

Contract Number: ECO-2024-00024121 Contract Term: 2/25/2024 to 2/25/2027

Background: Fee for IEDC reaccreditation 1) Accreditation increases credibility of OED as a leading eco dev org globally; 2) Provides mentoring, & networking w/eco dev experts; 3) promotes accountability to key stakeholders; 4) differentiates OED from competitors; & 5) enhances team awareness.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164	ECO2	3099	PROG	CX ECO-2024-00024121	\$4,345.00	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$4,345.00

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.

Robin Bradley
By Department Director

Feb 29, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney
Mar 4, 2024
Date

majed Al-ghafry
By City Manager

Feb 29, 2024
Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245403

EFFECTIVE DATE

Jan 12, 2024

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

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

RECEIVED
 2024 MAR -6 PM 3:04
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: Kristie Miller DBA Sustainable Change Fitness, LLC Supplier No. VC30135
 Subject: Contract Fee Instructor
 Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with Sustainable Change Fitness LLC. The vendor will be providing Adult Fitness classes program services to the citizens of Dallas
 Contact: Brendan Collins: (214) 671-1668
 Contract Number: PKR-2024-00023802 Contract Term: NTP to: 3/31/2025

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00023802	70/30 Split	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$0.00

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

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

John Jenkins
 John Jenkins (Jan 11, 2024 15:44 CST)
 By Department Director

Jan 11, 2024
 Date

[Signature]
 Approved as to Form by City Attorney

Feb 20, 2024
 Date

OA
 OA

[Signature]
 By City Manager

Jan 12, 2024
 Date



City of Dallas

ADMINISTRATIVE ACTION

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

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

ADMINISTRATIVE ACTION

245404

EFFECTIVE DATE

Mar 1, 2024

RECEIVED
2024 MAR 7 AM 9:06
CITY SECRETARY
DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 29%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: ~~XXXXXXXXXXXXXXXXXXXX~~ National Cricket League (NCL) NCL SPORTS INCORPORATED LLC ("NCL") Supplier No. N/A

Subject: Development Agreement to construct a temporary field and host cricket tournament at Roland Parrish Park

Lead Dept: Park and Recreation

Action Requested: Agreement to construct a temporary cricket field and have a cricket tournament at Roland Parrish Park.

Contract Number:	PKR-2024-00023905	Contract Term:	NTP	to	06/01/2025
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Background: ~~XXXXXXXXXXXXXXXXXXXX~~ NCL SPORTS INCORPORATED LLC ("NCL") is to host a cricket tournament at Roland Parrish Park in exchange for the design and construction of a temporary cricket field.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00023905	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

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

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

John Irnkins
John Irnkins (Feb 29, 2024 15:52 CST)
By Department Director

Feb 29, 2024
Date

[Signature]
Approved as to Form by City Attorney

Mar 1, 2024
Date

OA
OA

[Signature]
By City Manager

Mar 1, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245405

EFFECTIVE DATE

2/15/2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts \$50,000 or less (may not increase original contract price by more than 15%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34
 - d. Amendments to non-bid contracts \$100,000 or less, per City Code Sec. 2-34
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2.79(C) of the City Code.
 - f. Other Services (explain on attachment, for ratifications the Justification Form must be attached)
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR -7 PM 2:05
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Kleinfelder, Inc. Supplier No. VS89559

Subject: Construction Material Testing – City of Dallas

Lead Dept: Dallas Water Utilities

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Kleinfelder, Inc. to provide additional materials testing services to ensure the installation meets project requirements and specifications increasing the contract amount by \$75,000.00 to a new total of \$375,000.00 and extend the terms of the contract to October 2025.

Contract Number:	DWU-2021-00016055	Contract Term:	06/23/2023	to	10/31/2025
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Background: On June 23, 2021, City Council authorized a professional services contract with Kleinfelder, Inc. to provide construction materials testing services during the installation of water infrastructure improvements at water treatment facilities by Resolution No. 21-1140. This action is needed to increase initial contract amount to allow for continuation of materials testing of water infrastructure projects.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0102	DWU	CW50		4113	721079	CX- DWU-2021-00016055	\$75,000.00
Financing: Water Construction Fund						TOTAL:	\$75,000.00

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	21-079E	06/23/2021	\$300,000.00	\$0.00	\$375,000.00	25%

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

By Department Director

2/15/2024
Date

Approved as to Form by City Attorney

2/28/2024
Date

City Manager
Date: 2/15/2024
for



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

245406

EFFECTIVE DATE

Mar 1, 2024

RECEIVED
2024 MAR -7 PM 2:17
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: United Tactical Systems, LLC Supplier No. VC30495

Subject: Pepperball Conversion

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$16,500.00 to United Tactical Systems, LLC to refurbish pepper balls.

Contract Number:	DPD-2024-00023988	Contract Term:	3/1/2024	to	2/4/2025
------------------	-------------------	----------------	----------	----	----------

Background: The Dallas Police Department FTC Pepperball Launchers are currently outside of warranty, and in need of upgrades. Pepperball is offering to refurbish all our current launchers for the new TAC-SA configuration. This refurbishment will consist of the following upgrades and improvements: AR Style collapsible stock for improved shouldering to help in accuracy, transition of the Air Tank to the front of the launcher for improved weight distribution and manipulation, deletion of the Air Line, the Air Line contributes to most of the air leaks associated with the launchers becoming inoperable, factory refurbishment to include replacing any worn-out parts and cleaning of the launchers.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2116		3110		DPD-2024-00023988	\$16,500.00
Financing: General Funds						TOTAL:	\$16,500.00

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

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

MW
Mar 1, 2024
By Department Director Date

Don Knight
Mar 6, 2024
Approved as to Form by City Attorney Date

Jon Fortune
Mar 1, 2024
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245407

EFFECTIVE DATE

Mar 7, 2024

RECEIVED
2024 MAR -7 PM 3:40
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Lead Faucet Tactical LLC Supplier No. VC30932

Subject: Shoot House Instructor Course

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$10,000.00 to Lead Faucet Tactical LLC for Shoot House Instructor Training.

Contract Number: DPD-2024-00023987 Contract Term: 3/1/2024 to 11/30/2024

Background: This course is essential for FTC staff to gain knowledge and insight into proper set up and teaching points that will apply to the officers of the Dallas Police Department.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
OS1N	DPD	6767		3364		DPD-2024-00023987	10,000.00
Financing: LEOSE FUNDS						TOTAL:	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
				-		

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

MAT
Mar 7, 2024
By Department Director Date

Aron Knight
Mar 7, 2024
Approved as to Form by City Attorney Date

Jon Fortune
Mar 7, 2024
By City Manager Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	245408	245408
	EFFECTIVE DATE	EFFECTIVE DATE
	2/23/2024	2/23/2024

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

RECEIVED
 2024 MAR -9 AM 8:36
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Supplier Name: DTN, LLC	Supplier No. VC24696
-------------------------	----------------------

SA# 1 – Adding 25% increase for additional services needed

Lead Dept: AVI

Action Requested: Authorize Supplemental Agreement #1 to weather monitoring services contract to add services to improve the current weather notification system. Additional services not to exceed **\$11,600.00**.

Contract Number:	AVI-2022-00019767	Contract Term:	10/14/2022	to	10/13/2025
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Background: DTN will add their Risk Communicator services that will improve communication so that AVI can make decisions in a timelier manner when we are experiencing a weather event at Dallas Love Field. The Risk Communicator will add an annual workshop, consultative risk mitigation, and post storm event evaluations for our AOC Division. Additional services not to exceed **\$11,600.00**.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7720	AV04	3070		CX AVI-2022-00019767	\$11,600.00
Financing: FY2024 Operating Fund							TOTAL: \$11,600.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	22-6495	10/11/2022	\$47,619.00	\$0.00	\$59,219.00	25%

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

 <small>Patrick Carrero (Feb 21, 2024 11:00 CST)</small>	2/21/24	 <small>Ashley Stockton (Feb 27, 2024 11:32 CST)</small>	02/27/24
By Department Director	Date	Approved as to Form by City Attorney	Date
 <small>K. W. BO (Feb 23, 2024 20:32 CST)</small>	2/23/24		
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

245409

EFFECTIVE DATE

Jan 11, 2024

RECEIVED
 2024 MAR - 8 AM 8:36
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: Tony Martinez Golf Management Supplier No. VS0000032193

Subject: Golf Course Management and Operation

Lead Dept: PKR

Action Requested: Authorize Supplemental Agreement No. 3 to the Golf Pro Contract approved by City Council on June 11, 2008, per Resolution No. 08-1654. This Supplemental Agreement extends this contract for 1 year with no cost.

Contract Number: BLZ0825 Contract Term: 12/30/2023 to 12/29/2024

Background: The City Council approved a Contract with the concessionaire whereby the concessionaire operates and manages the golf pro shop, golf play, golf cart rentals, food and drink concessions, merchandise, alcohol sales and the use of the golf courses by providing lessons and organized place, among its other duties. The Texas Comptroller of Public Accounts has determined that under the current contractual arrangement between the City and Concessionaire, the sales and use taxes must be collected from green fees associated with public golf courses and paid to the comptroller. The city and the concessionaire are amending the contract to clarify that the concessionaire shall be responsible for the collection and payment of all sales and use taxes associated with the green fees and other services and goods provided under the contract.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- BLZ0825	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

John Jenkins Feb 29, 2024
By Department Director Date

Christine Lanners Feb 29, 2024
Approved as to Form by City Attorney Date

Cal Jan 11, 2024
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245410

EFFECTIVE DATE

February 26, 2024

RECEIVED
2024 MAR -8 AM 10:07
CITY SECRETARY
DALLAS, TEXAS

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

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name:	U&D Renovations, LLC. – Contractor Rosa Medrano – Homeowner				Supplier No.	VC20788		
Subject:	ARPA - Tenth Street							
Lead Dept:	Housing & Neighborhood Revitalization							
Action Requested:	Execute agreement for payment for ARPA Targeted Home Repair Program at property address 1125 Betterton Circle, Dallas, TX, 75203 in the amount of \$99,855.00 from the ARPA grant.							
	Contract Number:	HOU-2020-00014268		Contract Term:	Effective Date of the AA above	to	One year	
Background:	On December 8, 2021, the Dallas City Council approved Resolution 21-2022, which established the ARPA program to support the preservation of affordable housing and infrastructure improvements in Qualified Census Tracts (QCTs), including but not limited to Freedman's towns, Tenth Street Historic District, 5-Mile Neighborhood and Joppa/Joppee. ARPA Targeted Home Repair Program funding enables qualified Dallas residents and homeowners to access the help they need to invest in their properties and get or stay up to code. On November 9, 2022, through Resolution 22-1670, the Dallas City Council expanded eligible service areas, modified modifications to qualified infrastructure improvements, and allowed for additional incoming ARPA funding to be allocated to home repair for qualified households City-wide through the program.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	FC18	HOU	AD47		3100	ARPA	DO	\$99,855.00
	Financing:							TOTAL:
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage	
							%	

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

Cynthia Rogers-Ellickson
By Department Director

Feb 26, 2024
Date

Suzanne Kruppel
Approved as to Form by City Attorney SK
Feb 26, 2024
Date

majed Al-ghafry
By City Manager

Feb 26, 2024
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245411

EFFECTIVE DATE

03/01/2024

RECEIVED
2024 MAR -8 PM 12:35
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: BSI SOLUTIONS, INC.; SOL XR, LLC Supplier No. VC27103; VC29535

Subject: CONSENT TO ASSIGNMENT

Lead Dept: AVI

Action Requested: Authorize consent to assignment of professional application development and maintenance services contract from BSI Solutions, Inc. to SOL XR, LLC.

Contract Number: AVI-2023-00021436 Contract Term: 5/1/2023 to 1/31/2024

Background: City entered into the contract with BSI Solutions, Inc., authorized on April 6, 2023, by Administrative Action No. 23-5559. Effective June 1, 2023, BSI Solutions, Inc. assigned its rights in the contract to SOL XR, LLC. The contract requires City's written consent for any assignment of the contract.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7718		3070		CX AVI-2023-00021436	\$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.

Patrick Carreno
Patrick Carreno (Feb 28, 2024 09:18 CST)

By Department Director

2/28/2024

Date

Ashley Stockton
Ashley Stockton (Mar 5, 2024 14:52 CST)

Approved as to Form by City Attorney

03/05/24

Date

Kimberly Bizon-Tolbert
Kimberly Bizon-Tolbert (Mar 1, 2024 17:55 CST)

By City Manager

03/01/2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245412

EFFECTIVE DATE

March 7, 2024

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2024 MAR 8 PM 2:58
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name:	REKJ Builders, LLC. – Contractor Reginald Hamilton – Homeowner	Supplier No.	VC20926
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Subject: Dallas Tomorrow Fund (DTF)

Lead Dept: Department of Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Dallas Tomorrow Fund (DTF) project at 3035 Fernwood Ave., Dallas, Texas 75216, in an amount not to exceed \$19,995.00 of DTF funds, in accordance with Chapter 27 of the Dallas City Code.

Contract Number:	HOU-2022-00020191	Contract Term:	Effective Date of the AA above	to	120 days from Effective Date
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Background: On September 28, 2016 the Dallas City Council approved Ordinance No. 30236, which amended Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code"), changing the process of referring persons determined financially unable to repair or rehabilitate their property or premises in compliance with the Code. DTF must be used for the sole purpose of rehabilitating and/or repairing properties and premises in the city for persons who are found unable to financially comply with notice of violation issued by the director under Section 27-16 of the Code. Funding for the repairs/rehabilitation is derived from the Contract for Services executed between the City and Contractor, as authorized by City Council Resolution No. 20-1555, approved on October 13, 2020. Homeowner meets the requirements of Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code").

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0476	HOU	1042	HO99	3100	DTF	DO	\$19,995.00
	Financing:							TOTAL:

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

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 7, 2024 12:47 CST)
By Department Director

Mar 7, 2024
Date

Marissa Flores
Approved as to Form by City Attorney

Mar 8, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 7, 2024 2:49 CST)
By City Manager

Mar 7, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245413

EFFECTIVE DATE

Feb 27, 2024

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 8 PM 3:12

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

Supplier Name:	TEOF Hotel LP, dba Lorenzo Hotel Dallas	Supplier No.	VS86833
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Subject: DPD Lieutenant Assessment Center 2024

Lead Dept: Civil Service

Action Requested: Authorize a service contract with TEOF Hotel LP, dba Lorenzo Hotel Dallas for 20 hotel rooms for the Dallas Police Department's Lieutenant Assessment Center to be held March 25-30, 2024.

Contract Number:	CVS-2024-00024268	Contract Term:	3/25/2024	to	06/25/2024
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Background: The Civil Service Department Test Validation Team requests the allotment of \$19,817.00 to meet the cost of hotel rooms for the Dallas Police Department's Lieutenant Assessment Center.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	1936	DP12	3099		CX CVS-2024-00024268	\$19,817.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$19,817.00

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
				\$19,817.00		\$19,817.00	%

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

Jarred Davis
Jarred Davis (Feb 27, 2024 06:19 CST)
By Department Director

Feb 27, 2024
Date

Rory McAnally
Approved as to Form by City Attorney

Mar 8, 2024
Date

Jon Fortune
Jon Fortune (Feb 27, 2024 06:59 CST)
By City Manager

Feb 27, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245414

EFFECTIVE DATE

February 27, 2024

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

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

RECEIVED
2024 MAR -8 PM 4: 16
CITY SECRETARY
DALLAS, TEXAS

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

Supplier Name:	Torres Construction – Contractor Krista Kay Yeargen - Homeowner	Supplier No.	337798
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Subject: ARPA Residential Septic Tank Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute an agreement for payment for ARPA Residential Septic Tank Program at property address 14511 Kleberg Rd., Dallas, TX, 75253 in the amount of \$10,100.00 from the ARPA grant.

Contract Number:	HOU-2023-00023243	Contract Term:	Effective Date of the AA above	to	One year from the effective date
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Background: On June 28, 2023, the Dallas City Council approved Resolution 23-0882 which established the ARPA Residential Septic Tank program. The American Rescue Plan Act Residential Septic Tank Program (Program) makes necessary investments in water and sewer infrastructure to extend livability in existing affordable housing, connect owner-occupied properties to necessary city-managed water/wastewater/sewer services being installed through the Dallas Water Utilities Unserved Areas Program, and extend necessary infrastructure access and services to Dallas residents and communities impacted by the COVID-19 pandemic. Eligible applicants and residents must be approved for repair as outlined in the Program Statement. Addresses receiving assistance must be located in DWU Unserved Areas program geographies.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	FC18	HOU	AD53		3100	ARPA	- DO	\$10,100.00
	Financing:							TOTAL:

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

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Feb 26, 2024 17:55 CST)
By Department Director

Feb 26, 2024
Date

Hannah Minton
Hannah Minton (Feb 27, 2024 16:06 CST)
Approved as to Form by City Attorney HM Date

majed Al-ghafry
majed Al-ghafry (Feb 27, 2024 10:42 CST)
By City Manager

Feb 27, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245415

EFFECTIVE DATE

March 8, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
MAR 11 PM 2:04

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

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

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

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

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

Supplier Name:	REKJ Builders, LLC. – Contractor Sheri E. Jackson – Homeowner	Supplier No.	VC20926
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Subject: Dallas Tomorrow Fund (DTF)

Lead Dept: Department of Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 2 for the Dallas Tomorrow Fund (DTF) project at 2348 Hunters Run, Dallas, Texas 75232, increasing the contract amount from \$19,580.00 to \$19,995.00 due to price discrepancies in the work write-up, adding additional funds in the amount of \$415.00.

