



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190388

EFFECTIVE DATE

4-9-19

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

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

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

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

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

Vendor Name: Kleinfelder, Inc Vendor No. VC15559

Subject: Trinity Skyline Trail (Joint Use Maintenance Road) Material Testing

Lead Dept: Dallas Water Utilities - (19-01)

Action Requested: Authorize professional services contract for materials testing services related to flatwork, paving improvements in the Dallas Floodway Levee System from approximately Sylvan Avenue to SH 356 not to exceed \$48,934.95.

Contract Number:	DWU-2019-00009225	Contract Term:	4/9/19 <sup>MH</sup>	to	3/8/2020
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Background: Professional services contracts for material testing services during construction were previously performed through a Master Agreement. Since the Master Agreement no longer exists for these services, a separate agreement is now required to provide the material testing for each capital construction project. Professional Solicitation #BMZ1528 has provided a short list of qualified firms to provide these services. Kleinfelder, Inc. was selected for this project, see attached Special Needs Justification memo.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0063	SDM	W051	SD01	4113	PBSWW051	CX- DWU-2019-00009225
Financing: Stormwater Management Drainage Management Capital Construction							<b>TOTAL:</b>	\$48,934.95

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

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

By Department Director  
*[Signature]*

4/8/17  
Date

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

5/2/19  
Date

By City Manager  
*[Signature]*  
Date 04/09/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190389

EFFECTIVE DATE

2/28/2019

JP

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

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

SMITH - 9 M 2:27  
DALLAS, TEXAS

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

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

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

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

Vendor Name: Oncor Electric Delivery, LLC Vendor No. \_\_\_\_\_

Subject: Electrical system installation at Dallas Executive Airport Department: Aviation

Action Requested: Oncor to install electrical utilities at Dallas Executive Airport for the DCS Airplane Hangar project for City of Dallas operations, Department of Aviation, adjacent to Saturn Drive.

Contract Number: AVI-2019-00009624 Contract Term: \_\_\_\_\_ To: \_\_\_\_\_

Background: The DCS project is constructing hangars for City of Dallas operations and requires Oncor to install electrical utilities at Dallas Executive Airport, near Saturn Drive; this installation is no cost to the City and will support Department of Aviation operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
00			00			00	
<b>TOTAL:</b>							\$0.00

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: \_\_\_\_\_

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

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

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

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

By Department Director

*[Signature]*

DATE

2/27/19

Approved as to form by City Attorney

DATE

04/25/19

By Assistant City Manager

*[Signature]*

DATE

2/28/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190397

EFFECTIVE DATE

May 9, 2019

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

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

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

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

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

Vendor Name: Southwest Airlines Co. and Jason Bruges Studio, LTD Vendor No. \_\_\_\_\_

Subject: Supplemental Agreement No. 1 to Contract for fabrication and installation of public art at Dallas Love Field

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization to enter into Supplemental Agreement No. 1 to amend the contract schedule of delivery dates for the installation of the project to be completed by June 1, 2019.

Contract Number: OCA-2019-00010419 Contract Term: October 12, 2016 to June 1, 2019

Background: The City, Southwest, and Jason Bruges Studio, Ltd entered into that Office of Cultural Affairs Artist Services Contract dated October 12, 2016 for final design, fabrication and installation for site-specific artwork in the Pedestrian Walkway at Dallas Love Field, Dallas, Texas. Technical issues with the fabrication of LED lighting elements required the artist to re-manufacture the lighting and therefore final installation was delayed.

The City, Southwest, and the Consultant desire to amend the contract schedule of delivery dates for the installation of the project to be completed by June 1, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0
						-	
						-	
Financing:						No Cost	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
						\$ 0.00	%

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

*Jennifer Scripps*  
Jennifer Scripps (May 9, 2019)

By Department Director

05/09/2019

Date

*Shirley Roper*

Approved as to Form by City Attorney

05/13/2019

Date

*Josy Zapata*  
Josy Zapata (May 9, 2019)

By City Manager

05/09/2019

Date





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**190398**

EFFECTIVE DATE  
**5/15/19**

### INSTRUCTIONS

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

RECEIVED  
2019 MAY 16 PM 1:43  
CITY SECRETARY  
DALLAS, TEXAS

<b>VENDOR NAME</b>	Viking Construction, Inc.	<b>VENDOR NUMBER</b>	340268
<b>CONTRACT NAME</b>	2019 Slurry Seal and Polymer Modified Micro-Surfacing Project	<b>DEPARTMENT</b>	PBW

### ACTION REQUESTED

Authorize a zero Change Order No. 1 to the contract with Viking Construction, Inc. for construction services of the 2019 Slurry Seal and Polymer Modified Micro-Surfacing Project.

<b>CONTRACT NUMBER:</b>	<b>PBW-2019-00009531</b>	<b>CONTRACT TERM:</b>	<u>4/23/2019</u> To <u>9/30/2020</u>
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### BACKGROUND

This Change Order No. 1 will authorize the contractor and the Public Works Department to delete and add bid items at no additional cost to the City as needed to complete this project. This zero-change order will delete bid items 001 and 002 and add bid items 001A, 002A, and 3000. The completion date remains September 30, 2020. Please see Attachment "A".

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							<b>\$0.00</b>
PROGRAM NO.: <b>Various</b>			COMMODITY CODE:		FINANCING:		

### M/WBE INFORMATION

Place an X in the appropriate boxes:

<input type="checkbox"/> African-American	<input type="checkbox"/> Hispanic
Caucasian: Female <input type="checkbox"/>	Male <input type="checkbox"/>
<input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)	

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

### CHANGE ORDER DATA

Change Order No.	<u>1</u>	Original CR/AA No.	<u>19-0500</u>
Original CR/AA Date	<u>4/10/2019</u>	Original CR/AA Amount	<u>\$15,139,688.70</u>
Total of Previous Change Orders			<u>\$0.00</u>
Change Amount Including this Order			<u>\$0.00</u>
Total Change Order Percentage			<u>0.00%</u>

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

**5/15/19**





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190399

EFFECTIVE DATE

MAY 13 2019

### INSTRUCTIONS

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

RECEIVED  
 2019 MAY 16 PM 4:28  
 CITY SECRETARY  
 DALLAS, TEXAS

**VENDOR NAME** Texas Standard Construction, Inc. **VENDOR NUMBER** 339573  
**CONTRACT NAME** Moss Glen Site Improvements **DEPARTMENT** Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order #1 to increase in the construction contract with Texas Standard Construction, LTD. in the amount of \$36,624.87; thereby increasing the contract from \$718,595.00 to \$755,219.87.