Contract Number:	HOU-2022-00020191	Contract Term:	Effective Date of the AA above	to	120 days from Effective Date
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Background: On September 28, 2016 the Dallas City Council approved Ordinance No. 30236, which amended Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code"), changing the process of referring persons determined financially unable to repair or rehabilitate their property or premises in compliance with the Code. DTF must be used for the sole purpose of rehabilitating and/or repairing properties and premises in the city for persons who are found unable to financially comply with notice of violation issued by the director under Section 27-16 of the Code. Funding for the repairs/rehabilitation is derived from the Contract for Services executed between the City and Contractor, as authorized by City Council Resolution No. 20-1555, approved on October 13, 2020. Homeowner meets the requirements of Chapter 27 Sec 16.13-16.23 of the Dallas City Code ("Code").

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0476	HOU	1042	HO99	3100	DTF	DO	\$19,995.00	
Financing:							TOTAL:	\$19,995.00

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
<input checked="" type="checkbox"/>	2	23-6639	12/06/23	\$18,450.00	\$1,130.00	\$19,995.00	%

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


Cynthia Rogers-Ellickson
By Department Director

Mar 8, 2024
Date

Bradley Perry
Approved as to Form by City Attorney BF
Mar 11, 2024
Date

majed Al-ghafry
By City Manager

Mar 8, 2024
Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION 245416
	See Administrative Directive 4-05 for 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
		Mar 7, 2024

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

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

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

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

Supplier Name:	Pasos for Oak Cliff, A Non-Profit Corporation	Supplier No.	VC30250
Subject:	Arts Activate 2024 – Round 2		
Lead Dept:	Office of Arts & Culture		

Action Requested: Pasos All Stars Program, an initiative by Pasos for Oak Cliff, integrates sneaker design and filmmaking with literacy and math education. The 6-month program, expanding in 2024, targets high school students in Dallas. It combines physical and virtual sessions, culminating in film showcases and sneaker displays. Led by certified teachers, the program taps into experts like Angela Sevilla and Nicolas Gonzalez, fostering artistic expression, cultural awareness, and community engagement. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number:	OCA-2023-00023138 (CR-00026830)	Contract Term:	AA Effective Date	to	9/15/2024
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Background: The fee for this service is \$11,850.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,962.50 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 \$5,925.00 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 \$2,962.50, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

HUB Check appropriate Box




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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$11,850.00
Financing:						TOTAL:	\$11,850.00
		General Fund					

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

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

 Martine Philippe (Mar 7, 2024 12:21 CST) By Department Director	Mar 7, 2024 Date	 Suzanne Knuppel (Mar 8, 2024 14:48 CST) Approved as to Form by City Attorney	Mar 8, 2024 Date
 By City Manager		Mar 7, 2024 Date	



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION
245417
EFFECTIVE DATE
Feb 20, 2024

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

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

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

Supplier Name: LINDA DISOSWAY Supplier No. VS00000062676

Subject: Arts Activate 2024 – Round 2

Lead Dept: Office of Arts & Culture

Action Requested: DFW Bookmakers, led by Linda Disosway and Renee Turner, organizes free Mixed Media Art Journal Workshops to help participants discover their creative voices. The workshops, suitable for all levels, encourage exploration of cultural identity through art. Participants' creations and answers to cultural questions are shared online. Workshops run at various Dallas libraries, each focusing on a unique cultural theme. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number: OCA-2023-00023138 (CR-00026807) Contract Term: AA Effective Date to 9/15/2024

Background: The fee for this service is \$8,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,000.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$4,000.00 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 \$2,000.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$8,000.00
Financing: General Fund						TOTAL:	\$8,000.00

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

GA

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

Martine Philippe (Feb 15, 2024 13:06 CST)

Feb 15, 2024

Hannah Minton (Feb 21, 2024 14:36 CST)

Feb 21, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Feb 20, 2024

By City Manager

Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION 245418
	See Administrative Directive 4-05 for 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
		Mar 6, 2024

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

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

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

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

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

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

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

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

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

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

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

Supplier Name: Sammons Center for the Arts **Supplier No.:** 265704

Subject: Arts Activate 2024 – Round 2

Lead Dept: Office of Arts & Culture

Action Requested: Dallas Jazz Appreciation Month (D'JAM) celebrates local jazz through a month-long series of events, culminating in a Jazz Stroll through the Arts District. Held in April, D'JAM features continuous performances by diverse jazz artists and ensembles, transforming Flora St. into Jazz Alley. This inclusive event, led by the Sammons Center, promotes jazz appreciation, engages the community, and showcases the talents of local jazz musicians. Event will be open-to-the-public. Consultant shall follow CDC guidelines for all in person events. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy, as amended.

Contract Number: OCA-2023-00023138 (CR-00026834) **Contract Term:** AA Effective Date to 9/15/2024

Background: The fee for this service is \$14,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,500.00 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 \$7,000.00 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 \$3,500.00, 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.

HUB Check appropriate Box

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

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




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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880	CA01	3089		MASC OCA-2023-00023138	\$14,000.00
Financing: General Fund						TOTAL:	\$14,000.00

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

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

 Martine Philippe (Mar 4, 2024 10:23 CST) <hr/> By Department Director	Mar 4, 2024 <hr/> Date	 Suzanne Knuppel (Mar 6, 2024 13:27 CST) <hr/> Approved as to Form by City Attorney	Mar 6, 2024 <hr/> Date
 <hr/> By City Manager		Mar 6, 2024 <hr/> 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

245419

EFFECTIVE DATE

February 25, 2024

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

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

RECEIVED
CITY SECRETAR
DALLAS, TEXAS
MAR 11 PM 2:40

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 N/A

Supplier Name: Signs PQ, LLC Supplier No. VC23741

Subject: Manufacture and install signage at City of Dallas WIC Clinic. 4408 Vandervort Drive.

Lead Dept: MGT-OCC-WIC

Action Requested: Authorization to allow vendor to manufacture and install signage at the City of Dallas WIC Clinic Fruitdale located at 4408 Vandervort Drive.

Contract Number: WIC-2024-00023529 Contract Term: Upon Execution to 11/01/2024

Background: WIC Clinics provide services to women, infants, and children with Dallas County. The signages at this site is missing. WIC grant funding allows for new signage. Brings visual awareness to WIC clinic location.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F719	MGT	677L	EH99	3099	-	-	\$4,889.00
-	-	-	-	-	-	-	\$0.00
-	-	-	-	-	-	-	\$0.00
Financing:						TOTAL:	\$4,889.00

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.

Jessie Galledshaw (Feb 20, 2024 11:05 CST)
By Department Director Date Feb 20, 2024

Stephen McFayden
Approved as to Form by City Attorney Date Mar 8, 2024

By City Manager Date Feb 25, 2024



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245420

EFFECTIVE DATE

Feb 28, 2024

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

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

RECEIVED
2024 MAR 1 PM 3:26
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Nitashia Johnson Supplier No. VC19417

Subject: SOUTH DALLAS CULTURAL CENTER PROGRAMMING

Lead Dept: Office of Arts & Culture

Action Requested: Authorization is request for Nitashia Johnson to provide the following service at the South Dallas Cultural Center: art classes on Saturdays from March 2, 2024 – April 27, 2024. Additionally, Nitashia Johnson will deliver: 1) a series of art classes for youth on Saturdays at the South Dallas Cultural Center.

Contract Number:	OCA-2024-00024335	Contract Term:	3/2/2024	to	4/27/2024
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Background: The fee for this will not exceed \$8,000. The consultant understands that the City of Dallas will pay for services as follows: two installments totaling \$8,000. First payment 1) of \$4,000 upon the approval of administrative action and completion of deliverable number 1. 2) final payment of \$4,000, upon completion of recordings and deliverable number 3 and receipt of final invoice.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4832	CA02	3089		MASC OCA-2024-00024335	\$8,000.00
Financing: General Fund						TOTAL:	\$8,000.00

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

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

By Department Director

Feb 28, 2024
Date

Approved as to Form by City Attorney

Mar 1, 2024
Date

By City Manager

Feb 28, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245421

EFFECTIVE DATE

3/6/2024

CITY SECRETARY
DALLAS TEXAS
2024 MAR 11 PM 4:18

RECEIVED

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

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

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

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

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

Supplier Name: National Civic League Supplier No. VC30621

Subject: MOU to outline relationship and responsibilities of parties

Lead Dept: City Manager's Office

Action Requested: Authorization of the MOU between the City of Dallas and National Civic League. This Agreement is a formal agreement to define parameters and areas of responsibilities, to establish a Youth Civic Engagement Pilot. The Agreement will substantially increase the effectiveness of both Parties' efforts resulting in more meaningful youth engagement in the City of Dallas and nation.

Contract Number: CMO-2024-00024098 Contract Term: 2/12/2024 to 3/3/2025

Background: The mission and purpose of the Parties to this Agreement is to provide clear responsibilities while collaborating on a plan to implement a project to gather input from young people and developing a plan for improving youth engagement in community decision-making in the City of Dallas.

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

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

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

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

By Department Director

3/6/2024

Date

Veronica Barboza

Approved as to Form by City Attorney *VB*

3/6/24

Date

tc broadnax (Mar 6, 2024 14:27 CST)

By City Manager

3/6/2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245422

EFFECTIVE DATE

March 6, 2024

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

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

RECEIVED
CITY SECRETARIAT
DALLAS, TEXAS
MAR 11 PM 4:45

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

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

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

Supplier Name:	MIKO Trucking, Inc. – Contractor Maria C. Rodriguez – Homeowner	Supplier No.	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 3327 Ingersoll St., Dallas, Texas 75212 in an amount not to exceed \$19,700.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488	EQRV	3016	CD6 – W. Dallas	DO	\$19,700.00
	Financing:							TOTAL:

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

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 6, 2024 14:19 CST)
By Department Director

Mar 6, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney

Mar 11, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 6, 2024 14:22 CST)
By City Manager

Mar 6, 2024
Date

VB



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

245423

EFFECTIVE DATE

Mar 11, 2024

RECEIVED
2024 MAR 12 AM 8:24
CITY SECRETARY
DALLAS TEXAS

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

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

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

Supplier Name:	Berla Corporation	Supplier No.	VC23212
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Subject: IVE License Renewal & Training

Lead Dept: Dallas Police Department

Action Requested: Authorize purchase of license renewal for IVE subscription and off-site training.

Contract Number:	DPD-2024-00024156	Contract Term:	3/6/2024	to	3/5/2025
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Background: IVE is a forensic tool developed to identify and analyze critical information stored within vehicle navigation systems. This vehicle system will determine the vehicle's recent destinations, favorite locations, call logs, SMS messages, emails, and navigation history of where the vehicle has been. Berla Corporation is a Sole Source Vendor.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0412	DPD	6368		4890		DPD-2024-00024156	\$10,550.00
0S1N	DPD	6767		3364		DPD-2024-00024156	\$9,000.00
Financing: Confiscated & LEOSE Funds						TOTAL:	\$19,550.00

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.

Martin Riojas (Mar 11, 2024 10:26 CDT)

By Department Director

Mar 11, 2024

Date

Approved as to Form by City Attorney

Mar 11, 2024

Date

Jon Fortune (Mar 11, 2024 10:28 CDT)

By City Manager

Mar 11, 2024

Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION
245424
EFFECTIVE DATE
Mar 11, 2024

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.
2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

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

Subject: AT&T Managed Services – Supplemental Agreement No. 59

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No. 59 to network managed services agreement to accept SOW for Advanced Traffic Management System (ATMS) readiness assessment.

Contract Number: DSV-2016-00000009 Contract Term: 12/14/2011 to 11/30/2024

Background: AT&T will be conducting a readiness assessment of the Advanced Traffic Management System (ATMS) to assist in the creation of a Request for Proposals for an upgrade and/or replacement of the current system.


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


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


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							\$0.00	
							\$0.00	
							\$0.00	
Financing:						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
	59	11-3343	12/14/2011	\$63,444,708.00	\$113,915,011.74	\$177,359,719.74	179%

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

 **William Zielinski** (Feb 29, 2024 15:00 CST) **Feb 29, 2024**
 By Department Director Date

 **Stephen T. Freeland** (Mar 11, 2024 16:42 CDT) **Mar 11, 2024**
 Approved as to Form by City Attorney Date

 **Robert Perez** (Mar 11, 2024 14:21 CDT) **Mar 11, 2024**
 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245425

EFFECTIVE DATE

March 1, 2024

KP

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

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

RECEIVED
2024 MAR 12 AM 10:41
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Applied Pavement Technology, Inc. Supplier No. VS0000031592

Subject: Supplemental Agreement No. 2

Lead Dept: Department of Aviation

Action Requested: Authorize Supplemental Agreement No. 2 to extend the contract term for the engineering services contract with Applied Pavement Technology, Inc. for continued pavement evaluation of the Dallas Airport System.

Contract Number: CX-AVI-2019-00011087 Contract Term: 10/23/2019 to 12/31/2024

Background: The City of Dallas entered into an agreement with Applied Pavement Technology, Inc. to evaluate the pavement in the Dallas Airport System. The Department of Aviation is requesting continuation of service as part of the ongoing maintenance of the runways, taxiways, and surrounding streets and entrances.

Supplemental Agreement No. 2 will extend the contract with Applied Pavement Technology, Inc. to continually review and report the status of the pavement in the Dallas Airport System. This will keep the City in compliance with the Federal Aviation Administration standards.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
A477	AVI	W214	AAIP	4111	AV PMT	CX AVI-2019-00011087	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	19-1637	10/23/2019	\$1,521,648.00	0	\$1,521,648.00	0%

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

Patrick Carreno
Patrick Carreno (Feb 28, 2024 09:15 CST)
By Department Director

Feb 28, 2024
Date

Rory Mcanally
Approved as to Form by City Attorney
Date

Mar 1, 2024

Kimberly Bizzor-Tolbert
Kimberly Bizzor-Tolbert (Mar 1, 2024 18:08 CST)
By City Manager

Mar 1, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245426

EFFECTIVE DATE

March 11, 2024

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

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

RECEIVED
2024 MAR 12 AM 11:43
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name:	REKJ Builders, LLC. – Contractor Bonnie Smith – Homeowner	Supplier No.	VC20926
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Subject: Dallas Tomorrow Fund (DTF)

Lead Dept: Department of Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 2 to adjust the contract amount from \$19,950.00 to \$19,965.00 due to a discrepancy in the previously agreed upon cost of repairs, adding an additional amount of \$15.00.

Contract Number:	HOU-2022-00020191	Contract Term:	Effective Date of the AA above	to	120 days from Effective Date
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Background: The original contract with Bonnie Smith for repairs at 4421 Kolloch Dr. under the Dallas Tomorrow Fund Program had a total cost of \$19,930.00 authorized by AA 23-6538, which was increased to \$19,950.00 by SA No. 1 24-5144.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0476	HOU	1042	HO99	3100	DTF	DO	\$19,965.00	
Financing:							TOTAL:	\$19,965.00

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	23-6538	10/26/2023	\$19,930.00	\$20.00	\$19,965.00	%

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

Cynthia Rogers-Ellickson (Mar 11, 2024 16:10 CDT)
By Department Director

Mar 11, 2024
Date

Brayden Linnery (Mar 11, 2024 16:35 CDT)
Approved as to Form by City Attorney
Date

Majed Al-Ghafry (Mar 11, 2024 16:12 CDT)
By City Manager

Mar 11, 2024
Date

245427

Memorandum

RECEIVED

2024 MAR 22 PM 12: 53

**CITY SECRETARY
DALLAS, TEXAS**



City of Dallas

DATE **March 22, 2024**

TO **City Secretary's Office**

SUBJECT **Correction Memo – AA 24-5427**

I want to submit a request for a correction for Administrative Action file 24-5427. The Funding information shows an activity code of 3100. This is a typographical error, so it should read 3016 instead. I have attached AA 24-5427 for reference.

Please advise me of the next steps for this correction.