**CONTRACT NUMBER:** PKR-2018-00007047 **CONTRACT TERM:** 120 Working Days To 170 Working Days

**BACKGROUND**  
 Change Order #1 consists of the following items: Furnish all materials, labor and equipment to complete "Milsap Stone Retaining Wall" for a cost of \$25,391.60 and "Drainage Improvements" for a cost of \$11,233.27, for a total change order amount of \$36,624.87; in accordance with the attached Contractors Proposals, both dated April 16, 2019.

All changes are owner requested.

FUNDING							
FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1T00	PKR	W150	COPK	4599	PKW150	CX PKR-2018-00007047	\$33,907.26
6T00	PKR	W150	COPK	4599	PKW150	CX PKR-2018-00007047	\$ 64.69
8T00	PKR	W150	COPK	4599	PKW150	CX PKR-2018-00007047	<u>\$ 2,652.92</u>
							\$36,624.87

**PROGRAM NO.:** See Program **COMMODITY CODE:** 91200 **FINANCING:** 2006 Bond Fund

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American  Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. One (1) Original CR/AA No. CR 18-1274

Original CR/AA Date 9/12/2018 Original CR/AA Amount \$718,595.00

Total of Previous Change Orders 0

Change Amount Including this Order \$36,624.87

Total Change Order Percentage 5.10%

### APPROVAL

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

BY DEPARTMENT DIRECTOR  
 [Signature] 5/14/19

DATE  
 5.13.19

Attested by: [Signature]

5/16/19

Robert Abtahi, President  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department

Anthony Beaker, Secretary  
 Park and Recreation Board

Memorandum

RECEIVED

2019 JUN 10 PM 3:38

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE 06/04/2019

TO City Secretary

SUBJECT **Correction to Administrative Change Order: 19-0467**

This is the first correction to the subject Administrative Change Order.

The subject Administrative Change Order was approved on 5/07/2019 authorized in the Chance Orcer No. 1 to serve contract with Northstar Construction, LLC.

Change(s) is needed to correct:

**Unit currently reads PKR should read PBW**

Current:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4U22	PKR	S622	HIBT	4599	PB12S622	PKR-2019-00008715	\$21,530.00

Correction:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4U22	PBW	S622	HIBT	4599	PB12S622	PKR-2019-00008715	\$21,530.00

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA, Director  
Park and Recreation Department

C: Project Manager  
Project File

OFS:  Approved  Denied Is ATT Approval Needed?  Y  N

OFS:

Signature

Date

Matthew Amend  
Print Name

*Handwritten initials/signature*

ATT:  Approved  Denied

Assistant City Attorney: \_\_\_\_\_  
Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Print Name





# ADMINISTRATIVE CHANGE ORDER

ADMINISTRATIVE ACTION NUMBER

190467

EFFECTIVE DATE

MAY 07 2019

CITY OF DALLAS

(See Administrative Directive 4-5)

**INSTRUCTIONS**

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

RECEIVED  
 2019 MAY 16 PM 1:23  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Northstar Construction, LLC	<b>VENDOR NUMBER</b>	VS0000051851
<b>CONTRACT NAME</b>	Timberglen Trail	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**

Authorize Change Order #1 to increase in the construction contract with Northstar Construction, LLC in the amount of \$21,530.00; thereby increasing the contract from \$817,770.00 to \$839,300.00.

<b>CONTRACT NUMBER:</b>	PKR-2019-00008715	<b>CONTRACT TERM:</b>	160 Working Days To 175 Working Days
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**BACKGROUND**

Change Order #1 to consists of the following items: Contractor shall provide additional work as noted in the attached Contractor's Proposal dated 4/23/2019, including additional fencing (4'-0" Ht.), integral concrete color, sidewalk retaining wall, removal of existing chain link fencing and irrigation adjustments at Elementary School.

All changes are owner requested.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4U22	PKR	S622	HIBT	4599	PB12S622	CX PKR-2019-00008715	\$21,530.00

PROGRAM NO.: See Program      COMMODITY CODE: 92500      FINANCING: 2017 Bond Fund

**M/WBE INFORMATION**

Place an "X" in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No.	One (1)	Original CR/AA No.	19-0100
Original CR/AA Date	1/09/2019	Original CR/AA Amount	\$817,770.00
Total of Previous Change Orders	0		
Change Amount Including this Order	\$21,530.00		
Total Change Order Percentage	2.63%		

**APPROVAL**

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

BY DEPARTMENT DIRECTOR *LE 5.7.19*  
*5/7/19* *WMM WMM*

DATE  
5.7.19

*Robert Abtahi*  
 Robert Abtahi, President  
 Park and Recreation Board

Date

Attested by: *Anthony Becker*  
 Anthony Becker, Secretary  
 Park and Recreation Board

Date

*5919*



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190468

EFFECTIVE DATE

APR 29 2019

### INSTRUCTIONS

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
APR 16 PM 4:28

<b>VENDOR NAME</b>	JC Commercial, Inc.	<b>VENDOR NUMBER</b>	VS*12563
<b>CONTRACT NAME</b>	Park Maintenance District 6 Service Center	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**

Authorize Change Order #7 to increase the construction contract with JC Commercial, Inc. in the amount of \$47,287.95; thereby increasing the contract from \$2,492,152.00 to \$2,539,439.95.

<b>CONTRACT NUMBER:</b>	PKR-2018-00006150	<b>CONTRACT TERM:</b>	755 Calendar Days To 801 Calendar Days
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**BACKGROUND**

Change Order #7 consists of the following items: **A)** add for front entry walkway finish material, **(B)** reception window alterations, **(C)** add two remove valves from fire main line per Fire Marshal underground inspection, **(D)** provide additional signage for 10770 address per Fire Marshal requirement, **(E)** provide added rain screen at tool transaction window 120D, **(F)** provide added thresholds at overhead doors at Training Room 127 south facade, **(G)** add several electrical outlets for third party Access Controls & Intrusion contractor, **(H)** modifications to window at Room 119 and **(I)** added concrete paving adjacent to Electrical Room 123 entry.

All changes are Owner requested.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4T00	PKR	P763	AJSF	4310	PKP763.1	CT PKR17019967	\$47,287.95

PROGRAM NO.: See Program      COMMODITY CODE: 91200      FINANCING: 2006 Bond Funds

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female       Male

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

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

**CHANGE ORDER DATA**

Change Order No. 7      Original CR/AA No. 16-1810

Original CR/AA Date 11/09/16      Original CR/AA Amount \$2,178,556.00

Total of Previous Change Orders \$313,596.00 / \$2,492,152.00

Change Amount Including this Order \$360,883.95 / \$2,539,439.95

Total Change Order Percentage 16.565%

RTW 4/24/19 LE 4-29-19      **APPROVAL**

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

BY DEPARTMENT DIRECTOR	DATE
<i>[Signature]</i>	4-29-19

Attested by:	Date
<i>[Signature]</i>	5/9/19

Robert Abtahi, President  
Park and Recreation Board  
Original-City Secretary Copy - Initiating Department

Date

Anthony Backer, Interim Secretary  
Park and Recreation Board

Date

Memorandum

RECEIVED  
2019 MAY 30 PM 2:20  
CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE May 30, 2019  
TO Billierae Johnson  
City Secretary

SUBJECT Correction to Administrative Action No. 19-0469

The subject Administrative Action was approved on May 1, 2019, authorizing Supplemental Agreement #1 to the contract with Vogel Alcove in an amount of \$10,000.00.

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

Typo  Financial/funding information  Obvious error from CR context

Administrative Action 19-0469 Funding Section should read as follows:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	355B		3070		MGT-2019-00008515	\$10,000.00

The correction is made to the FUND and UNIT.

Director (or designee.):  5/29/19  
Signature Date  
Jessica Gallegham  
Print Name

OFS:  Approved  Denied Is ATT Approval Needed?  Y  N

OFS:  5/30/19  
Signature Date  
Ausernia Vicente  
Print Name

*Handwritten initials and date: 8/5/19*





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

190469

EFFECTIVE DATE

5/1/19

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

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

RECEIVED  
 2019 MAY 23 PM 1:35  
 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

Vendor Name: Vogel Alcove Vendor No. 269533

Subject: Child Care Services Program - Supplemental Agreement #1

Lead Dept: MGT - Office of Community Care

Action Requested: Authorize Supplemental Agreement #1 to the contract with Vogel Alcove to provide child care services to homeless children for a period of April 1, 2019 - September 30, 2019. This item will allow Vogel Alcove to serve additional children.

Contract Number:	MGT-2019-00008515	Contract Term:	04/1/2019	to	9/30/2019
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Background: Vogel Alcove has been serving homeless families in the Dallas area, since 1986. Currently, they have the capacity to serve up to 200 young children and K-5 students daily. Their mission is to help young children overcome the lasting and traumatic effects of homelessness. They provide free, comprehensive services not otherwise provided by public or private entities. Their last program year (ending June 30, 2018), families receiving these services were referred to Vogel Alcove by 17 Dallas-area homeless shelters, domestic violence shelters, and housing programs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD18	MGT	865C		3070		MGT-2019-00008515	\$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
	1	19-5081	2/11/19	\$40,000.00	0	\$50,000.00	25%

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

*Mani Mani*  
By Department Director

*3/13/19*  
Date

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

*5/13/19*  
Date

*[Signature]*  
By City Manager

*5/1/2019*  
Date



# ADMINISTRATIVE CHANGE ORDER

CITY OF DALLAS

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**190477**

EFFECTIVE DATE  
**MAY 17 2019**  
CITY SECRETARY  
DALLAS, TEXAS  
**RECEIVED**  
MAY 24 AM 10:08

### INSTRUCTIONS

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

<b>VENDOR NAME</b>	3i Contracting, LLC	<b>VENDOR NUMBER</b>	VS 91700
<b>CONTRACT NAME</b>	SINGING HILLS RECREATION CENTER REPLACEMENT PROJECT - GYM. ADDITION	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Authorize an increase in the construction contract with 3i Contracting, LLC, in the amount of \$47,618.00; thereby increasing the contract from \$5,970,830.97 to \$6,018,448.97

<b>CONTRACT NUMBER:</b>	PKR-2018-00006540	<b>CONTRACT TERM:</b>	<u>365 Calendar Days</u> To <u>365 Calendar Days</u>
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**BACKGROUND**  
 Change Order #2 consists of the following items 1. Install a temporary conc. earth retention system of 15' deep and 180LF long.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V00	PKR	VB22	MMCF	4599	PK17VB22	CX PKR-2018-00006540	\$47,618.00

PROGRAM NO.: See Program      COMMODITY CODE: 91200      FINANCING: 2017 Bond Fund

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female       Male

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

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

**CHANGE ORDER DATA**

Change Order No.	<u>2</u>	Original CR/AA No.	<u>18-0942</u>
Original CR/AA Date	<u>6/27/2018</u>	Original CR/AA Amount	<u>\$5,950,000.00</u>
Total of Previous Change Orders	<u>\$20,830.97/\$5,970,830.97</u>		
Change Amount Including this Order	<u>\$68,448.97/\$6,018,448.97</u>		
Total Change Order Percentage	<u>1.138%</u>		