Kindly,


Cynthia Rogers-Ellickson (Mar 22, 2024 12:43 CDT)

**Cynthia Rogers-Ellickson
Interim Director of Housing & Neighborhood Revitalization**

cc: Kayleigh Rice

R 3/22/24



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245427

EFFECTIVE DATE

March 8, 2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
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RECEIVED
2024 MAR 12 PM 12:22
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

Supplier Name:	MIKO Trucking, Inc. – Contractor Herminia Puentes – Homeowner	Supplier No.	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 1 to amend the contract with Herminia Puentes and MIKO Trucking, Inc. for repairs at 3315 Borger St., Dallas, Texas 75212, and authorize additional funds in the amount of \$9,990.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488	EQRV	3100	CD6 – W. Dallas	DO	\$9,990.00
	Financing:							TOTAL:

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:	1	22-6345	09/28/2022	\$10,000.00	\$0.00	\$19,990.00	%

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 8, 2024 15:38 CST)
By Department Director

Mar 8, 2024

Date

Suzanne Knuppel
Suzanne Knuppel (Mar 11, 2024 14:24 CDT)

Approved as to Form by City Attorney

BB

Mar 11, 2024

Date

majed Al-ghafry
majed Al-ghafry (Mar 8, 2024 21:13 CST)
By City Manager

Mar 8, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245428

EFFECTIVE DATE

11/30/2023

RECEIVED
2024 MAR 12 PM 12:57
CITY SECRETARY
DALLAS, TEXAS

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

- Contract # 51000001 or as result of from budget and/or other approved funding - Expenditures made through
- As professional contract award of the approved contract - Expenditures made through
- Acquisition of real property - Expenditures made through
- Acquisition of equipment - Expenditures made through
- Acquisition of information systems - Expenditures made through
- Other - Expenditures made through

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

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

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

Yes No (N/A)

Supplier Name:	CONSOR ENGINEERS & DESIGN UNDERWAY, INC.		Supplier No	V5100341				
Subject:	NORTH WASH WATER ELEVATED TANK MAINTENANCE							
Lead Dept:	DWU							
Action Requested:	APPROVAL OF A FOUR YEAR SERVICE CONTRACT FOR THE MAINTENANCE OF THE EAST SIDE WATER TREATMENT PLANT NORTH WASH WATER ELEVATED TANK							
Contract Number:	DWU 2022-00020235	Contract Term:	12/1/2023	to	12/1/2027			
Background:	THIS SERVICE CONTRACT WILL REPLACE THE WATER ACCESS LADDER AND INSTALL AN ACCESS HATCH FOR THE NORTH WASH WATER TANK ALSO TO INCLUDE TAKE INSPECTIONS AT FORNEY PUMP STATION AND LAWAKONI BALANCING RESERVOIR							
HUB Check appropriate Box	<input checked="" type="checkbox"/> YES - we contacted at least two historically underutilized businesses (HUBs) on a rotating basis <input type="checkbox"/> YES - we contacted one HUB because only one HUB exists in Dallas County for this business category <input type="checkbox"/> NO - there are no HUBs available to contract for this business category <input type="checkbox"/> NO - the HUB requirement does not apply because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by local Government Code Section 252.022							
Funding	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0100	DWU	333		3099		DWU 2022-00020235	\$44,300.00
								\$0.00
								\$0.00
Financing							TOTAL:	\$44,300.00
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	

[Signature]
11/29/2023
11/23/23

Lawrence C. Collister
Lawrence C. Collister (Mar 4, 2024 10:34 CST)
Approved as to form and content

Mar 4, 2024

245428


for 11/30/2023



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245429

EFFECTIVE DATE

Mar 12, 2024

STF

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
MAR 2 PM 1:19

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

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

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

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

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

Supplier Name: Allan G. Moskowitz, Esq. Supplier No. VC0000007740

Subject: FCC Legal Services

Lead Dept: Office of Arts and Culture / WRR-FM

Action Requested: WRR is requesting authorization to retain Allan G. Moskowitz, Esq. to represent the City of Dallas, Texas and Radio Station WRR (FM) before the (FCC) Federal Communications Commission.

Contract Number: OCA-2024-00023922 Contract Term: 03/01/2024 to 02/29/2027

Background: Allan G. Moskowitz, Esq. provides legal counsel on broadcasting and communications issue; including (FCC) Federal Communication Commission mandates. This is a 3-year service contract will be on an as-needed basis rate of \$350 per hour, not to exceed \$30,000 within the 36 months of the contract effective March 1, 2024 to February 29, 2027

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0140	OCA	1068		3070		MAS- OCA-2024-00023922	\$30,000.00	
						-		
						-		
Financing:							TOTAL:	\$30,000.00

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

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

Martine Phillippe (Mar 12, 2024 11:01 CDT)
By Department Director

Mar 12, 2024
Date

Stephen T. Freeland (Mar 12, 2024 13:05 CDT)
Approved as to Form by City Attorney

Mar 12, 2024
Date

tc broadnax (Mar 12, 2024 12:59 EDT)
By City Manager

Mar 12, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245430

EFFECTIVE DATE

Feb 20, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 21 12 PM '24

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

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

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

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

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

Supplier Name: **JESSICA BELL** Supplier No. **VC30706**

Subject: Professional Service

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present one eight-week residency project under the Community Arts Sustainable Art Residency Program. Residencies will involve in-person instruction in a variety of art practices with a focus on waste reduction, social responsibility, resource conservation, and the creation of healthy, productive environments. Participants will create a variety of objects and artwork from recycled and found material. Workshops will be free and open to the public at a designated Dallas Parks location. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2024-00024239 (CR-00026881) Contract Term: 3/4/2024 to 7/31/2024

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$6,250.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
FC18	OCA	AG20	CA01	3089		MASC - OCA-2024-00024239	\$6,250.00
							\$0.00
Financing:						TOTAL:	\$6,250.00

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

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

Martine Philippe (Feb 15, 2024 13:03 CST)
By Department Director

Feb 15, 2024
Date

Hannah Minton (Feb 21, 2024 14:34 CST)
Approved as to Form by City Attorney

Feb 21, 2024
Date

Feb 20, 2024
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245431

EFFECTIVE DATE

Feb 20, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
FEB 12 PM 2:11

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

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

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

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

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

Supplier Name: **BREANNA COOKE** Supplier No. VC27731

Subject: Professional Service

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present one eight-week residency project under the Community Arts Sustainable Art Residency Program. Residencies will involve in-person instruction on the symbolism of the Monarch butterfly to drive meaningful conversations about climate change and sustainability. Participants will create large-scale Monarch butterfly mosaics using an array of upcycled and found objects to mirror the butterfly's vibrant and recognizable coloring. Workshops will be free and open to the public at a designated Dallas Parks location. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2024-00024239 (CR-00026879) Contract Term: 3/4/2024 to 7/31/2024

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$6,250.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
FC18	OCA	AG20	CA01	3089		MASC - OCA-2024-00024239	\$6,250.00	
							\$0.00	
Financing:							TOTAL:	\$6,250.00

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

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

Martine Philippe (Feb 15, 2024 13:05 CST)

Feb 15, 2024

Hannah Minton (Feb 21, 2024 14:26 CST)

Feb 21, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Feb 20, 2024

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245432

EFFECTIVE DATE

Feb 20, 2024

RECEIVED
MAR 12 PM 2:13
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: **SANDRA GIPSON** Supplier No. **VS88190**

Subject: Professional Service

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present one eight-week residency project under the Community Arts Sustainable Art Residency Program. Residencies will involve in-person instruction of art workshops which focus on self-sustaining practices such as, recycling, re-using, and renewing. Participants will create hand-held percussive instruments and other art objects. Workshops will be free and open to the public at a designated Dallas Parks location. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2024-00024239 (CR-00026880) Contract Term: 3/4/2024 to 7/31/2024

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$6,250.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
FC18	OCA	AG20	CA01	3089		MASC - OCA-2024-00024239	\$6,250.00
							\$0.00
Financing:						TOTAL:	\$6,250.00

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

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


Martine Phillips (Feb 15, 2024 13:03 CST)
By Department Director

Feb 15, 2024
Date

Hannah Minton (Feb 27, 2024 17:37 CST)
Approved as to Form by City Attorney

Feb 27, 2024
Date

Feb 20, 2024
By City Manager Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION 245433
	See Administrative Directive 4-05 for additional guidelines and routing.	EFFECTIVE DATE
	File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	2/15/2024

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

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

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

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

Supplier Name: Alpha Business Images, LLC	Supplier No. VS0000016252
---	---------------------------

SA#3 to extend the current contract for 1 year.

Lead Dept: AVI

Action Requested:	Authorize Administrative Action for extension of the contract for 1 year. No additional funds requested.						
	Contract Number:	AVI-2019-00009846	Contract Term:	6/26/2019	to	6/25/2025	

Background: Alpha Business is set to expire on 6/25/2024 with \$72,466.68 in available funds. AVI is requesting an extension of the contract for 1 year to utilize funds. No additional funds requested.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0130	AVI	7731		3320		MASC AVI-2019-00009846	\$0.00
	Financing: FY2024 Operating Fund							TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	19-1022	6/26/2019	\$411,405.00	\$509,985.00	\$509,985.00	0%

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

 Patricia Carreno (Feb 12, 2024 09:23 CST) By Department Director	2/12/24 Date	 Approved as to Form by City Attorney	02/16/2024 Date
 Kimberly Tolbert (Feb 15, 2024 15:21 CST) By City Manager	2/15/2024 Date		



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245434

EFFECTIVE DATE

03/12/2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 75%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 12 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

Supplier Name: Housing Forward Supplier No. 517577

Subject: HMIS Data Management Services

Lead Dept: Office of Homeless Solutions

Action Requested: Authorize a no-fault ratification of outstanding invoices totaling the amount of \$46,774.19 for HMIS Data Management Services that were provided by Housing Forward from 10/01/2023 through 01/23/2024.

Contract Number: POM-2020-00012757RAT Contract Term: 10/01/2023 to 01/23/2024

Background: Housing Forward is recognized by HUD as the Sole Source for the Continuum of Care for Dallas and Collin counties. On 02/21/2023, via Administrative Action 23-5380, the contract was extended from February 27, 2023 to May 31, 2023. A ratification was approved to pay Housing Forward from 06/01/2023 to 09/30/2023. Housing Forward has continued to provide services while waiting on a new contract to take effect January 24, 2024.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	4311		3070		POM-2020-00012757RAT	\$46,774.19
							\$0.00
Financing:						TOTAL:	\$46,774.19

Contract Amendment Information:	Supplemental 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.

Wanda Moreland
Wanda Moreland (Mar 12, 2024 09:33 CDT)

Mar 12, 2024

Lucy Huang
Lucy Huang (Mar 12, 2024 15:32 CDT)

Mar 12, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Kimberly Buzor-Tolbert
Kimberly Buzor-Tolbert (Mar 12, 2024 15:26 CDT)

Mar 12, 2024

By City Manager

Date

LH
LH

de



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

245435

EFFECTIVE DATE

02/29/2024

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 12 PM 4:30

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

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

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

Supplier Name: **RouteSmart Technologies, INC** Supplier No. **VC19960**

Subject: **Software Maintenance Agreement**

Lead Dept: **Department of Sanitation Services**

Action Requested: **Renew 1-year maintenance service agreement with Sole-Source provider of collection routing software, as used by the garbage/recycling/brush portion of Sanitation Services.**

Contract Number: **SAN-2024-00024276** Contract Term: **04/01/2024** to **03/31/2025**

Background: **Sanitation Services utilizes a proprietary software package for the efficient collection of recycling and garbage. The software allows the department to vary and adjust any of the hundreds of collection routes that are used daily. The software is also web based and/or hosted by the vendor. The software vendor provides technical support as needed and software upgrades on a yearly basis. This contract also allows for a limited number of developer hours as needed.**

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3581		2731		- CX- SAN-2024-00024276	\$9,687.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$9,687.00

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

70

Feb 27, 2024

Feb 29, 2024

Date

Robert Perez

Robert Perez (Feb 29, 2024 08:39 CST)

By City Manager

Approved as to Form by City Attorney

Feb 29, 2024

Date

Mar 12, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245436

EFFECTIVE DATE

Mar 4, 2024

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

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

RECEIVED
2024 MAR 13 AM 8:4
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Lawton Reprographic Centers Supplier No. _____

Subject: Printing Services

Lead Dept: OPS

Action Requested: Authorize ratification of outstanding invoices totaling the amount of \$11,185.55 for citywide printing. Services were provided 09/30/2023 – 12/30/2023.

Contract Number: POM-2024-00023423 Contract Term: 9/30/2023 to 12/30/2023

Background: Citywide printing was needed and OPS failed to advise BMS of the correct procurement protocol practices.

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

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

N/A:CM-KM

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0199	POM	1236		2999		- POM-2024-00023423	\$11,185.55
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$11,185.55

Supplemental 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.

Danielle Thompson

By Department Director

Mar 3, 2024

Date

Stephen T. Freeland
Stephen T. Freeland (Mar 5, 2024 07:58 CST)

Approved as to Form by City Attorney

Mar 1, 2024

Date

Mar 4, 2024

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245437

EFFECTIVE DATE

Mar 11, 2024

RECEIVED
2024 MAR 13 AM 08:52
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: The SANS Institute Supplier No. VS91494

Subject: Advanced Incident response, Threat Hunting & Digital Forensics Training

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$9,504.00 for Advanced Incident response, Threat Hunting & Digital Forensics Training.

Contract Number:	DPD-2024-00024409	Contract Term:	3/8/2024	to	4/30/2024
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Background: The Operational Technology Unit is creating a New Digital Forensics Laboratory. The advanced training by SANS, is the second level of training for the national standard for law enforcement agencies across the nation as well as in the DFW metroplex. This will be the first detective in the Dallas Police Department Digital Forensics Unit to receive this training. After successful completion of this class/program the detective will be a GIAC Certified Forensic Analyst in Advanced Digital Forensics.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0S1N	DPD	6767		3364		DPD-2024-00024409	\$9,504.00
Financing: LEOSE Funds						TOTAL:	\$9,504.00

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 Mar 11, 2024

Approved as to Form by City Attorney Date Mar 11, 2024

By City Manager Date Mar 11, 2024



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245438

EFFECTIVE DATE

3/13/24

RECEIVED
2024 MAR 13 PM 12:43
CITY SECRETARY
DALLAS, TEXAS

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

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

Supplier Name: Oncor Electric Delivery Company, LLC Supplier No. N/A

Subject: Oncor Utility Access & Use Agreement – TWG Aviation/Children's Health Hangar Project

Lead Dept: Aviation

Action Requested: Authorize a Utility Access and Use Agreement with Oncor Electric Delivery for the installation of a transformer and electric conduit and wiring as part of the TWG Aviation/Children's Health Hangar Project at Dallas Love Field Airport.

Contract Number:	AVI-2024-00024287	Contract Term:	Upon Execution	to	Upon Termination
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Background: TWG Aviation, Ltd is a lessee of City-owned property at Dallas Love Field and is in the process of developing and constructing a new aircraft hangar and office facility for Children's Health. As part of the project, Oncor has been requested to install and maintain a new transformer, conduit and wiring required for the development project.

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

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

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

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

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

Patrick Carreno
Patrick Carreno (Mar 13, 2024 11:58 CDT)
By Department Director

Mar 13, 2024
Date

Ashley Stockton
Ashley Stockton (Mar 13, 2024 12:12 CDT)
Approved as to Form by City Attorney

Mar 13, 2024
Date

Kimberly Tolbert
Kimberly Tolbert (Mar 13, 2024 12:01 CDT)
By City Manager

Mar 13, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245439

EFFECTIVE DATE

Jan 8, 2024

2024 MAR 3 PM 2:05
CITY SECRETARY
DALLAS, TEXAS
RECEIVED

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

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

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

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

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

Supplier Name: Luis Thomas Alvarez-Perez Supplier No. VS100406

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize contract fee instructor agreement with Luis Alvarez. The vendor will be providing Zumba classes program services to the citizens of Dallas
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2024-00023826 Contract Term: NTP to 1/31/2025

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

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00023826	70/30 Split
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

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

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

John Jenkins
John Jenkins (Jan 8, 2024 09:23 CST)
By Department Director

Jan 8, 2024
Date

Matthew Green
Matthew Green (Mar 4, 2024 11:31 CST)
Approved as to Form by City Attorney

Mar 4, 2024
Date

OA
OA

Carl
By City Manager

Jan 8, 2024
Date

MRG



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

245440

EFFECTIVE DATE

Mar 11, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
2024 MAR 14 AM 9:46

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

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

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

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

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

Supplier Name: Police Executive Research Forum Supplier No. VC0000008398

Subject: SMIP Executive Training

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$11,150.00 to Police Executive Research Forum for SMIP Training.

Contract Number: DPD-2024-00024270 Contract Term: 3/1/2024 to 12/31/2024

Background: SMIP is a program of the Police Executive Research Forum that provides senior police executives with intensive training in the latest management concepts and practices used in business and government.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
OS1N	DPD	6767		3361		DPD-2024-00024270	11,150.00
Financing: LEOSE FUNDS						TOTAL:	11,150.00

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.