**APPROVAL**  
 RTW 5/16/19      LA 5.16.19

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.  
 BY DEPARTMENT DIRECTOR [Signature]      DATE 5.17.19

[Signature]      Date \_\_\_\_\_  
 Robert Abtahi, President  
 Park and Recreation Board

Attested by: [Signature]      Date 5/23/19  
 Anthony Becker, Interim Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

190478

EFFECTIVE DATE

MAY 17 2019

### INSTRUCTIONS

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

RECEIVED  
 2019 MAY 24 AM 10:08  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Artografx, Inc.	<b>VENDOR NUMBER</b>	357173
<b>CONTRACT NAME</b>	Park ID Signs (Group IV) at Various Locations	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**  
 Authorize Change Order #1, an increase in the construction contract with Artografx, Inc. in the amount of \$47,043; thereby increasing the contract from \$637,970 to \$685,013.

<b>CONTRACT NUMBER:</b>	PKR-2018-00005662	<b>CONTRACT TERM:</b>	5/15/19 To 8/7/19
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**BACKGROUND**  
 Change Order #1 consists of adding 13 new single-sided signs, 11 refurbished double-sided signs and 33 new seals as well as deducting 6 new double-sided signs. See attached contractor's change request dated May 7, 2019 for more details. The contractor has also requested a contract time extension of 65 additional calendar days (5/31/19 to 9/1/19), due to delays at no fault of their own. All changes are requested by the City of Dallas Park and Recreation Department.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
4T00	PKR	T249	CWPK	4599	PK06T249	CX-PKR-2018-00005662	\$47,043

PROGRAM NO.: See Program      COMMODITY CODE: 90640      FINANCING: Park and Recreation Facilities Fund

<p><b>M/WBE INFORMATION</b></p> <p>Place an <input type="checkbox"/> or <input checked="" type="checkbox"/> in the appropriate boxes:</p> <p><input type="checkbox"/> African-American    <input checked="" type="checkbox"/> Hispanic</p> <p>Caucasian: Female <input type="checkbox"/>    Male <input type="checkbox"/></p> <p><input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)</p> <p>M/WBE Certification Number: _____</p>	<p><b>CHANGE ORDER DATA</b></p> <p>Change Order No. <u>1</u>      Original CR/AA No. <u>180549</u></p> <p>Original CR/AA Date <u>4/11/18</u>      Original CR/AA Amount <u>\$637,970</u></p> <p>Total of Previous Change Orders <u>\$0.00</u></p> <p>Change Amount Including this Order <u>\$47,043</u></p> <p>Total Change Order Percentage <u>7.37%</u></p>
---	---

### APPROVAL

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

BY DEPARTMENT DIRECTOR	DATE
<i>[Signature]</i>	5.17.19

Attested by:	DATE
<i>[Signature]</i>	5/23/19

Robert Abtahi, President  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195895

EFFECTIVE DATE

Apr 18, 2019

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

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

RECEIVED  
2019 APR 18 AM 11:23  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: AAA Data Communications, Inc. Vendor No. 500286

Subject: Network & Data Cable Installation Services

Lead Dept: Communication & Information Services

Action Requested: Authorize supplemental agreement number 4 to extend the first exercised renewal option for a new term, October 23, 2019 to October 31, 2020.

Contract Number:	POM-2016-00001511	Contract Term:	10/23/2019	to	10/31/2020
------------------	-------------------	----------------	------------	----	------------

Background: The Network & Data Cable Installation Services contract provides voice and data cable installation equipment and service necessary to connect and operate computers and phone on City property

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						MA POM BH21513	\$0.00	
						-		
						-		
Financing:						No Cost Consideration to the City.	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
	4	17-1531	9/27/2017	\$6,122,090.62	\$0.00	\$0.00	0.00%

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

[Signature]  
By Department Director  
Feb 27, 2019  
Date

[Signature]  
Approved as to Form by City Attorney  
Apr 23, 2019  
Date

[Signature]  
By City Manager  
Apr 18, 2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195896

EFFECTIVE DATE

February 20, 2019

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

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

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

Vendor Name: Legge Lewis Legge LLC Vendor No. VS0000075971

Subject: Hillcrest Village Green PRK RFP Legge

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure artistic services of Legge Lewis Legge for the design proposal for Public Art at Hillcrest Village Green.

Contract Number: OCA-2019-00009231 Contract Term: 2/25/19 to 2/26/19

Background: The Public Art Program of the City of Dallas Office of Cultural Affairs requests the submission of a concept proposal for review by a Selection Panel for the design, fabrication and installation of a free-standing, outdoor public artwork gateway sculpture at Hillcrest Village Green. This is a new park at the corner of Hillcrest and Arapaho.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	PA57	PUBA	4425	PK17PA57	CX OCA-2019-00009231	\$1,500.00
Financing: 2017 Bond Fund							TOTAL: \$1,500.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (Feb 20, 2019)  
By Department Director

Feb 20, 2019  
Date

*Shirley Dyer*  
Approved as to Form by City Attorney  
Date

Apr 11, 2019  
Date

*Debra Starnes*  
Debra Starnes (Feb 20, 2019)  
By City Manager

Feb 20, 2019  
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

195897

### EFFECTIVE DATE

April 17, 2019

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

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

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

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

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

Vendor Name: Ofelia Faz-Garza Vendor No. VS88191

Subject: Cultural Contracts

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization to procure the services of Ofelia Faz-Garza for the following: plan, coordinate and execute the following cultural services on Saturday, April 20, 2019 from 11 am to 4 pm: 13 artist stations including but not limited to music, arts & crafts and games. Art stations will be located throughout the cultural center including galleries, lobby of auditorium, and/or plaza.