MRT
Martin Rojas (Mar 11, 2024 10:26 CDT)

By Department Director

Mar 11, 2024

Date

Don Knight

Approved as to Form by City Attorney

Mar 11, 2024

Date

Jon Fortune
Jon Fortune (Mar 11, 2024 10:26 CDT)

By City Manager

Mar 11, 2024

Date

DK



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

245441

EFFECTIVE DATE

March 13, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
MAR 14 AM 10:11

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

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

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

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

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

Supplier Name:	MIKO Trucking, Inc. – Contractor Michelle Lopez – Homeowner	Supplier No.	VS0000010476
-----------------------	--	---------------------	--------------

Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 2847 Bedford St., Dallas, Texas 75212 in an amount not to exceed \$19,595.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488	EQRV	3100	CD6 – W. Dallas	DO	\$19,595.00
	Financing:							TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Bose CR/AA No.	Bose Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$19,595.00	%

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 13, 2024 12:34 CDT)
By Department Director

Mar 13, 2024
Date

Veronica Barboza
Veronica Barboza (Mar 13, 2024 11:08 CDT)
Approved as to Form by City Attorney VB
Date

majed Al-ghafry
majed Al-ghafry (Mar 13, 2024 11:08 CDT)
By City Manager

Mar 13, 2024
Date

245442

RECEIVED

2024 MAR 22 PM 2:45

CITY SECRETARY
DALLAS, TEXAS



City of Dallas

Memorandum

DATE **March 22, 2024**

TO **City Secretary's Office**

SUBJECT **Correction Memo – AA 24-5442**

I'd like to submit a request for a correction for Administrative Action file 24-5442. The Funding information shows an object code of 3100. This is a typographical error, so it should read 3016 instead. I have attached AA 24-5442 for reference.

Please advise me of the next steps for this correction.

Kindly,

Cynthia Rogers-Ellickson (Mar 22, 2024 13:28 CDT)

Cynthia Rogers-Ellickson
Interim Director of Housing & Neighborhood Revitalization

cc: Kayleigh Rice

Handwritten initials and date: KR 3/21/24



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245442

EFFECTIVE DATE

March 12, 2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 10%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
MAR 14, PM 12:18
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name:	MIKO Trucking, Inc. – Contractor Beatrice Almanza – Homeowner	Supplier No.	VS0000010476
-----------------------	--	---------------------	--------------

Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 1 to amend the contract with Beatrice Almanza and MIKO Trucking, Inc. for repairs at 3458 Palacios Ave., Dallas, Texas 75212 and authorize a **reduction** of funds in the amount of \$4,860.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488	EQRV	3100	CD6 – W. Dallas	DO	\$15,130.00
	Financing:							TOTAL:

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:	1	24-5244	02/06/2024	\$19,990.00		\$15,130.00	%

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

Cynthia Rogers-Ellickson (Mar 12, 2024 08:25 CDT)
By Department Director

Mar 12, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney
Date

Majed Al-Ghafry (Mar 12, 2024 09:20 CDT)
By City Manager

Mar 12, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245443

EFFECTIVE DATE

Feb 27, 2024

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

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

RECEIVED
 2024 MAR 14 PM 2:3
 CITY SECRETARY
 DALLAS, TEXAS

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

Supplier Name: NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG) Supplier No. 066264

Subject: REGIONAL EMERGENCY PREPAREDNESS PROGRAM FY2024

Lead Dept: OFFICE OF EMERGENCY MANAGEMENT

Action Requested: AUTHORIZE THE CITY TO PAY NCTCOG FOR ITS REGIONAL EMERGENCY PREPAREDNESS PROGRAM FY2024 MEMBERSHIP DUES

Contract Number: OEM-2024-00023913 Contract Term: 10/1/2023 to 9/30/2024

Background: ANNUAL MEMBERSHIP OF THE NCTCOG EMERGENCY PREPAREDNESS PROGRAM INCREASE THE SCOPE AND EFFECTIVENESS OF REGIONAL PROGRAMS AND PROJECTS, ENHANCE CITIZEN SAFETY, AND HELP PROTECT CRITICAL INFRASTRUCTURE IN OUR REGION.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	2076	EM01	3340	GF	CT NCTCOG2024	\$15,000.00
						-	\$0.00
						-	\$0.00
Financing:		2076	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
						\$15,000.00	%

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

J. J. Houston
By Department Director

1/9/2024
Date

Don Knight
Approved as to Form by City Attorney

Feb 27, 2024
Date

Jon Fortune
By City Manager

Feb 27, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245444

EFFECTIVE DATE

February 21, 2024

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

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

RECEIVED
2024 MAR 15 PM 4:13
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: PRP Services, LLC d/b/a Municipal Mosquito Supplier No. VS0000076964

Subject: Service contract for Mosquito Spraying/Fogging Services

Lead Dept: Code Compliance Services

Action Requested: Authorize a (3) three-year professional service contract with one-year extension option, with PRP Services, LLC DBA: Municipal Mosquito for mosquito spraying in residential areas to prevent West Nile Virus and Zika Virus and other related disease surveillance as needed. Service contract not to exceed \$50,000.00 with the 1-year option to renew.

Contract Number:	CCS-2024-00024277	Contract Term:	03/25/2024	to	03/25/2027
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Background: Necessary professional service will provide adult mosquito control services using Ultra Low Volume (ULV) with spraying/fogging of pesticide from truck mounted equipment while navigating public streets to help in reducing potential disease transmission. All activities and methods performed in this program are consistent with CDC (Centers for Disease Control) and Department of State Health Services recommendations and regulations this is to prevent West Nile Virus and Zika Virus and other related diseases. This vendor will provide services on an as needed basis.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CCS	4221		3070		MASC CCS-2024-00024277	\$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
							%

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

Brian C. Morris
Brian C. Morris (Feb 21, 2024 1:38 CST)
By Department Director

Feb 21, 2024
Date

Diana Gutknecht
Diana Gutknecht (Feb 21, 2024 1:33 CST)
Approved as to Form by City Attorney

Mar 15, 2024
Date

Jon Fortune
Jon Fortune (Feb 21, 2024 1:33 CST)
By City Manager

Feb 21, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245445

EFFECTIVE DATE

03/07/2024

RECEIVED
MAR 18 4 11 PM
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: US HAIL REPAIR LLC Supplier No. VC21116

Subject: HAIL DAMAGE REPAIR

Lead Dept: EQUIPMENT AND FLEET MANAGEMENT

Action Requested: EQUIPMENT AND FLEET MANAGEMENT IS REQUESTING AN AA FOR REPAIR OF HAIL DAMAGE TO A CITY OF DALLAS UNIT CAUSED BY A HAIL STORM. THIS ESTIMATE IS INCLUDES ALL PARTS AND LABOR TO REPAIR THE POLICE VEHICLE.

Contract Number: EFM-2024-00024385 Contract Term: 03/01/2023 to 09/30/2024

Background: THE REPAIRS WILL TOTAL \$5151.25 TO REPAIR DENTS AND DAMAGED CAUSED BY HAIL. THE HAIL DAMAGE REPAIR WILL BE FOR CITY OF DALLAS UNIT #205008 (DALLAS POLICE CHARGER).

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0196	EFM	1712		3110		-	\$5,151.25
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$5,151.25

Contract Amendment Information:	Supplemental 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
						\$5,151.25	%

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

Donzell Gipson
Donzell Gipson (Mar 7, 2024 13:44 CST)
By Department Director


Mar 7, 2024
Date

Diana Gutknecht
Diana Gutknecht (Mar 15, 2024 16:54 CDT)
Approved as to Form by City Attorney

Mar 15, 2024
DMG Date

Robert Perez
Robert Perez (Mar 7, 2024 14:48 CST)
By City Manager

Mar 7, 2024
Date

 City of Dallas	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	245446
		EFFECTIVE DATE 02-14-24

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

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

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

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

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

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

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

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

RECEIVED
 FEB 13 2024
 AM 9:58
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name: Big Thought Supplier No. 269229

Subject: ARPA Positive Youth Development Program

Lead Dept: Office of Community Care

Action Requested: Authorize an amendment to the agreement with Big Thought, to provide the updated Exhibit B-1 – Monthly Activities Report (Direct Benefits).

Contract Number:	OCC-2022-00019427	Contract Term:	04-12-23	to	04-11-24
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Background: Big Thought proposes to provide out-of-school time programming for elementary, middle, and high school-aged youth in the Dallas Independent School District (DISD). This service will be provided to students in 19 locations through our Thriving Minds (A)Live models, focusing on keeping creativity central to learning, providing hands-on, creative learning experiences that reinforce academic content and instill crucial social-emotional skills.

HUB
Check appropriate Box

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

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

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




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

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

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0626	08-18-23	\$225,000.00	\$0.00	\$225,000.00	0%

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

 Jessica Galleshaw (Feb 13, 2024 16:51 CST) By Department Director	Feb 13, 2024 Date	 Veronica Barboza Approved as to Form by City Attorney	Feb 15, 2024 Date
	 By City Manager	Feb 14, 2024 Date	BB



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

245447

EFFECTIVE DATE

02-14-24

RECEIVED
CITY SECRETARY
DALLAS TEXAS
FEB 18 AM 10:25

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

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

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

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

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

Supplier Name: Jewish Family Services dba Jewish Family Services Supplier No. VS0000064553

Subject: ARPA Family Violence Prevention/ Intervention Services

Lead Dept: Office of Community Care

Action Requested: Authorize an amendment to the agreement with Jewish Family Services dba Jewish Family Services, to correct the term date to April 12, 2023 to terminate on April 11, 2024 with a one year renewal option and to provide an updated Exhibit B-1 – Monthly Activities Report (Direct Benefits).

Contract Number: OCC-2022-00019738 Contract Term: 04-12-23 to 04-11-24

Background: Jewish Family Services dba Jewish Family Services will provide family violence intervention, including individual counseling and group counseling, housing, and shelter operation costs. Target populations include low and moderate-income residents and/or Dallas residents living in qualified census tracts.

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

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

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

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0624	05-10-23	\$600,000.00	\$0.00	\$600,000.00	0%

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

Jessica Gallestshaw (Feb 13, 2024 16:44 CST)
By Department Director

Feb 13, 2024
Date

Stephen McFayden
Approved as to Form by City Attorney

Feb 29, 2024
Date

[Signature]
By City Manager

Feb 14, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245448

EFFECTIVE DATE

Mar 15, 2024

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

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

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

Supplier Name: Granicus Supplier No. VS0000005880

Subject: Multi-Media Steaming Services Contract Reassignment

Lead Dept: Information and Technology Services

Action Requested: Authorize consent to assign the Multi-Media Streaming Services Contract per the October 2022 Granicus Acquisition of Rock Solid (who acquired Swagit Production in May 2022.)

Contract Number:	DSV-2022-00020143	Contract Term:	09/23/2022	to	09/22/2024
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Background: Reassignment of the Multi-Media Streaming Services Contract, authorized by council resolution 22-1369, per the October 2022 Granicus Acquisition of Rock Solid (who acquired Swagit Production in May 2022) for Services From 9/23/2023 - 9/22/2024.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1650		3099		DSV-2022-00020143	\$0.00
							\$0.00
							\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement Na.	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	22-1369	09/23/2022	\$504,612.44	0	\$504,612.44	0%

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

Sheila Robinson
Sheila Robinson (Nov 22, 2023 11:25 CST)
By Department Director

Nov 22, 2023
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 18, 2024 10:06 CDT)
Approved as to Form by City Attorney STF Date

Robert Perez
Robert Perez (Mar 15, 2024 10:03 CDT)
By City Manager

Mar 15, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245449

EFFECTIVE DATE

Mar 11, 2024

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 20%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 19 AM 9:13
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: The International Association of Computer Investigative Specialists Supplier No. VC31013

Subject: Digital Forensic School

Lead Dept: Dallas Police Department

Action Requested: Authorize payment in the amount of \$18,975.00 to The International Association of Computer Investigative Specialists for DPD Police Research Specialists to attend Digital Forensic Examiner Course.

Contract Number: DPD-2024-00024271 Contract Term: 3/8/2024 to 12/31/2024

Background: The Operational Technology Unit has requested to attend IACIS Basic Computer Forensic Examiner School. The training will be used as a baseline for sworn officers and civilians who will be working in Digital Forensics Laboratory.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0S1N	DPD	6767		3361		DPD-2024-00024271	18,975.00
Financing: LEOSE FUNDS						TOTAL:	18,975.00

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.

MRT
Martin Riojas (Mar 11, 2024 10:32 CDT)
By Department Director

Mar 11, 2024
Date

Don Knight
Approved as to Form by City Attorney

Mar 11, 2024
Date

Jan Fortner
Jan Fortner (Mar 11, 2024 10:48 CDT)
By City Manager

Mar 11, 2024
Date

AK



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

245450

EFFECTIVE DATE

Feb 5, 2024

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

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

RECEIVED
 2024 MAR 9 AM 9:17
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

Supplier Name:	Sky Elements, LLC.	Supplier No.	VC30356
Subject:	Sky Drone Shows		
Lead Dept:	Park and Recreation		

Action Requested: Authorize an encumbrance of \$40,000 with Sky Elements Drone Shows. Vendor will provide a drone show for our night time entertainment for Totality Eclipse event on 4/7/24
Contact: April Garcia 214-597-5141

Contract Number:	PKR-2024-00023882	Contract Term:	NTP	to	04/07/2025
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Background: Sky Elements Drone Shows is a leading drone light show provider in the United States. They do custom shows for special events.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0341	PKR	5021	N/A	3099		CX PKR-2024-00023882	\$40,000.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$40,000.00

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

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

John Jenkins
John Jenkins (Jan 24, 2024 15:31 CDT)
By Department Director

Jan 24, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 11, 2024 09:14 CDT)
Approved as to Form by City Attorney

Mar 11, 2024
Date

OA

[Signature]
By City Manager

Feb 5, 2024
Date



ADMINISTRATIVE ACTION

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

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

ADMINISTRATIVE ACTION

245451

EFFECTIVE DATE

Mar 1, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
2024 MAR 19 AM 9:17

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 10%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Supplier Name: Turtle Creek Association, Inc. (TCA) Supplier No. N/A

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with the Turtle Creek Association Inc. (TCA). TCA will hire a third-party contractor, at their expense, to provide service enhancements to the Turtle Creek Corridor, the Turtle Creek shoreline, and the Turtle Creek medians. Service will include shoreline clean-ups along the creek and mowing, edging/trimming, pruning, fertilizing, and irrigating in the medians. Also, TCA will organize monthly volunteer clean-ups along the creek and fundraisers to donate money for beautification projects along the corridor. Additionally, TCA will loan art sculptures to be placed on park property and provide maintenance at no cost to the City. Contact: Shana Hamilton 214-670-8641

Contract Number: PKR-2024-00019304 Contract Term: 04/02/2024 to 04/01/2025

Background: The Turtle Creek Association (TCA) was formed and organized over 25 years ago to supplement efforts of the City of Dallas. TCA works to preserve and protect a valuable natural resource for all the citizens of Dallas. For many years, TCA has donated many hours into the Turtle Creek Corridor towards volunteer clean-ups and donated funding for plant life to the Park and Recreation Department.

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-00019304	\$0.00
Financing:						TOTAL:	\$0.00

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

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

John Jenkins
John Jenkins (Feb 27, 2024 15:08 CST)
By Department Director

Feb 27, 2024
Date

Matthew Green
Matthew Green (Mar 8, 2024 08:35 CST)
Approved as to Form by City Attorney


Mar 8, 2024
Date

OA
OA

3582
By City Manager

Mar 1, 2024
Date

MRG

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	245452	245452
	See Administrative Directive 4-05 for 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 8, 2024

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

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

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

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

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

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

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

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

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

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

Supplier Name:	Madeline Wiener	Supplier No.	VC17556
Subject:	Pleasant Oaks Recreation Center Public Art		
Lead Dept:	Office of Arts and Culture		

Action Requested: Authorize Supplemental Agreement No. 1 to contract OCA-2018-00006936 for Madeline Wiener to design and install a public art site-specific artwork at Pleasant Oaks Recreation Center located at 8701 Greenmound and extend the term of the contract from January 31, 2024 to January 31, 2025 at no additional cost to the City.

Contract Number:	OCA-2018-00006936	Contract Term:	5/18/2023	to	1/31/2025
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Background: A contract with Madeline Wiener (registered as an incorporated entity under vendor no. VC17556) was authorized by City Council by Resolution No.18-1505 on October 24, 2018 for \$87,862.48. Due to COVID, the project was postponed, and the contract was not executed. This action authorizes a new contract for the project and increases the budget from \$87,860.48 to \$97,853.00 due to increased costs of installation, materials, and labor. Per Madeline Wiener's request, a new supplier/vendor number has been assigned to Madeline Wiener, as an individual instead of an incorporated entity. This action extends the term of the contract from January 31, 2024 to January 31, 2025 to accommodate the revised fabrication schedule at no additional cost to the City.