Contract Number: OCA-2019-00009691 Contract Term: 4/20/2019 to 4/20/2019

Background: The fee for this service will not exceed \$4,300.00. Consultant understands that the City of Dallas will pay for services as follows: one installment of \$2,150.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$2,150.00 within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4805		3089		CX OCA-2019-00009691	\$4,300.00	
Financing: General Fund							TOTAL:	\$4,300.00

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

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

Jennifer Scripps  
By Department Director

Apr 17, 2019  
Date

Approved as to Form by City Attorney

Apr 29, 2019  
Date

By City Manager

Apr 17, 2019  
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

195898

EFFECTIVE DATE

April 03, 2019

RECEIVED  
CITY SECRETARY'S  
OFFICE  
APR 11 2019 11:14 AM

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

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

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

Vendor Name: Culinaire International, Inc. Vendor No. 500344

Subject: Catering Services

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to pay for catering services at the Moody Performance Hall for Mayor's Creative Conversations, and the gallery art event for ART214, an OCA Art's Month production.

Contract Number:	OCA-2019-00010000	Contract Term:	4/8/2019	to	4/9/2019
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Background: Culinaire is the exclusive food and beverage provider for the Meyerson Symphony Center and Moody Performance Hall, per City's contract for concession services authorized by Council Resolution No. 18-0927 on June 27, 2018.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3070		CX OCA-2019-00010000	\$4,735
						-	
						-	
Financing: General Fund						TOTAL:	\$4,735

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

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

*Jennifer Scripps*  
Jennifer Scripps (Apr 3, 2019)  
By Department Director

Apr 3, 2019  
Date

*mpc*  
Marichette Samoles (Apr 18, 2019)  
Approved as to Form by City Attorney  
Apr 18, 2019  
Date

*Jessie Garcia*  
Jessie Garcia (Apr 3, 2019)  
By City Manager

Apr 3, 2019  
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

195899

EFFECTIVE DATE

April 05, 2019

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

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

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

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

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

Vendor Name: STUDIO SIX ART CONSERVATION, LLC Vendor No. VS90658

Subject: Cleaning of Seventh, Imago, and Buddhist Sculpture

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Studio Six Art Conservation, LLC for conservation and cleaning of Imago, Seventh and Buddhist Sculpture. The Conservator has prepared a preliminary condition report and confirmed the appropriate procedures.

Contract Number:	OCA-2019-00009796	Contract Term:	4/5/19	to	9/30/19
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Background: Imago at Texas Discovery garden needs to be cleaned. The dust on the surface of the ceiling mounted sculpture is visible from the ground. Seventh at Bishop Arts and the Buddhist Sculpture at Kidd Springs need to be cleaned and conserved. Three informal proposals were requested. Studio Six's is the most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4804		3070		CX- OCA-2019-00009796	\$7,340.00
						-	
						-	
Financing:		General Fund				TOTAL:	\$7,340.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (Apr 5, 2019)

By Department Director

Apr 5, 2019

Date

*Lakshmi Srinivasan*

Approved as to Form by City Attorney

Apr 9, 2019

Date

*Joey Zepeda*  
Joey Zepeda (Apr 5, 2019)

By City Manager

Apr 5, 2019

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

195900

EFFECTIVE DATE

April 15, 2019

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

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

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

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

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

Vendor Name: One Thirty Productions Vendor No. \_\_\_\_\_

Subject: Cultural Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant will produce and present a series of theatrical productions at the Bath House Cultural Center and five branch libraries (Hampton-Illinois, Lochwood, Bachman Lake, Pleasant Grove and Fretz Park) between January 1, 2019 and September 30, 2019. Exact dates of productions will be established by the participating City departments and locations but will be during the contract period.

Contract Number: OCA-2019-00009312 Contract Term: 1/1/2019 to 9/30/2019

Background: One Thirty Productions' primary mission is to produce a matinee series of plays targeted primarily at a senior audience. The company seeks to broaden the cultural, social, and continuing educational needs of its audience by producing plays that are "old fashioned" in the sense that they tell a good story, are filled with unforgettable characters, do not offend with questionable language and situations, and ultimately stimulate discussion and greater understanding of issues facing the senior demographic.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4833	CA02	3089		MASC OCA-2019-00009312	\$43,403.75
						-	
						-	
Financing: General Fund						TOTAL:	\$43,403.75

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

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

Jennifer Scripps  
Jennifer Scripps (Apr 15, 2019)

By Department Director

Apr 15, 2019

Date

Michele Samuels  
Michele Samuels (Apr 24, 2019)

Approved as to Form by City Attorney

Apr 24, 2019

Date

Jerry Garcia  
Jerry Garcia (Apr 15, 2019)

By City Manager

Apr 15, 2019

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

195901

### EFFECTIVE DATE

April 17, 2019

RECEIVED  
CITY SECRETARY  
APR 17 11 51 AM '19

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

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

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

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

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

Vendor Name: Rio Bravo Comics Vendor No. VS93485

Subject: Cultural Contracts

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization to procure the services of Rio Bravo Comics for the following services: plan, coordinate and execute the following lecture, presentations, and workshops for a Latino Comic Symposium at the Latino Cultural Center on Saturday, July 27, 2019 from 11 am to 5 pm. Lectures and presentations will include five different panel discussions in the auditorium from 11 am to 5 pm and 6 artist presentations and workshops from 11 am to 5 pm in the gallery wing of the center. Additionally, consultant will provide a lecture with renowned Latinx comic book artist Raul Gonzalez.

Contract Number: OCA-2019-00010028 Contract Term: 4/30/2019 to 7/27/2019

Background: The fee for this service will not exceed \$3,000.00. Consultant understands that the City of Dallas will pay for services as follows: one installment of \$1,500.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$1,500.00 within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4805		3089		CX OCA-2019-00010028	\$3,000.00
						-	
						-	
Financing: General Fund						TOTAL:	\$3,000.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (Apr 17, 2019)  
By Department Director

Apr 17, 2019  
Date

*Annand Byers*  
Approved as to Form by City Attorney  
Date

Apr 18, 2019  
Date

*Jorge Lopez*  
Jorge Lopez (Apr 17, 2019)  
By City Manager

Apr 17, 2019  
Date

# Memorandum

# RECEIVED

2019 MAY 22 PM 12: 16

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE: May 22, 2019  
  
TO: Billierae Johnson  
City Secretary

SUBJECT: Correction to Administrative Action No. 19-5902

The subject Administrative Action was approved on April 4, 2019, authorizing Supplemental Agreement #1 to the contract with Open Arms, Inc. dba Bryan's House in an amount of \$10,000.00.

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

Typo       Financial/funding information       Obvious error from CR context

Administrative Action 19-5902 Funding Section should read as follows:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	353B		3070		MGT-2019-00008557	\$10,000.00

The correction is made to the FUND and UNIT.

Director (or designee.):       5/22/19  
 Signature      Date  
Jessica Gallesher  
 Print Name

OFS:  Approved       Denied      Is ATT Approval Needed?  Y       NASH

OFS:       5/20/19  
 Signature      Date  
Asemin Vicente  
 Print Name

*8/5/2019*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195902

EFFECTIVE DATE

4-4-19 NH

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

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

CITY SECRETARY  
COMM-2 AMIC  
MGT-2019-00008557

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

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

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

Vendor Name: Open Arms, Inc. dba Bryan's House Vendor No. 266376

Subject: Child Care Services Program - Supplemental Agreement #1

Lead Dept: MGT - Office of Community Care

Action Requested: Authorize Supplemental Agreement #1 to the contract with Open Arms, Inc. dba Bryan's House to provide child care services for special needs children for a period of April 1, 2019 - September 30, 2019. This item will increase the contract amount by \$10,000 from \$40,000 to \$50,00 and allow Open Arms, Inc. dba Bryan's House to serve additional children.

Contract Number: MGT-2019-00008557 Contract Term: ~~12/17/2018~~ to 9/30/2019

Background: Bryan's House has been a Community Development Block Grant (CDBG) child care provider for children with Special Needs for the City of Dallas since 2006. They also are a recipient of the Housing Opportunities for Persons with AIDS (HOPWA) contract through the City of Dallas. Those funds are utilized to provide child care for HIV infected/affected children. Through a unique medical-education-therapy model, children at Bryan's House thrive from daily services while their families find long-term self-sufficiency. Bryan's House serves "working poor" families in 72 zip codes who have limited safety nets to sustain them when a crisis happens.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
CD18	MGT	865C		3070		MGT-2019-00008557	\$10,000.00	
						-		
						-		
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	19-5195	12-07-19	\$40,000.00	0	\$ 50,000.00	25%


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

*Mona S. Mack* 3/13/19  
By Department Director Date

*Taylor Floyd* TF 4/13/19  
Approved as to Form by City Attorney Date

*[Signature]* 4/4/19  
By City Manager Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	195903
		EFFECTIVE DATE
		4/30/19 KB

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: John A. Breyer Vendor No. \_\_\_\_\_

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with John A. Breyer, a geological expert to provide consulting services to the City of Dallas in connection with the case styled Trinity East Energy, LLC v. City of Dallas, Cause No. DC-14-01443. This contract shall not exceed \$25,000.


Contract Number: ATT-2019-00010291 Contract Term: 4/30/19 KB to Indefinite


Background: John A. Breyer, will provide expert geological consulting services to the City including, but not limited to, evaluating documents and evidence, preparing an assessment of petroleum potential, and providing testimony in depositions or in court, in connection with the case styled Trinity East Energy, LLC v. City of Dallas, Cause No. DC-14-01443. Mr. Breyer will be paid on an hourly rate basis, in addition to reasonable travel expenses, as provided by engagement letter dated April 22, 2019. This contract shall not exceed \$25,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0192	ORM	3890		3047		CX ATT-2019-00010291	\$25,000.00
							-	
							-	
Financing:							<b>TOTAL:</b>	\$25,000.00

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

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

 4.29.19  
 By Department Director Date

 5/1/2019  
 Approved as to Form by City Attorney Date

 4/30/2019  
 By City Manager Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195904

EFFECTIVE DATE

4/10/2019

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

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

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

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

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

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

Vendor Name: April Mendez Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: HOU-2019-00009906 Contract Term: To

Background: Ms. Mendez was approved for \$13,250 in DHAP assistance and indirect subsidy of \$15,000 (Development). DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							0.00

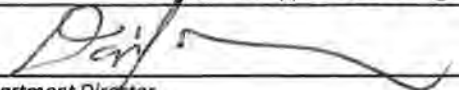
Project No: n/a Commodity Code: n/a Financing: n/a

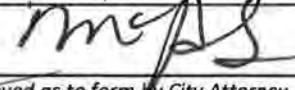
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director  DATE 4/9/19

Approved as to form by City Attorney  DATE 4/15/19

 DATE 4/10/19

By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195905

EFFECTIVE DATE

4/10/2019 TS

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

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

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

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

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

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

Vendor Name: Suzette Harper Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: HOU-2019-00009902 Contract Term: To

Background: Ms. Harper was approved for \$63,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							0.00 T.