HUB Check appropriate Box

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

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

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




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

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

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

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:	1	23-5853	5/18/2023	\$97,853.00	0	\$97,853.00	0%

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

 Martine Philippe (Feb 6, 2024 10:38 CST) By Department Director	Feb 6, 2024 Date	 Hannah Minton (Mar 1, 2024 17:47 CST) Approved as to Form by City Attorney	Mar 1, 2024 Date
 By City Manager	Feb 8, 2024 Date		



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245453

EFFECTIVE DATE

Mar 13, 2024

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

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

CITY SECRETARY
DALLAS, TEXAS
2024 MAR 20 PM 1:20
RECEIVED

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

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

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

Supplier Name: EZ Dock of Texas, L.P. Supplier No. VC23671

Subject: Dock Installation

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$14,306.92 and BuyBoard Contract 679-22 for EZ Dock of Texas, L.P. to provide and install a dock for Kayak launch event.
Contact: Lisa McClendon-670-8847

Contract Number:	PKR-2024-00023894	Contract Term:	TBD	to	09/30/2024
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Background: EZ Dock of Texas is a family owned and operated local business, they have been designing and installing docks all over the state of Texas since 2000.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5178		3099		CX PKR-2024-00023894	\$14,306.92
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$14,306.92

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

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

John Jenkins
John Jenkins (Mar 12, 2024 15:23 CDT)
By Department Director

Mar 12, 2024
Date

[Signature]
Approved as to Form by City Attorney

Mar 15, 2024
Date

OA
OA

[Signature]
By City Manager

Mar 13, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

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

ADMINISTRATIVE ACTION
245454
EFFECTIVE DATE

March 14, 2024

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

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

RECEIVED
MAR 19 AM 11:11
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name:	Dallas Leadership Foundation				Supplier No.	VC537338		
Subject:	Re-entry program/workforce readiness							
Lead Dept:	Small Business Center							
Action Requested:	Authorization to extend the term of the contract for re-entry services with Dallas Leadership Foundation (DLF) for 2 months (March 22, 2024 through May 22, 2024). This extension of time is in the best interest of the City and the vendor because DLF has experienced some adjustment due administrative lockdown at Hutchins State Jail and staff loss for significant health issues. They desire additional time to provide services and expense remaining funding.							
	Contract Number:	OCC-2021-00017323		Contract Term:	Sep. 22, 2021	to	May 22, 2024	
Background:	DLF program works with inmates before they are released to help develop life skills that include anger management, fatherhood, financial management, job readiness, and addiction recovery. DLF has also developed a transitional 3-month plan before the expected release date which encompasses housing, job training, family reunification, and documentation recovery of which there is no additional cost consideration.							
HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmblsearch/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input checked="" type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.							
Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	0001	ECO	55814		3070		-	\$0.00
							-	\$0.00
							-	\$0.00
	Financing:						TOTAL:	\$0.00
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage	
	SA#2	211564	9/21/2021	\$500K	0.00	\$500k	0.00%	

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

By Department Director

Mar 14, 2024

Date

Approved as to Form by City Attorney

Mar 18, 2024

WS

Date

By City Manager

Mar 14, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245455

EFFECTIVE DATE

02-13-2024

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

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

RECEIVED
2024 MAR 20 AM 10:01
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 N/A

Supplier Name: HOUSEAL LAVIGNE ASSOCIATES, LLC Supplier No. VC22150

Subject: FORWARD DALLAS! COMPREHENSIVE LAND USE PLAN – NO – COST CONTRACT EXTENSION

Lead Dept: PLANNING AND URBAN DESIGN PNV

Action Requested: AUTHORIZE SUPPLEMENTAL AGREEMENT NO. 3 WITH HOUSEAL LAVIGNE, LLC. TO EXTEND THE PROFESSIONAL SERVICES CONTRACT FOR DEVELOPMENT OF AN UPDATE TO THE FORWARD DALLAS! COMPREHENSIVE LAND USE PLAN THROUGH JUNE 30, 2024 (TIME EXTENSION REQUEST ONLY)

Contract Number: CX-PNV-2020-00013397 Contract Term: 04/01/2024 to 06/30/2024

Background: ON APRIL 29, 2021 CITY COUNCIL ADOPTED RESOLUTION 21-0719 AUTHORIZING A CONTRACT WITH HOUSEAL LAVIGNE ASSOCIATES, LLC. CONTRACT TERM OF 4/28/21 – 10/28/22 TO DEVELOP & UPDATE THE COMPREHENSIVE LAND USE PLAN NOT TO EXCEED \$649,960. SA#2 EXTENDED THROUGH 3/31/24. REQUEST TO EXTEND #3 TO 6/30/2024.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0150	DEV	3141		3070		CX-PNV-2020-00013397	\$0.00	
0556	PNV	W644		3070		CX-PNV-2020-00013397	\$0.00	
							\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	21-0719 22-6322 23-5992	4/28/2021	\$649,960	\$649,960	\$649,960	0%

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

By Department Director

Feb 13, 2024

Date

Lawrence C. Collister (Mar 20, 2024 09:28 CDT)

Approved as to Form by City Attorney

Mar 20, 2024

Date

Majed Ghafry (Feb 13, 2024 15:32 CST)

By City Manager

Feb 13, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245456

EFFECTIVE DATE

Mar 19, 2024



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

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

RECEIVED
MAR 19 PM 2:00
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Mark W. Kroll DBA Mark Kroll Associates Supplier No. VC21086

Subject: Supplemental Agreement No. 1 to the Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Mark K. Kroll DBA Mark Kroll Associates for continued expert analysis and testimony on medical and biomedical engineering in connection with the case styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16cv3089N. Not to exceed \$1,321.21, increasing the total contract amount from \$50,000 to \$51,321.21.

Contract Number: ATT-2020-00012670 Contract Term: 9/25/2019 to Indefinite

Background: Supplemental Agreement No. 1 to the professional services contract with Mark K. Kroll DBA Mark Kroll Associates will authorize continued expert analysis and testimony on medical and biomedical engineering in connection with the case styled Vicki Timpa, et al. v. Dustin Dillard, et al., Civil Action No. 3:16cv3089N. Not to exceed \$1,321.21, increasing the total contract amount from \$50,000 to \$51,321.21. *The City Attorney can terminate the contract with 10 days' notice to the Vendor.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2020-00012670	\$1,321.21	
						-		
						-		
Financing:							TOTAL:	\$1,321.21

Contract Amendment Information:	Supplemental 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	20-5184	1/21/2020	\$50,000.00	\$0.00	\$51,321.21	%

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

Ayeh Powers
Ayeh Powers (Mar 19, 2024 11:39 CDT)
By Department Director

Mar 19, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 19, 2024 13:48 CDT)
Approved as to Form by City Attorney

Mar 19, 2024
Date

[Signature]
tc broadna (Mar 19, 2024 12:09 CDT)
By City Manager

Mar 19, 2024
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245457

EFFECTIVE DATE

Mar 19, 2024



RECEIVED
2024 MAR 19 PM 2:41
CITY SECRETARY
DALLAS, TEXAS

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

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

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

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

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

Supplier Name: Hitchcock Evert LLP Supplier No. VS0000019342

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Hitchcock Evert LLP to provide legal advice and services to the City of Dallas regarding Triple D Trademark District Court Litigation. Not to exceed \$100,000

Contract Number:	ATT-2024-00024518	Contract Term:	1/8/2024	to	*Indefinite
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Background: Hitchcock Evert LLP will provide legal advice and services to the City of Dallas regarding Triple D Trademark District Court Litigation. The firm will be paid on an hourly rate basis as provided in the Engagement Letter dated January 8, 2024. Not to exceed \$100,000. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3888		3033		MASC- ATT-2024-00024518	\$100,000.00	
						-		
						-		
Financing:							TOTAL:	\$100,000.00

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

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

Ayeh Powers
Ayeh Powers (Mar 19, 2024 11:37 CDT)
By Department Director

Mar 19, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 19, 2024 13:48 CDT)
Approved as to Form by City Attorney
Date

[Signature]
tc broadna (Mar 19, 2024 12:08 CDT)
By City Manager
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245458

EFFECTIVE DATE

Mar 19, 2024



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

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

RECEIVED
MAR 19 PM 2:28
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS

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

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

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

Supplier Name: Healthcare Litigation Support dba Vident Partners Supplier No. VC20781

Subject: Supplemental Agreement No. 1 to the Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Healthcare Litigation Support dba Vident Partners to increase the contract amount for final payment for consulting and expert medical testimony in the case styled Vicki Timpa. et al. v. Dustin Dillard, et al., Civil Action No. 3:16cv3089-N. Not to exceed \$28,073.50, increasing the total contract amount from \$25,000.00 to \$53,073.50.

Contract Number:	ATT-2020-00011963	Contract Term:	10/23/2019	to	*Indefinite
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Background: Healthcare Litigation Support dba Vident Partners provided expert witness services and medical testimony, rendered by Dr. Steven Bird, in the lawsuit styled Vicki Timpa, et al. v. Dustin Dillard et al., Civil Action No: 3:16-cv-03089-N. Not to exceed \$28,073.50, increasing the total contract amount from \$25,000.00 to \$53,073.50. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		CX ATT-2020-00011963	\$28,073.50	
						-		
						-		
Financing:							TOTAL:	\$28,073.50

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	19-6806	10/23/19	\$25,000.00		\$53,073.50	%

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

Ayeh Powers
Ayeh Powers (Mar 19, 2024 11:36 CDT)
By Department Director

Mar 19, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 19, 2024 13:44 CDT)
Approved as to Form by City Attorney

Mar 19, 2024
Date

[Signature]
tc broadnax (Mar 19, 2024 12:08 CDT)
By City Manager

Mar 19, 2024
Date

STF
STF



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245459

EFFECTIVE DATE

Mar 19, 2024

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

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

RECEIVED
2024 MAR 19 PM 4:11
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Munsch Hardt Kopf & Harr, P.C. Supplier No. 399764

Subject: Supplemental Agreement No. 3 for Legal Services - Lorenzo Hotel Project

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 3 to the Professional Services Contract with Munsch Hardt Kopf & Harr, P.C. to extend the contract term to June 30, 2025, for continued legal services to represent the City of Dallas, Texas in connection with the Lorenzo Hotel. No additional cost to the City.

Contract Number:	ATT-2021-00015569	Contract Term:	3/8/2021	to	6/30/2025
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Background: Munsch Hardt Kopf & Harr, P.C. is providing the City with legal services, including but not limited to review and negotiation of a workout for a loan made between the City and TEOF Hotel, LP, also known as the Lorenzo Hotel, which is related to the City's loan with HUD as part of the HUD Section 108 program. Supplemental Agreement No. 3 will extend the contract term to June 30, 2025. No additional cost to the City.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164	ECO2	3070		MASC- ATT-2021-00015569	\$0.00	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	3	21-5416	3/8/2021	\$50,000.00	\$50,000.00	\$100,000.000	%

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

Ayeh Powers
Ayeh Powers (Mar 19, 2024 11:38 CDT)

Mar 19, 2024

By Department Director

Date

Stephen T. Freeland
Stephen T. Freeland (Mar 19, 2024 13:50 CDT)

Mar 19, 2024

Approved as to Form by City Attorney

Date

[Signature]
tc broadnax (Mar 19, 2024 12:09 CDT)

Mar 19, 2024

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245460

EFFECTIVE DATE

Mar 19, 2024



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

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

RECEIVED
2024 MAR 19 PM 2:55
CITY SECRETARY
DALLAS, TEXAS

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

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

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

Supplier Name: Terracon Consultants, Inc. Supplier No. 341409

Subject: Service Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the contract for expert consulting services in cost analysis with Terracon Consultants, Inc. to add additional consulting services for City Attorney's Office related to the Conceptual Remediation Cost Estimate for soil and groundwater remediation at Hensley Field and add funds - Not to exceed \$24,500

Contract Number: ATT-2024-00024083 Contract Term: 1/23/2024 to *Indefinite

Background: The contract with Terracon Consultants, Inc. for expert consulting services to assess the cost of remediation and possible remediation strategies for Hensley and preparation of a Conceptual Remediation Cost Estimate for soil and groundwater remediation at Hensley Field, approved February 22, 2024, by AA 24-5336. SA #1 will add additional consulting services to the scope of services to the Conceptual Remediation Cost Estimate for soil and groundwater remediation at Hensley Field - Not to exceed \$24,500.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3888		3070		MASC- ATT-2024-00024083	\$24,500.00	
						-		
						-		
Financing:							TOTAL:	\$24,500.00

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
	1	24-5336	1/23/2024	\$35,525.00		\$60,025.00	

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

Ayeh Powers
Ayeh Powers (Mar 19, 2024 11:41 CDT)
By Department Director

Mar 19, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 19, 2024 13:51 CDT)
Approved as to Form by City Attorney
Date

[Signature]
tc broadnax (Mar 19, 2024 12:09 CDT)
By City Manager

Mar 19, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245461

EFFECTIVE DATE

Mar 18, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
2024 MAR 20 AM 9:12

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

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

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

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

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

Supplier Name: **CHRISTALYN PEACH** Supplier No. VC29754

Subject: Professional Service

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall execute a painted mural under the Community Arts – Phyllis Wheatley School Mural Project. The mural will cover the staircase wall and stairs located at the Phyllis Wheatley School at 2908 Metropolitan Street. The images will reflect the life and work of Phyllis Wheatley and the future of school as it transitions to the Cornerstone Crossroads Academy. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2024-00023398 (CR-00026883) Contract Term: 3/22/2024 to 10/31/2024

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$6,000.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4878	CA01	3089		MASC - OCA-2024-00023398	\$6,000.00	
							\$0.00	
Financing:							TOTAL:	\$6,000.00

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

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

Martine Philippe (Mar 13, 2024 15:38 CDT)
By Department Director

Mar 13, 2024
Date

Hannah Minton (Mar 18, 2024 16:51 CDT)
Approved as to Form by City Attorney HM

Mar 18, 2024
Date

Mar 18, 2024
By City Manager Date

245462

Memorandum

RECEIVED

2024 APR 30 PM 4:35

**CITY SECRETARY
DALLAS, TEXAS**



City of Dallas

DATE April 30, 2024

TO City Secretary's Office

SUBJECT **Correction Memo – AA 24-5462 – 4235 S. Cedar Circle Dr.**

I'd like to submit a request for a correction for Administrative Action file 24-5462. The original Funding information reads "FC18/HOU/AD53/3100"; however, the funding source has since been updated to "0A72/HOU/AR53/3099," due to changes in the Budget office.

Please advise me of the next steps.

Kindly,

Cynthia Rogers-Ellickson

Cynthia Rogers-Ellickson
Interim Director of Housing & Neighborhood Revitalization

cc: Kayleigh Rice

g 5/1/24



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245462

EFFECTIVE DATE

February 27, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
FEBRUARY 20 AM 11:37

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

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

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

Supplier Name:	Torres Construction– Contractor Henrietta W. Mason & Jim Vinson - Homeowner	Supplier No.	337798
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Subject: ARPA Residential Septic Tank Program

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute an agreement for payment for ARPA Residential Septic Tank Program at property address 4235 S. Cedar Circle Dr., Dallas, TX, 75237 in the amount of \$10,500.00 from the ARPA grant.

Contract Number:	HOU-2023-00023257	Contract Term:	Effective Date of the AA above	to	One year from the effective date
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Background: On June 28, 2023, the Dallas City Council approved Resolution 23-0882 which established the ARPA Residential Septic Tank program. The American Rescue Plan Act Residential Septic Tank Program (Program) makes necessary investments in water and sewer infrastructure to extend livability in existing affordable housing, connect owner-occupied properties to necessary city-managed water/wastewater/sewer services being installed through the Dallas Water Utilities Unserved Areas Program, and extend necessary infrastructure access and services to Dallas residents and communities impacted by the COVID-19 pandemic. Eligible applicants and residents must be approved for repair as outlined in the Program Statement. Addresses receiving assistance must be located in DWU Unserved Areas program geographies.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
FC18	HOU	AD53		3100	ARPA	- DO	\$10,500.00	
Financing:							TOTAL:	\$10,500.00

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

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Feb 27, 2024 13:29 CST)
By Department Director

Feb 27, 2024
Date

Hannah Minton
Hannah Minton (Feb 27, 2024 16:05 CST)
Approved as to Form by City Attorney HM Date

majed Al-ghafry
majed Al-ghafry (Feb 27, 2024 13:35 CST)
By City Manager

Feb 27, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245463

EFFECTIVE DATE

March 13, 2024

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

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

RECEIVED
2024 MAR 20 AM 11:57
CITY SECRETARY
DALLAS, TEXAS

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

Supplier Name:	MIKO Trucking, Inc. – Contractor Kenya Smith – Homeowner	Supplier No.	VS0000010476
-----------------------	---	---------------------	--------------

Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 1931 Nomias St., Dallas, Texas 75212 in an amount not to exceed \$19,905.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		0719	HOU	W488	EQRV	3016	CD6 – W. Dallas	DO	\$19,905.00
Financing:								TOTAL:	\$19,905.00

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.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 13, 2024 14:09 CDT)
By Department Director

Mar 13, 2024
Date

Hannah Minton
Hannah Minton (Mar 14, 2024 11:40 CDT)
Approved as to Form by City Attorney

Mar 14, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 13, 2024 17:06 CDT)
By City Manager

Mar 13, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245464

EFFECTIVE DATE

March 19, 2024

RECEIVED
2024 MAR 20 AM 11:43
CITY SECRETARY
DALLAS, TEXAS

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

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 75%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Supplier Name: **MIKO Trucking, Inc. – Contractor**
Victor Trezvant – Homeowner

Supplier No. VS0000010476

Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 1 to extend the contract with Victor Trezvant and MIKO Trucking, Inc. for repairs at 1854 Homeland St., Dallas, Texas 75212 until one year from this effective date and authorize additional funds in the amount of \$12,685.00, totaling \$19,975.00, as well as execute an amendment to the Deed Restrictions to reflect the change in funding.

Contract Number:	HOU-2020-00014268	Contract Term:	September 15, 2022	to	One year from effective date of this AA
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

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

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0719	HOU	W488	EQRV	3016	CD6 – W. Dallas	DO	\$12,685.00	
Financing:							TOTAL:	\$12,865.00

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	22-6249	09/15/2022	\$7,290.00		\$19,975.00	%

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

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:50 CDT)
By Department Director

Mar 19, 2024
Date

Hannah Minton
Hannah Minton (Mar 20, 2024 09:21 CDT)
Approved as to Form by City Attorney

Mar 20, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 19, 2024 14:58 CDT)
By City Manager

Mar 19, 2024
Date



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

245465

EFFECTIVE DATE

Mar 1, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 20 PM 12:10
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Waterborne Enterprises LLC Supplier No. VC27379

Subject: Purchase and Installation of new water pump and VFD

Lead Dept: Park and Recreation

Action Requested: AUTHORIZE A RATIFICATION PAYMENT OF \$11,950.00 for Waterborne Enterprises LLC. The vendor provided new pump and installation (material and labor) for replacement of a water pump that broke at Willis Winters Park. The work was performed on July 24, 2023

Contract Number: PKR-2024-00023647 Contract Term: 2/29/2024 to 2/28/2025

Background: Park and Recreation Manager purchased a waterpump for the fountain at Willis Winters Park without obtaining a DO first, which is required by the City of Dallas. The vendor performed the service and installed the pump and is seeking payment for invoice # 6965.

HUB Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.
 N/A: CM-LC

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-		
0001	PKR	5090		4720		- CX PKR-2024-00023647	\$11,950.00	
						-	\$0.00	
Financing:							TOTAL:	\$11,950.00

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
				0.00		0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins
 John Jenkins (Feb 29, 2024 15:51 CST)
 By Department Director Date

Rory McAnally
 Approved as to Form by City Attorney Date

OA
 OA
[Signature]
 By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245466

EFFECTIVE DATE

March 19, 2024

RECEIVED
2024 MAR 20 PM 12:51
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name:	MIKO Trucking, Inc. – Contractor Sherry C. Pogue & Cleatus O. Pogue, Jr. – Homeowner	Supplier No.	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 1411 McBroom St., Dallas, Texas 75212 in an amount not to exceed \$19,635.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488		3016	CD6 – W. Dallas	DO	\$19,635.00
	Financing:							TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:50 CDT)
By Department Director

Mar 19, 2024
Date

Hannah Minton
Hannah Minton (Mar 20, 2024 11:56 CDT)
Approved as to Form by City Attorney

Mar 20, 2024
Date

majed Al-gafry
majed Al-gafry (Mar 19, 2024 14:53 CDT)
By City Manager

Mar 19, 2024
Date

245467

Exhibit C
Memorandum

RECEIVED

2024 MAR 27 PM 2: 03

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE 3/26/2024

TO City Secretary
SUBJECT Correction to AA 24-5467

This is the first (Y) / (N) correction to the subject Council Resolution. If no, attach copies of any previous approved correction memos.

The subject Administrative Action was approved on 03/20/2024 Authorizing the first of two one-year renewal options for the contract with Texas A&M Health and Science Center for the Senior Dental Health Program to provide basic dental health services to seniors aged 60 and older residing within the City of Dallas (funding has been previously approved by Res No. 23-0383)

Change(s) is/are needed to correct (select all applicable):

Typo Financial/funding information Obvious error from CR context

Administrative Action AA 24-5467 should read as follows:

Supplier No: ~~VS0000063287~~ VS0000030902

Department: Office of Community Care

Director (or designee.):  Mar 27, 2024
Signature Date
Jessica Galleshaw
Print Name

Attachment for reference: Council Resolution [number], and if applicable, previous correction memo(s)

OFS: Approved Denied Is ATT Approval Needed? Y N

OFS: N/A _____
Signature Date

Print Name

ATT: Approved Denied
Assistant City Attorney: N/A _____
Signature Date

Print Name

3/27/24
RL



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

245467

EFFECTIVE DATE

3-18-2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 20 PM 2:08
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

Yes No N/A

Supplier Name:	Texas A&M University Health Science Center, Texas A&M University College of Dentistry	Supplier No.	VS0000063287
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Subject: Contract Renewal – Supplemental Agreement #1 to the Interlocal Agreement between the City of Dallas and Texas A & M University Health Science Center for Dental Services to Low/Moderate Income Senior Citizens Residing in Dallas

Lead Dept: Office of Community Care

Action Requested: Authorize the first of two one-year renewal options for the contract with Texas A&M Health and Science Center for the Senior Dental Health Program to provide basic dental health services to seniors aged 60 and older residing within the City of Dallas (funding has been previously approved by Res No. 23-0383).

Contract Number:	OCC-22-00020529	Contract Term:	March 8, 2024	to	March 7, 2025
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Background: On March 8, 2023, City Council authorized execution of a one-year interlocal agreement, with two one-year renewal options, with Texas A&M University Health Science for the Senior Dental Health Program to provide basic dental health services to seniors aged 60 and older residing within the City of Dallas for a total amount of \$750,000.00 (annual amount of \$250,000.00), by Resolution No. 23-0383.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	001	MGT	4305		3070		- OCC-2022-00020529	\$0.00
							-	
	Financing:							TOTAL:

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:	1	23-0383	3-8-2023	\$250,000.00	\$0.00	\$500,000.00	100%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Colliershaw (Mar 18, 2024 11:22 CDT)
By Department Director

Mar 18, 2024
Date

Lucy Huang (Mar 19, 2024 09:12 CDT)
Approved as to Form by City Attorney LH

Mar 19, 2024
Date

Mar 18, 2024
By City Manager Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245468

EFFECTIVE DATE

3/20/2024

RECEIVED
CITY SECRETARIAT
DALLAS, TEXAS
MAR 20 PM 4:23

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: Abba Staffing & Consulting, Incorporated Supplier No. VS0000079422

Subject: Temporary Staffing

Lead Dept: POM

Action Requested: Authorize a 10-month service contract with Abba Staffing & Consulting, Incorporated to the sum of \$95,515.20 for Temporary staffing services.

Contract Number: POM-2024-00024275 Contract Term: 02/20/2024 to 12/19/2024

Background: On the 20th of February, the Chief Financial Officer authorized the special needs memo for professional recruitment and staffing services to the amount of \$95,515.20 for procurement professionals.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/passcmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	POM	1233		3994		- POM-2024-00024275	\$95,515.20
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$95,515.20

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							-

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Danielle Thompson
By Department Director
Mar 20, 2024
Date

Stephen T. Freeland
Approved as to Form by City Attorney
Mar 20, 2024
Date

[Signature]
By City Manager
Mar 20, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245469

EFFECTIVE DATE

03/01/24

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 1 PM 3:11

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Kimley-Horn and Associates, Inc Supplier No. 135447

Subject: DAL Irrigation and Landscaping

Lead Dept: Department of Aviation

Action Requested: Authorize an architectural design contract for irrigation and landscaping at Dallas Love Field. The scope of services includes irrigation, irrigation repair, landscape updates, and related services at multiple locations across the City's Dallas Love Field Airport in an amount not to exceed \$100,000.00.

Contract Number:	AVI-2023-00023192	Contract Term:	Upon Execution	to	Upon Completion of Project
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Background: The irrigation drip system has failed to provide adequate amount of water distribution around all its facilities. This led to substantial repairs to the airport's landscaping. This project will design new landscapes where needed, recommend irrigation repairs where necessary, and design new irrigation systems to replace the existing drip system in the identified locations at Dallas Love Field Airport.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7722	AV06	3210	AVI7722	CX- AVI-2023-00023192	\$100,000.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$100,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	N/A	N/A	N/A	N/A	N/A	N/A	N/A

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Patricia Carrero (Feb 29, 2024 13:49 CST)
By Department Director

02/29/24
Date

Lawrence C. Collister
Lawrence C. Collister (Mar 3, 2024 11:24 CST)
Approved as to Form by City Attorney

03/03/24
Date

VL

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Mar 1, 2024 18:02 CST)
By City Manager

03/01/24
Date

LCC
LCC



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

245470

EFFECTIVE DATE

Mar 20, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name:	Dallas Rowing Club	Supplier No.	N/A
Subject:	Supplemental Agreement #2		
Lead Dept:	Park and Recreation		

Action Requested: Authorize the Supplemental Agreement to amend the Use Agreement between the City of Dallas and Dallas Rowing Club at Bachman Lake. Parties now desire to enter into this Supplemental Agreement No. 2 to: 1) add to Section 4.P.: report the volunteer hours to the Director within five business days after the clean-up dates; 2) amend Section 4 that the Club shall provide a scholarship fund of no less than \$5,000 each year during the Term of this Agreement to be used by public school students, including but not limited to DISD and RISD and who demonstrate financial hardship; 3) and add to section 4 Club shall offer one on-site campus recruiting event to public school students at various locations including but not limited to DISD, RISD, or at a City of Dallas Recreation Center. Contact: Shana Hamilton 214-670-8641

Contract Number:	PKR-2024-000023993	Contract Term:	05/02/2024	to	05/01/2034
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Background: The City Council authorized a 10-year Use Agreement with two five-year renewal options for the renovation, operation, and maintenance of the existing boathouse at Bachman Lake Park on October 24, 2018. The Park and Recreation Board authorized a Supplemental Agreement to remove Section 24A under Miscellaneous in the Dallas Rowing Club Use Agreement on April 8, 2020.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpa/sscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	N/A PKR-2024-000023993	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
				0.00		0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins
John Jenkins (Mar 20, 2024 08:19 CDT)
By Department Director

Mar 20, 2024
Date

Molly P. Ward
Approved as to Form by City Attorney

Mar 21, 2024
Date

OA
OA

[Signature]
By City Manager

Mar 20, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245471

EFFECTIVE DATE

3/21/2024

RECEIVED
2024 MAR 22 AM 8:29
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Dallas Leadership Foundation Supplier No. 517338

Subject: ARPA Making Food Accessible

Lead Dept: Office of Community Care

Action Requested: Authorize an amendment to the agreement with Dallas Leadership Foundation to correct the contract term and to provide an updated Exhibit B-1 – Monthly Activities Report (Direct Benefits).

Contract Number:	OCC-2022-00018462	Contract Term:	05-24-23	to	05-23-24
------------------	-------------------	----------------	----------	----	----------

Background: To fund distribution of food to residents of the City of Dallas that enables populations identified as "Drivers of Poverty" and who have been affected by COVID-19 to have access to the food they need to live healthy and productive lives.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0711	08-18-23	\$150,000.00	\$0.00	\$150,000.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Galleghaw (Mar 20, 2024 20:16 CDT)
By Department Director

Mar 20, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney VB
Mar 22, 2024
Date

By City Manager
Date
Mar 21, 2024



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245472

EFFECTIVE DATE

Jan 12, 2024

CITY SECRETARY
DALLAS, TEXAS
2024 MAR 2 AM 8:38
RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

YP Supplier Name: ~~XXXXXXXXXXXX~~ Nei Wai Chia Martial Arts , LLC Supplier No. VC30271

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation Nei Wai Chia Martial Arts, LLC.

YP Action Requested: Authorize contract fee instructor agreement with ~~Nei Wai Chia Martial Arts~~ The vendor will be providing Martial Arts classes program services to the citizens of Dallas
Contact: Brendan Collins: (214) 671-1668

Contract Number: PKR-2024-00023897 Contract Term: NTP to 3/31/2025

Background: Contract fee instructors provide leisure, sports and health and wellness activity instruction

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		N/A	PKR	N/A	N/A	N/A	N/A	PKR-2024-00023897	70/30 Split
							-	\$0.00	
							-	\$0.00	
	Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
					0.00		0.00

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins
John Jenkins (Jan 11, 2024 15:46 CST)
By Department Director

Jan 11, 2024
Date

Matthew Green
Matthew Green (Mar 20, 2024 11:19 CDT)
Approved as to Form by City Attorney MRG

Mar 20, 2024
Date

OA
OA

Cal
By City Manager

Jan 12, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245473

EFFECTIVE DATE

Feb 20, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 2 AM 8:39

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: So Artsy! The Social Experience, LLC Supplier No. VS99513

Subject: Art Classes Provided for Senior Program Division

Lead Dept: PKR

Action Requested: Authorize encumbrance of 17,904.00 with So Artsy! The Social Experience, LLC. Vendor will provide art classes at the Recreation Center. Each facility @15.54 per participant up to 12 students= \$186.50 /2-hour session = \$17,904.00 total for 96 sessions. Includes all material necessary for 12 participants. Each participant will receive a personal package of paintbrushes to keep, allowing them to work on the project at home.

Contract Number: PKR-2024-00023963 Contract Term: TBD to 09/30/2024

Background: Nicole Hooper is a four-year NAACP Recognized Commissioned Artist; sessions include basic instruction on color mixing and brush techniques. So Artsy can work with any participants who can hold a paintbrush.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmbi/search/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. NO, there are no HUB's in Dallas County to contact for this business category. NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	1726		3070		MASC PKR-2024-00023963	\$17,904.00	
						-		
						-		
Financing:							TOTAL:	\$17,904.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
				0.00		0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

John Jenkins
John Jenkins (Feb 15, 2024 13:39 CST)
By Department Director

Feb 15, 2024
Date

Molly P. Ward
Approved as to Form by City Attorney

Feb 29, 2024
Date

OA
OA

[Signature]
By City Manager

Feb 20, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245474

EFFECTIVE DATE

03-21-24

RECEIVED
2024 MAR 22 AM 9:25
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Big Thought	Supplier No.	269229
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Subject:	ARPA Community Mental Health Program
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Lead Dept:	Office of Community Care
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Action Requested:	Authorize Supplemental Agreement No. 1 to the agreement with Big Thought, to provide an updated Exhibit B-1 – Monthly Activities Report (Direct Benefits) and to provide the corrected Exhibit B-2 – Request for payment, to show the correct budget amounts for each cost category.						
	Contract Number:	OCC-2022-00019362	Contract Term:	05-10-23	to	05-09-24	

Background:	Big Thought proposes to provide support foundational social and emotional learning, and general mental health awareness trainings to youth and family focused organizations whose services reach youth and families in QCT and/or located in zip codes on the Covid Equity Impact Assessment Table.
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HUB Check appropriate Box https://mycpa.cpa.state.tx.us/tpasscmbi/search/	<input type="checkbox"/> YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis. <input type="checkbox"/> YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category. <input type="checkbox"/> NO, there are no HUB's in Dallas County to contact for this business category. <input checked="" type="checkbox"/> NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.
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	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							-	\$0.00
							-	
							-	
	Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	23-0625	08-21-23	\$120,000.00	\$0.00	\$120,000.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jessica Galeshaw (Mar 20, 2024 20:10 CDT)
 By Department Director

Mar 20, 2024
Date

Lucy Huang (Mar 22, 2024 09:01 CDT)
 Approved as to Form by City Attorney LH

Mar 22, 2024
Date

Mar 21, 2024
Date
 By City Manager



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245475

EFFECTIVE DATE

March 19, 2024

1. Place an "X" in the appropriate box for the approval of:

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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name:	MIKO Trucking, Inc. – Contractor Rayella Delley Boyd – Homeowner	Supplier No.	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 1707 Kraft St., Dallas, Texas 75212 in an amount not to exceed \$10,000.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488		3016	CD6 – W. Dallas	DO	\$10,000.00
	Financing:							TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:48 CDT)
By Department Director

Mar 19, 2024
Date

Bian Beverly
Bian Beverly (Mar 19, 2024 15:05 CDT)
Approved as to Form by City Attorney

Mar 19, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 19, 2024 14:35 CDT)
By City Manager

Mar 19, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245476

EFFECTIVE DATE

03/13/2025

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: American Fire Protection Group, INC. Supplier No. VS97645

Subject: Transfer Station Fire System Repairs

Lead Dept: Department of Sanitation Services

Action Requested: Authorize ratification for payment of \$36,191.00 to make emergency repairs at three Sanitation transfer stations due to lapse in city-wide service contract.