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director [Signature] 4/9/19 DATE Approved as to form by City Attorney [Signature] 4/10/19 DATE

By Assistant City Manager [Signature] 4/10/19 DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 195906

EFFECTIVE DATE

4/24/2019 2019 MAY -2 AM 10:01 SA  
75

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

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

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

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

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

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

Vendor Name: Ana Laura Saldana Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: HOU-2019-00009975 Contract Term: To

Background: Ms. Saldana was approved for \$43,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							0.00

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

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director: *[Signature]* DATE: 4/24/19

Approved as to form by City Attorney: *[Signature]* DATE: 4/25/19

By Assistant City Manager: *[Signature]* DATE: 4/24/19



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**

**195907**

**EFFECTIVE DATE**

4/19/2019 TS

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

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

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

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

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

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

Vendor Name:	Luis Angel Recinos & Ana K. Yanez	Vendor No.:	n/a
Subject:	Dallas Homebuyer Assistance (DHAP)	Department:	HOU

Action Requested:	Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)		
Contract Number:	HOU-2019-00010062	Contract Term:	To

**Background:** Mr. Recinos was approved for \$52,000.00 in direct and indirect assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							0.00 <span style="float: right;">TS</span>

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

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director	4/18/19 DATE	Approved as to form by City Attorney	F 4/23/19 DATE
By Assistant City Manager	4/19/2019 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

195908

EFFECTIVE DATE

2-19-19 *[Signature]*

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

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

RECEIVED  
CITY SECRETARY  
-2 AM 11:59  
FEB 19 2019

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

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

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

Vendor Name: TL Creative Advertising LLC, dba vCreative, *INC. SC* Vendor No. VS99910

Subject: Programs Services

Lead Dept: Office of Cultural Affairs / WRR

Action Requested: WRR-FM is requesting authorization to sign a 36 month agreement with TL Creative, LLC, dba vCreative. The Sales Staff will use this cloud-based software for production orders workflow and promotions & events workflow.

Contract Number: OCA-2019-00009340 Contract Term: 02/01/19 to 01/31/22

Background: TL Creative will merge with WRR's existing AR Traffic software to assign production orders and or promotion events to the client's contract. This 36 month agreement shall be from February 1, 2019 to January 31, 2022. Contract shall not exceed \$36,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0140	OCA	1066		3099		MASC OCA-2019-00009340	\$36,000	
						-		
						-		
Financing:							TOTAL:	\$36,000

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

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

*[Signature]* 2/13/19  
By Department Director Date

*[Signature]* 2/8/19  
Approved as to Form by City Attorney Date

*[Signature]* 2/19/19  
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

195909

EFFECTIVE DATE

3/6/19 SI

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

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

CITY SECRETARY'S OFFICE  
DALLAS, TEXAS  
MAY -2 PM 12:05  
RECEIVED

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

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

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

Vendor Name: Hector Alcalde Vendor No. 338625

Subject: Personal Services Contract

Lead Dept: Office of Strategic Partnerships and Government Affairs

Action Requested: Authorize a personal services contract with Hector Alcalde for legislative services for a term of October 1, 2018 - October 31, 2018 with a rate of \$4,450.00.

Contract Number:	MGT-2019-00009667	Contract Term:	10/01/2018	to	10/31/2018
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Background: The City of Dallas contracts with lobbyists for state and federal legislative services. This action allows the City to pay for services performed in October not included in the current FY 2019 contract term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1978	OF01	3070		- MGT-2019-00009667	\$4,450.00
						-	
						-	
Financing:						TOTAL:	

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

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

*B. Wil*  
By Department Director

3-6-19  
Date

*Anna-Jennifer Holmes*  
Approved as to Form by City Attorney

4-29-2019  
Date

*CCB*  
By City Manager  
3/6/19  
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

195910

EFFECTIVE DATE

3/6/19 SI

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

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

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

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

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

Vendor Name: CapitalEdge Strategies, LLC Vendor No. VC0000008080

Subject: Personal Services Contract

Lead Dept: Office of Strategic Partnerships and Government Affairs

Action Requested: Authorize a personal services contract with CapitalEdge Strategies for legislative services for a term of October 1, 2018 - October 31, 2018 with a rate of \$13,333.33.

Contract Number:	MGT-2019-00009666	Contract Term:	10/01/2018	to	10/31/2018
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Background: The City of Dallas contracts with lobbyists for state and federal legislative services. This action allows the City to pay for services performed in October not included in the current FY 2019 contract term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1978	OF01	3070		- MGT-2019-00009666	13,333.33
						-	
						-	

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

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

*B. Wil*  
By Department Director

3-6-19  
Date

*Anna Bankesfi-Holmes*  
Approved as to Form by City Attorney  
Date

*[Signature]*  
By City Manager  
Date 3/6/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195911

EFFECTIVE DATE

3/6/19 SI

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

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

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

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

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

Vendor Name: Paul Schlesinger Vendor No. 338626

Subject: Personal Services Contract

Lead Dept: Office of Strategic Partnerships and Government Affairs

Action Requested: Authorize a personal services contract with Paul Schlesinger for legislative services for a term of October 1, 2018 - October 31, 2018 with a rate of \$2,633.33.

Contract Number:	MGT-2019-00009668	Contract Term:	10/01/2018	to	10/31/2018
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Background: The City of Dallas contracts with lobbyists for state and federal legislative services. This action allows the City to pay for services performed in October not included in the current FY 2019 contract term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1978	OF01	3070		- MGT-2019-00009668	\$2,633.33
						-	
						-	
Financing:						TOTAL:	

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

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

*[Signature]*  
By Department Director

3-6-19  
Date

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

*[Signature]*  
By City Manager  
Date 3/6/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195912

EFFECTIVE DATE

APR 22 2019

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

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

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

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

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

Vendor Name: Good Earth Corporation Vendor No. 510006

Subject: Park Maintenance District 4 Mowing Contract

Lead Dept: Park and Recreation

Action Requested: Authorize a contract in the amount of \$37,080.00 for Good Earth Corporation. The vendor will provide grounds maintenance services at Meadowstone, Kiest, Grady Niblo, Fox Hollow, Emerald Lake, Beckley Heights, and Mountain Creek Lake Parks.  
Contact-David Lopez 214-670-1986

Contract Number: PKR-2019-00009838 Contract Term: 04/22/2019 to 08/15/2019

Background: Good Earth, Inc. is a full-service landscaping company. This grounds maintenance contract will provide comprehensive mow trim, minor pruning, and weeding of ornamental beds to pertinent park locations within Park Maintenance District 4. This contract will cover services between the expiration date of the former 3-year grounds maintenance master agreement contract and the new 3-year grounds maintenance master agreement contract which is currently out for bid.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009838	\$37,080.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$37,080.00