Contract Number: SAN-2024-00024289 Contract Term: 02/01/2024 to 12/31/2025

Background: Three (3) transfer stations require emergency repairs to maintain TCEQ compliance; as well, as continue to assist the "City" in delivering services in the most effective way. The buildings are without fire protection and water is shutoff creating a risk to public safety. Fair Oaks Transfer station will reset its dry system. Oak Cliff Transfer station repairs freeze damage. Northwest Transfer requires multiple repairs to non-functioning components and their deluge system. This constitutes as an emergency procurement under 10.5.2 (2) where it is necessary to preserve the public health or safety of the citizens of the City.

HUB
Check appropriate Box
<https://mvcpa.cpa.state.tx.us/toasscmlsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3593		3099		- CX-SAN-2024-00024289	\$36,191.00	
						-		
						-		
Financing:							TOTAL:	\$36,191.00

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

Mar 13, 2024

Date

Stephen T. Freeland
Stephen T. Freeland (Mar 22, 2024 13:33 CDT)

Approved as to Form by City Attorney

Mar 22, 2024

Date

CL

Mar 13, 2024

Robert Perez
Robert Perez (Mar 13, 2024 16:04 CDT)

By City Manager

Mar 13, 2024

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245477

EFFECTIVE DATE

March 19, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 2%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 22 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/N/A

Supplier Name:	MIKO Trucking, Inc. – Contractor Victor Trezvant – Homeowner	Supplier No.:	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Authorize Supplemental Agreement No. 1 to extend the contract with Victor Trezvant and MIKO Trucking, Inc. for repairs at 1854 Homeland St., Dallas, Texas 75212 until one year from this effective date and authorize additional funds in the amount of \$12,685.00, totaling \$19,975.00, as well as execute an amendment to the Deed Restrictions to reflect the change in funding.

Contract Number:	HOU-2020-00014268	Contract Term:	September 15, 2022	to	One year from effective date of this AA
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0719	HOU	W488	EQRV	3016	CD6 – W. Dallas	DO	\$12,685.00	
Financing:							TOTAL:	\$12,685.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	22-6249	09/15/2022	\$7,290.00		\$19,975.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:50 CDT)
By Department Director


Mar 19, 2024
Date

Hannah Minton
Hannah Minton (Mar 20, 2024 09:21 CDT)
Approved as to Form by City Attorney

Mar 20, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 19, 2024 14:58 CDT)
By City Manager

Mar 19, 2024
Date

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION 245478
	See Administrative Directive 4-05 for 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 17, 2024

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 06 AM 10:55
 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

Supplier Name: Angelina Merino-Heidel Supplier No. VC24672

Subject: Lemmon Avenue Streetscape Enhancements Public Art

Lead Dept: Office of Arts and Culture

Action Requested: Authorize a supplemental agreement to extend contract OCA-2023-00020873 to April 30, 2025 for Angelina Merino-Heidel to design, fabricate and install two (2) site-specific, companion sculptures at the intersections of Lemmon Avenue and Shorecrest Drive ("Flight 1") and Lemmon Avenue and Lovers Lane ("Flight 2") as part of the Lemmon Avenue Streetscape Enhancements Project. **No additional costs.**

Contract Number:	OCA-2023-00020873	Contract Term:	November 14, 2023	to	April 30, 2025
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Background: Artist Angelina Merino-Heidel was approved by the Arts and Culture Advisory Commission on June 16, 2022 for the commission of "Flight 1" (Lemmon Avenue and Shorecrest Drive). On August 1, 2023 the Public Art Committee approved the artist to create a companion piece for the second location, "Flight 2" (Lemmon Avenue and Lovers Lane), when the commissioned artist left the project. The combined funding for both locations totals \$94,000.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.

YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.

NO, there are no HUB's in Dallas County to contact for this business category.

NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							\$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
	1	24-5249	11/14/2023	\$94,000.00	0	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.



 Martine Phillipe (Feb 14, 2024 10:26 CST)
 By Department Director

Feb 14, 2024
 Date


 Hannah Minton (Mar 1, 2024 17:44 CST)
 Approved as to Form by City Attorney

Mar 1, 2024
 Date


 Feb 17, 2024
 By City Manager Date

 City of Dallas	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION
		245479
		EFFECTIVE DATE
		03/21/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements, interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%)
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 26 PM 12:35
 CITY SECRETARY
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name: Ambilabs Supplier No. VC24746

Subject: Air Sensors – Dallas Community Air Management Program

Lead Dept: Office of Environmental Quality and Sustainability

Action Requested: Authorize a contract to receive 200 hours of technical support, data analysis, and training for AQMesh sensors, which are used for the Dallas Community Air Monitoring Program (D-CAMP). 100% of costs are reimbursed through the American Reduction Plan Act (ARPA).

Contract Number: OEQ-2024-00024056 Contract Term: March 21, 2024 to April 15, 2026

Background: The EQS Dallas Community Air Program (DCAMP) uses AQMesh sensors to collect air data to help drive policy decisions about the health and quality of life of Dallas residents. The data is shared with the public, leading to a better understanding of how air pollutants impact daily lives. Maintenance and training services are required to keep the monitors in operation.

HUB
 Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
FC18	MGT	AD40		3099		OEQ-2024-00024056	\$39,000.00	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$39,000.00

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.

Carlos Evans
 Carlos Evans, Mar 21, 2024 14:50 CDT
 By Department Director

Mar 21, 2024
 Date

[Signature]
 Approved as to Form by City Attorney

3/26/24
 Date

[Signature]
 By City Manager

Mar 21, 2024
 Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245480

EFFECTIVE DATE

Feb 16, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 2%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications, the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: NORTH DALLAS GARDEN DESIGN Supplier No. VC30293

Subject: MASONRY REPAIRS-REPAIR/REPLACE DAMAGED RETAINING WALL, FOLIAGE, SPRINKLER SYSTEM

Lead Dept: PUBLIC WORKS

Action Requested: AUTHORIZE \$13,849.50 FOR PAYMENT TO CONTRACTORS TO PERFORM REPAIRS ON ENTRY MEDIAN AT 14740 MEANDERING WAY AND BELTLINE ROAD

Contract Number: PBW-2024-00024067 Contract Term: Notice to proceed to 180 Days

Background: A CITY VEHICLE COLLIDED INTO THE ENTRANCE MEDIAN AT 14740 MEANDERING WAY & BELTLINE RD (APARTMENT ENTRANCE DRIVEWAY, DAMAGING THE CONCRETE SIGNAGE/MONUMENT, PLANTINGS, GRASS AND IRRIGATION AT THE LOCATION.

HUB
Check appropriate Box
<https://mycoba.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUBs in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PBW	3417	ST05	3070		CX- PBW-2024-00024067	\$13,849.50	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$13,849.50

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
						\$13,849.50	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ali Hatzi P.C.

Feb 15, 2024

Rory McAnally

Mar 21, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Robert Perez

Feb 16, 2024

By City Manager

Date

RECEIVED
2024 MAR 07 AM 9:25
CITY SECRETARY
DALLAS, TEXAS



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

245481

EFFECTIVE DATE

2/23/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 27 AM 10:04
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Supplier Name: U.S. DEPARTMENT OF AGRICULTURE; TEXAS A&M AGRILIFE EXTENSION SERVICE; TEXAS WILDLIFE DAMAGE MANAGEMENT ASSOCIATION, INC. Supplier No. _____

Subject: WILDLIFE DAMAGE MANAGEMENT SERVICES

Lead Dept: AVI

Action Requested: AUTHORIZE A 1-YEAR FIELD AGREEMENT WITH THE U.S. DEPARTMENT OF AGRICULTURE, TEXAS A&M AGRILIFE EXTENSION SERVICE, AND TEXAS WILDLIFE DAMAGE MANAGEMENT ASSOCIATION, INC. FOR WILDLIFE DAMAGE MANAGEMENT SERVICES FOR DEPARTMENT OF AVIATION.

Contract Number: AVI-2023-00022646 Contract Term: 2/15/2024 to 2/14/2025

Background: IN A CONTINUING EFFORT TO ENSURE PASSENGER SAFETY AT ALL TIMES AND REDUCE IN-AIR ACCIDENTS, TEXAS WILDLIFE DAMAGE MANAGEMENT ASSOCIATION, INC. WILL ASSIST DEPARTMENT OF AVIATION STAFF IN SECURING ALL PROPERTIES BY MITIGATING WILDLIFE IN THE VICINITY OF THE DALLAS AIRPORT SYSTEM.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7729		3070		MASC AVI-2023-00022646	\$60,000.00
Financing: FY2024 Operating Fund							TOTAL: \$60,000.00

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.

Patricia Carrero (Feb 15, 2024 15:32 CST) 2/15/24 Date
 By Department Director

Ashley Stockton (Feb 27, 2024 11:23 CST) 02-27-24 Date
 Approved as to Form by City Attorney

Kimberly Bizzor-Tolbert (Feb 23, 2024 20:48 CST) 2/23/24 Date
 By City Manager



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245482

EFFECTIVE DATE

March 19, 2024

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
2024 MAR 27 AM 10:58

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name:	MIKO Trucking, Inc. – Contractor Camesha Giles – Homeowner	Supplier No.	VS0000010476
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Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 3363 Obenchain St., Dallas, Texas 75212 in an amount not to exceed \$17,800.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0719	HOU	W488		3016	CD6 – W. Dallas	DO	\$17,800.00
Financing:							TOTAL:	\$17,800.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:49 CDT)
By Department Director

Mar 19, 2024
Date

Bian Beverly
Bian Beverly (Mar 19, 2024 15:12 CDT)
Approved as to Form by City Attorney

Mar 19, 2024
Date

majed Al-ghafry
majed Al-ghafry (Mar 19, 2024 14:40 CDT)
By City Manager

Mar 19, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245483

EFFECTIVE DATE

March 19, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 27 AM 11:44
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/N/A

Supplier Name:	MIKO Trucking, Inc. – Contractor Kenneth Fuller – Homeowner	Supplier No.	VS0000010476
Subject:	Targeted Rehabilitation Program (TRP)		
Lead Dept:	Housing & Neighborhood Revitalization		

Action Requested:	Authorize Supplemental Agreement No. 1 to amend the contract with Kenneth Fuller and MIKO Trucking, Inc. for repairs at 1831 McBroom St., Dallas, Texas 75212 and authorize a reduction of funds in the amount of \$63.68.						
	Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year	

Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/toasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		0719	HOU	W488	EQRV	3016	CD6 – W. Dallas	DO	\$19,917.00
	Financing:							TOTAL:	\$19,917.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	24-5127	11/22/2023	\$19,980.68		\$19,917.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Cynthia Rogers-Ellickson
Cynthia Rogers-Ellickson (Mar 19, 2024 12:49 CDT)
By Department Director

Mar 19, 2024
Date

Veronica Barboza
Approved as to Form by City Attorney
Mar 25, 2024
Date

Majed Al-Ghafry
Majed Al-Ghafry (Mar 19, 2024 14:40 CDT)
By City Manager

Mar 19, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245484

EFFECTIVE DATE

Mar 27, 2024

STF
STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 27 PM 1:19
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Polaris Forensics, Inc. Supplier No. VC24022

Subject: Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Polaris Forensics, Inc. for expert structural engineering consulting services related to the structure located at 6826 Greenville Ave in Dallas, Texas 75231– Not to exceed \$12,000

Contract Number:	ATT-2024-00024300	Contract Term:	11/13/2023	to	indefinitely
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Background: Polaris Forensics, Inc. will provide expert structural engineering consulting services related to the structure located at 6826 Greenville Ave in Dallas, Texas 75231. The firm will be paid on an hourly rate basis as provided in the firm's engagement letter and attached 2023 Rate Schedule. Not to exceed \$12,000. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3888		3047		MASC- ATT-2024-00024300	\$12,000.00	
Financing:							TOTAL:	\$12,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Ayeh Powers
Ayeh Powers (Mar 25, 2024 14:48 CDT)
By Department Director

Mar 25, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 27, 2024 10:56 CDT)
Approved as to Form by City Attorney

Mar 27, 2024
Date

[Signature]
tc broadnax (Mar 27, 2024 10:50 CDT)
By City Manager

Mar 27, 2024
Date



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

245485

EFFECTIVE DATE

Mar 14, 2024

See Administrative Directive 4-05 for additional guidelines and routing.

File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 27 PM 4:24
 CITY SECRETARY
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: TEOF Hotel LP, dba Lorenzo Hotel Dallas Supplier No. VS86833

Subject: DPD Sergeant Assessment Center 2024

Lead Dept: Civil Service

Action Requested: Authorize a service contract with TEOF Hotel LP, dba Lorenzo Hotel Dallas, for 20 hotel rooms for the Dallas Police Department's Sergeant Assessment Center, to be held April 15-20, 2024.

Contract Number:	CVS-2024-00024414	Contract Term:	4/15/2024	to	7/15/2024
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Background: The Civil Service Test Validation Team requests the allotment of \$18,644.00 to meet the cost of hotel rooms for the Dallas Police Department's Sergeant Assessment Center.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblse/arch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUBs in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	1936	DP12	3099		CX CVS-2024-00024414	\$18,644.00	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$18,644.00

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
			\$18,644.00		\$18,644.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jarred Davis
Jarred Davis (Mar 14, 2024 07:38 CDT)
By Department Director

Mar 14, 2024
Date

Kory McAnally
Approved as to Form by City Attorney

Mar 27, 2024
Date

Jon Fortune
Jon Fortune (Mar 14, 2024 13:40 CDT)
By City Manager

Mar 14, 2024
Date

245486

Memorandum

RECEIVED

2024 APR -9 PM 3: 24

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE April 4, 2024

TO City Secretary
SUBJECT Correction to Administrative Action 245486

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved by the City Manager's Office on 03/13/2024 and stamped by the City Secretary's Office on 03/28/2024.

Change(s) is/are needed to correct (select all applicable):

Typo Financial/funding information Obvious error from CR context

The Administrative Action contains the below typographical errors to the "Contract Amendment Information" section:

Contract Amendment Information:	Supplemental 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
				2000		2000	%

Both the "Base Contract Amount" box and the "Total Contract Amount Including this Action" box should be empty.

Department: Communications, Outreach & Marketing

Director (or designee.): Jennifer Brown Apr 4, 2024
Signature Date
Jennifer Brown
Print Name

OFS: Approved Denied Is ATT Approval Needed? Y N

OFS: _____
Signature Date

Print Name

Handwritten signature and date: B 4/10/24



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245486

EFFECTIVE DATE

March 13, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 28 AM 9:38
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Texas Metro News Supplier No. _____

Subject: 2-year non-legal advertisement contract

Lead Dept: Communications, Outreach & Marketing

Action Requested: Authorize a two-year contract for non-legal advertising with Texas Metro News

Contract Number:	PAO-2023-00021734	Contract Term:	January 1, 2024	to	December 31, 2025
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Background: Texas Metro News connects with various sections of Dallas' population. Advertising with this publication allows for equitable inclusion of Dallas' diverse population. This contract will allow us to advertise with them as needed through December 31, 2025.

HUB Check appropriate Box

<https://mvcpa.cpa.state.tx.us/passcmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	1128		3070		-	\$49,990.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$49,990.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
				20.00		20.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Catherine Cuellar
Catherine Cuellar (Jan 24, 2024 12:46 CST)
By Department Director

Jan 24, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 22, 2024 11:01 CDT)
Approved as to Form by City Attorney

Mar 22, 2024
Date

Kimberly Bizar-Tolbert
Kimberly Bizar-Tolbert (Mar 13, 2024 14:35 CDT)
By City Manager

Mar 13, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245487

EFFECTIVE DATE

02/06/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 29 PM 5:16
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Automotive Video Innovations, Inc. (AVI)	Supplier No.:	VC26274
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Subject: AVI ELECTRICAL WORKSHOP SOLE SOURCE

Lead Dept: EQUIPMENT AND FLEET MANAGEMENT

Action Requested: Authorize a Contract for Services for 4, three-day hands-on electrical training workshops. Trainings will be taught as 24 hour classes held over three days with 8 hours of instruction each day, Monday through Wednesday and Thursday through Saturday. Trainings will be held April 8, 2024 through April 13, 2024 and May 13, 2024 through May 18, 2024.

Contract Number:	EFM-2024-00023669	Contract Term:	01/01/2024	to	07/01/2024
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Background: AVI is an education and technology company focused on training for automotive, first responder, and second responder industry. AVI is the sole source for AVI Automotive Electrical Workshop.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0196	EFM	1704		3361		- EFM-2024-00023669	\$45,000.00
							-	\$0.00
							-	\$0.00
	Financing:						TOTAL:	\$45,000.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:						\$45,000.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Donzell Gipson
 Donzell Gipson (Jan 24, 2024 13:01 CST)
 By Department Director

Jan 24, 2024
 Date

Marissa Hines
 Approved as to Form by City Attorney
 Date

Mar 29, 2024

BC
 BC

Robert Perez
 Robert Perez (Feb 6, 2024 10:40 CST)
 By City Manager

Feb 6, 2024
 Date

245488

Memorandum RECEIVED

2024 APR -9 PM 3: 24

CITY SECRETARY DALLAS, TEXAS



CITY OF DALLAS

DATE April 4, 2024

TO City Secretary
SUBJECT Correction to Administrative Action 245488

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved by the City Manager's Office on 02/05/2024 and stamped by the City Secretary's Office on 03/29/2024.

Change(s) is/are needed to correct (select all applicable):

[X] Typo [] Financial/funding information [] Obvious error from CR context

The Administrative Action contains the below typographical errors to the "Contract Amendment Information" section:

Table with 8 columns: Contract Amendment Information, Supplemental Agreement No., Base CR/AA No., Base Contract Date, Base Contract Amount, Sum of Previous Supplemental Agreements, Total Contract Amount Including this Action, Total Suppl Agreement Percentage. Values for Base Contract Amount and Total Contract Amount are marked with an X.

Both the "Base Contract Amount" box and the "Total Contract Amount Including this Action" box should be empty.

Department: Communications, Outreach & Marketing

Director (or designee.): Jennifer Brown (Signature) Apr 4, 2024 (Date)
Jennifer Brown (Print Name)

OFS: [] Approved [] Denied Is ATT Approval Needed? [] Y [] N

OFS: Signature Date
Print Name

Handwritten signature/initials in blue ink.



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

245488

EFFECTIVE DATE

February 5, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by request.

RECEIVED
2024 MAR 29 AM 11:13
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Dallas Voice Supplier No. VS0000024169

Subject: 2-year non-legal advertisement contract

Lead Dept: Communications, Outreach & Marketing

Action Requested: Authorize a two-year contract for non-legal advertising with Dallas Voice

Contract Number:	PAO-2023-00021732	Contract Term:	January 1, 2024	to	December 31, 2025
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Background: Dallas Voice connects with various sections of Dallas' population. Advertising with this publication allows for equitable inclusion of Dallas' diverse population. This contract will allow us to advertise with them as needed through December 31, 2025.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	1128		3070		-	\$49,900.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$49,900.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
				20.00		20.00	%

Nty APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Catherine Cuellar
Catherine Cuellar (Jan 24, 2024 12:45 CST)
By Department Director

Jan 24, 2024
Date

Stephen T. Freeland
Stephen T. Freeland (Mar 7, 2024 10:13 CST)
Approved as to Form by City Attorney

Mar 7, 2024
Date

Kimberly Bizer-Tolbert
Kimberly Bizer-Tolbert (Feb 5, 2024 15:52 CST)
By City Manager

Feb 5, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245489

EFFECTIVE DATE

March 20, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 15%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Utility Access & Use Agreement
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 28 AM 11:18
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: CHARTER COMMUNICATIONS OPERATING, LLC Supplier No. N/A

Subject: UTILITY ACCESS AND USE AGREEMENT

Lead Dept: AVIATION

Action Requested: AUTHORIZE A UTILITY ACCESS AND USE AGREEMENT WITH CHARTER COMMUNICATIONS OPERATING, LLC, FOR THE INSTALLATION OF A NEW FIBER OPTIC CABLE AND OTHER COMMUNICATIONS EQUIPMENT TO SERVICE AN AIRCRAFT HANGAR LEASED BY AMBASSADOR JET CENTER AT DALLAS EXECUTIVE AIRPORT.

Contract Number: AVI-2024-00023517 Contract Term: Upon execution to Upon termination

Background: AMBASSADOR JET CENTER IS THE LESSEE OF CITY PROPERTY AT DALLAS EXECUTIVE AIRPORT AND IS IN THE PROCESS OF UPGRADING COMMUNICATION SERVICES FOR AN EXISTING HANGAR. IN ORDER TO COMPLETE THE UPGRADE, CHARTER COMMUNICATIONS WILL BE REQUIRED TO ACCESS AIRPORT PROPERTY TO INSTALL A NEW FIBER OPTIC CABLE AND OTHER EQUIPMENT AND ACCESSORIES TO TIE INTO THE HANGAR.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbl/search/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	N/A	N/A	N/A	N/A	N/A	- N/A	\$0.00	
						-	\$0.00	
						-	\$0.00	
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Patrik Carreno
Patrik Carreno (Mar 20, 2024 11:48 CDT)
By Department Director

Mar 20, 2024
Date

Ashley Stockton
Ashley Stockton (CDT)
Approved as to Form by City Attorney Date

Kimberly Bizzor-Tolbert
Kimberly Bizzor-Tolbert (Mar 20, 2024 16:32 CDT)
By City Manager

Mar 20, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245490

EFFECTIVE DATE

Mar 25, 2024

RECEIVED
24 MAR 28 AM 11:11
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name:	Children's Advocacy Center	Supplier No.	N/A
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Subject:	Memorandum of Understanding and MDT Protocols
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Lead Dept:	Dallas Police Department
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Action Requested:	To authorize Memorandum of Understanding and MDT Protocols with Dallas Children's Advocacy Center in Dallas County and Dallas Police Department will improve the lives of abused children in Dallas County.				
	Contract Number:	DPD-2024-00024581	Contract Term:	3/1/2024	to 3/31/2027

Background: The Memorandum of Understanding (MOU) with Children's Advocacy Center in Dallas County and the Dallas Police Department (DPD) will agree to support the stated mission of Dallas Children's Advocacy Center and MDT investigative Protocols.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
							DPD-2024-00024581	0.00	
	Financing:						No Cost Consideration	TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	3/22/24 Jon Fortune <small>Jon Fortune (Mar 25, 2024 15:25 CDT)</small> By City Manager	 Approved as to Form by City Attorney Mar 25, 2024 Date	Mar 27, 2024 Date
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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

245491

EFFECTIVE DATE

March 20, 2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 20%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 28 PM 3:58
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No/N/A

Supplier Name: **MIKO Trucking, Inc. – Contractor**
Billy Wayne Carpenter & Galdina Perez Carpenter – Homeowner

Supplier No. VS0000010476

Subject: Targeted Rehabilitation Program (TRP)

Lead Dept: Housing & Neighborhood Revitalization

Action Requested: Execute a tri-party agreement for the Targeted Rehabilitation Program (TRP) to provide a grant on behalf of the Homeowner, to be paid directly to the Contractor, for rehabilitation work at 4045 Ranger Dr., Dallas, Texas 75212 in an amount not to exceed \$19,960.00.

Contract Number:	HOU-2020-00014268	Contract Term:	Effective Date of the AA above	to	One year
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Background: On August 26, 2020, City Council authorized an amendment to the City of Dallas Comprehensive Housing Policy to create a Targeted Rehabilitation Program for grants or loans to eligible residents in targeted neighborhoods, by Resolution No. 20-1220. Funds were appropriated for the Contractor pursuant to Resolution No. 21-0621, approved by Council on April 14, 2021. The term of the contract as to the Homeowner will continue for a period of 5 years.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0719	HOU	W488		3016	CD6 – W. Dallas	DO	\$19,960.00	
Financing:							TOTAL:	\$19,960.00

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.

Cynthia Rogers-Ellickson (Mar 20, 2024 15:28 CDT)
By Department Director

Mar 20, 2024
Date

Brian Beverly (Mar 21, 2024 07:55 CDT)
Approved as to Form by City Attorney

Mar 21, 2024
Date

Majed Al-Ghafry (Mar 20, 2024 23:19 CDT)
By City Manager

Mar 20, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245492

EFFECTIVE DATE

Mar 25, 2024

RECEIVED
CITY SECRETARY
DALLAS TEXAS
MAR 28 4:28 PM

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 15%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: WELCOMING AMERICA Supplier No. VC19407

Subject: WELCOMING INTERACTIVE 2024

Lead Dept: OFFICE OF EQUITY AND INCLUSION

Action Requested: AUTHORIZE AGREEMENT WITH WELCOMING AMERICA TO HOST THE 2024 WELCOMING INTERACTIVE

Contract Number: FHO-2023-00022031 Contract Term: 01/01/2024 to 04/12/2024

Background: DALLAS HAS BEEN SELECTED TO HOST THE WELCOMING INTERACTIVE ON APRIL 10-12TH, 2024. THIS INTERNATIONAL CONFERENCE ATTRACTS LOCAL GOVERNMENT REPRESENTATIVES TO DISCUSS EVIDENCED-BASED BEST-PRACTICES THAT PROMOTE IMMIGRANT INCLUSION. AS A HOST CITY, OEI STAFF WILL PARTICIPATE IN PLANNING AND COORDINATION FOR THE EVENT.

HUB Check appropriate Box

<https://mycpa.cpa.state.tx.us/tpasscmblsearch/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	\$0.00
						-	\$0.00
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Lindsay Wilson, PhD 3/25/2024
By Department Director Date

Suzanne Knuppel 3/28/24
Suzanne Knuppel (Mar 28, 2024 14:17 CDT)
Approved as to Form by City Attorney Date

[Signature] 03/25/2024
By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245493

EFFECTIVE DATE

Mar 28, 2024

RECEIVED
2024 MAR 29 AM 9:57
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 5%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: The Center for American and International Law Supplier No. 243239

Subject: Texas Command Leadership Academy

Lead Dept: Dallas Police Department

Action Requested: To authorize payment of \$48,366.00 to The Center for American and International Law for Leadership Training.

Contract Number: DPD-2024-00024338 Contract Term: 3/21/2024 to 3/20/2025

Background: Lieutenants and Professional Staff are a vital part of the Dallas Police Department, and this course will complement the training given by the Caruth Police Institute; serving to further develop and enhance management and leadership skills. This four (4) week course will focus on managing for change and importance of using teams & problem-solving techniques to improve performance, communication skills for leaders, as well as current ethics and leadership issues prevalent in a changing environment.

HUB Check appropriate Box <https://mycpa.cpa.state.tx.us/tpasscmblsearch/>
 YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
 YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
 NO, there are no HUB's in Dallas County to contact for this business category.
 NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
OS1N	DPD	6767		3364		- DPD-2024-00024338	\$48,366.00
						-	\$0.00
						-	\$0.00
Financing: LEOSE FUNDS						TOTAL:	\$48,366.00

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.

Martin Rojas (Mar 28, 2024 15:09 CDT)

Mar 28, 2024

Suzanne Kruppel (Mar 28, 2024 15:53 CDT)

Mar 28, 2024

By Department Director

Date

Approved as to Form by City Attorney

Date

Jon Fortune (Mar 28, 2024 15:47 CDT)

Mar 28, 2024

By City Manager

Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245494

EFFECTIVE DATE

Mar 28, 2024

STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 29 AM 11:06
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Marten Law, LLP Supplier No. VC29932

Subject: Professional Services Contract for Legal Services

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Marten Law, LLP for legal representation to the City of Dallas in connection with PFAS drinking water contamination. Not to exceed \$100,000

Contract Number: ATT-2024-00024562 Contract Term: 2/6/2024 to *Indefinite

Background: Marten Law, LLP was retained to provide the City of Dallas legal representation in connection with PFAS drinking water contamination including in In Re Aqueous Film-Forming Foams Product Liability Litigation, D.S.C. MDL No. 2:18-mn-2873-RMG (the "AFFF MDL") and to pursue claims, as appropriate, against federal defendants under the Federal Tort Claims Act ("FTCA"). The firm will be paid on an hourly-rate basis per the engagement letter attached to the contract. Not to exceed \$100,000. *The City Attorney can terminate the contract with 10 days' notice to the Firm.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	7015		3041		MASC ATT-2024-00024562	\$100,000.00	
						-		
						-		
Financing:							TOTAL:	\$100,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Aueh Powers
By Department Director

Mar 28, 2024
Date

Stephen T. Freeland
Approved as to Form by City Attorney

Mar 29, 2024
Date

[Signature]
By City Manager

Mar 28, 2024
Date



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245495

EFFECTIVE DATE

Mar 28, 2024

STF

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurement contracts made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 29 AM 11:10
CITY SECRETARY'S
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: Reynolds & Earle LLC Supplier No. VC27101

Subject: Professional Services Contract for Expert Consultant

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional service contract with Reynolds & Earle, LLC to provide consulting services to the City as expert economists in connection with the case styled *City of Corsicana, et al. v. City of Dallas*, District Court of Navarro County, Cause No. D13-22750-CV - Not to exceed \$25,000

Contract Number:	ATT-2024-00024559	Contract Term:	2/22/2024	to	*Indefinite
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Background: Reynolds & Earle, LLC will provide consulting services to the City as expert economists in connection with the case styled *City of Corsicana, et al. v. City of Dallas*, District Court of Navarro County, Cause No. D13-22750-CV. Consultant will be paid on an hourly rate basis per the Engagement Letter dated February 22, 2024. Not to exceed \$25,000. *The City Attorney can terminate the contract with 10 days' notice to consultant.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmb/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
- NO, the HUB requirement does not apply, because this AA does not involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		MASC ATT-2024-00024559	\$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 Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Aueh Powers
Aueh Powers (Mar 28, 2024 16:45 CDT)
By Department Director Date

Stephen T. Freeland
Stephen T. Freeland (Mar 29, 2024 09:50 CDT)
Approved as to Form by City Attorney Date

[Signature]
tc:broadmar (Mar 28, 2024 17:30 CDT)
By City Manager Date

STF



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245496

EFFECTIVE DATE

02/29/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached).
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2024 MAR 29 PM 1:14
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Supplier Name: SCV Law Firm, PLLC Supplier No. VC26659

Subject: Claim for Actual Reasonable Moving and Related Expenses-Nonresidential

Lead Dept: Department of Public Works

Action Requested: Approval of a Claim for Actual Reasonable Moving and Related Expenses Nonresidential on behalf of SCV law Firm, PLLC, who has been displaced as a direct result of property acquisition. SCV Law Firm, PLLC, is eligible to receive a payment in the amount of \$16,008.39

Contract Number:	PBW-2023-00020846	Contract Term:	2/26/2024	to	2/26/2025
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Background: On August 10, 2022, the City Council of the City of Dallas adopted Resolution 221139 to acquire property located at 7800 N. Stemmons Frwy, Dallas, Texas, to be used in conjunction with the Stemmons Project. SCV Law Firm, PLLC, was displaced as a direct result of this property acquisition. Chapter 39A of the Revised Code of Civil and Criminal Ordinances of the City of Dallas provides moving and related expenses for businesses displaced by governmental action. All requirements for this payment have been met.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/passcmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
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- NO, the HUB requirement does not apply, because this AA does *not* involve more than \$3,000 but less than \$50,000 for goods and services subject to competitive bidding that are not exempted by Local Government Code Section 252.022.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0150	DEV	3141		3599	DEV51604FE	CX- PBW-2023-00020846	\$16,008.39	
							\$0.00	
							\$0.00	
Financing:							TOTAL:	\$16,008.39

Contract Amendment Information:	Supplemental 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.

Ashley Tubanks
By Department Director Date Feb 26, 2024

[Signature]
Approved as to Form by City Attorney Date 3/27/24

[Signature]
By City Manager Date 2/29/24



City of Dallas

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

245497

EFFECTIVE DATE

03/20/2024

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$100,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- c. Professional / Personal / Planning / Other Service contracts: \$100,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$100,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Utility Access & Use Agreement
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2024 MAR 29 PM 2:03
 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 N/A

Supplier Name:	Oncor Electric Delivery Company, LLC	Supplier No.	N/A
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Subject: Oncor Utility Access & Use Agreement – Hertz EV Charging Stations

Lead Dept: Aviation

Action Requested: Authorize a Utility Access and Use Agreement with Oncor Electric Delivery for the installation of certain electrical utilities and equipment required to provide power for new EV Chargers to be installed by Hertz Corp. on its leasehold at Dallas Love Field.

Contract Number:	AVI-2024-00023938	Contract Term:	Upon Execution	to	Upon Termination
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Background: Hertz Corp. leases land at Dallas Love Field for its rental car operations and is in the process of installing new EV chargers on its leasehold to support its operations. As part of this project, Hertz has requested Oncor to install and maintain certain electrical equipment required to support and provide power for the new EV chargers.

HUB
Check appropriate Box
<https://mycpa.cpa.state.tx.us/tpasscmbi/search/>

- YES, we contacted at least two historically underutilized businesses (HUB's) on a rotating basis.
- YES, we contacted one HUB, because only one HUB exists in Dallas County for this business category.
- NO, there are no HUB's in Dallas County to contact for this business category.
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	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	N/A	N/A	N/A	N/A	N/A	N/A	- N/A	\$0.00
							-	\$0.00
							-	\$0.00
	Financing:							TOTAL:

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Patrick Carreño
 Patrick Carreño (Mar 20, 2024 14:38 CDT)
 By Department Director

Mar 20, 2024
 Date

Ashley Stockton
 Ashley Stockton (Mar 26, 2024 13:47 CDT)
 Approved as to Form by City Attorney

Mar 26, 2024
 Date

Kimberly Bizer-Tolbert
 Kimberly Bizer-Tolbert (Mar 20, 2024 16:31 CDT)
 By City Manager

Mar 20, 2024
 Date