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

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

*Winnie Winnie* 4.22.19  
By Department Director Date

*Christine Lerner* 4-24-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4/22/19  
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

195913

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: Dallas Parks Foundation (Friends of Bachman Lake) Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with Dallas Parks Foundation (Friends of Bachman Lake) for bi-annual litter and debris removal, mulching, and planting at Bachman Lake Park and along the Bachman Loop Trail. A map identifying the area is provided.  
Contact: Sloan Anderson (214) 670-0203

Contract Number: PKR-2019-00010071 Contract Term: 7/10/2019 to 7/9/2020

Background: The Friends of Bachman Lake is a committed friend's group that performs volunteer services dedicated to the community in which they work, live, and serve. They also donate funds to help make the Park a beautiful environment of leisure and fun for the families in the community and neighboring visitors.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2019-00010071	\$0.00	
Financing: No Cost							TOTAL:	\$0.00

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

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

*Unirun* 4-23-19  
By Department Director Date

*Christine Kanner* 4-30-2019  
Approved as to Form by City Attorney Date

*Japant* 4/25/19  
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

195914

EFFECTIVE DATE

MAR 28 2019

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

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

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

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

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

Vendor Name: Linda Smith-Ellis Vendor No. VS000009859

Subject: SPD- Line Dance Group Class

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement for \$3,000.00 for Linda Smith-Ellis. The vendor will provide line dance class for the seniors.

Contact Person: Daryl Quarles (214) 670-0355

Contract Number:	PKR-2019-000096469 LH	Contract Term:	4/3/2019	to	9/30/2019
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Background: Linda Smith-Ellis is a retired principal. She has been a line dance instructor for 6 years. She has been in various line dance performances for the City of Dallas, Dallas Police Department, State Fair of Texas, Celebration Station and other organizations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2109-000096469 LH	\$3,000.00	
Financing: Current Fund							TOTAL:	\$3,000.00

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

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

*Winn Winn*  
By Department Director Date 3.27.19

*[Signature]*  
Approved as to Form by City Attorney Attested by: Date 4/16/19

*[Signature]*  
Robert Akroni, President  
Park and Recreation Board

*[Signature]*  
By City Manager Date 3/28/19

*[Signature]*  
Secretary  
Park and Recreation Board





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195915

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: MSBL/North Texas Amateur Baseball League Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize an agreement with MSBL/North Texas Amateur Baseball League to maintain the appearance of the fields at Reverchon Ball Park. The League will maintain the fields in the same condition or higher per PKR requirements. This will include mowing, edging, trimming, weeding, and the cleaning of the areas including the fence line and batting cage areas.  
Contact: Sloan Anderson

Contract Number:	PKR-2019-00010053	Contract Term:	7/5/2019	to	7/4/2020
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Background: MSBL/North Texas Amateur Baseball League was established to help kids by creating a healthy, fit, and active lifestyle through baseball and national tournaments.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00010053	\$0.00
						-	
						-	
Financing:						No Cost	TOTAL: \$0.00

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

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

*Winnie Cimmar* 4.23.19  
By Department Director Date

*Christine Tanner* 4-30-2019  
Approved as to Form by City Attorney Date

*Jaymatans* 4/25/19  
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

195916

EFFECTIVE DATE

4-25-19 SA

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

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

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

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

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

Vendor Name: Westmoreland Heights Neighborhood Association Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: The Westmoreland Heights Neighborhood Association has committed to a quarterly cleanup project in the West Dallas Community that will consist of a litter and debris pickup in Tipton Park, for a cleaner, healthy and safer environment for the neighboring families.  
Contact: Sloan Anderson 214-670-0203

Contract Number:	PKR-2019-00010056	Contract Term:	9/14/2019	to	9/13/2020
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Background: The Westmoreland Heights Neighborhood Association is a dedicated Community Group, focused on the financial, social and economic well being and betterment of the residents in the West Dallas area, through community engagement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2019-00010056	\$0.00
						-	
						-	
Financing:						No Cost	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.

*Umm Umm* 4-23-19  
By Department Director Date

*Christine Tanner* 4-30-2019  
Approved as to Form by City Attorney Date

*Jepson* 4/25/19  
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

195917

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: Beyond the Brand Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with Beyond the Brand at Pike Park to refresh lines already on outdoor basketball court (3-point, free throw and goal line.) Also, replace backboards on basketball court to Park standard or above at no cost to the City.  
Contact: Sloan Anderson (214) 670-0203

Contract Number: PKR-2019-00010130 Contract Term: 7/15/2019 to 7/14/2020

Background: Beyond the Brand is a sports organization created to preserve an atmosphere that maximizes youth participation in sports, on a level that nurtures development of life skills and encourages dedication and hard work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2019-00010130	\$0.00
						-	
						-	
Financing:						No Cost	TOTAL: \$0.00

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

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

*Winnie Winnie* 4-23-19  
By Department Director Date

*Christine Amner* 4-30-2019  
Approved as to Form by City Attorney Date

*Joynt* 4/25/19  
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

195918

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: Friends of Maria Luna Park Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with Friends of Maria Luna Park to perform PKR-approved cleanups at Maria Luna Park to include litter and debris cleanups, planting flowers, weeding and mulching.  
Contact: Sloan Anderson (214) 670-0203

Contract Number: PKR-2019-00010114 Contract Term: 7/10/2019 to 7/9/2020

Background: Friends of Maria Luna Park is a dedicated Neighborhood Group focused on improving the quality of life in the neighborhood through the enrichment of beautification projects in the Park, thereby making better neighborhoods and communities.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2019-00010114	\$0.00
						-	
						-	
Financing:						No Cost	TOTAL: \$0.00

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

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

*Umm Umm* 4-23-19

By Department Director

Date

*Christine Lanner* 4-30-2019

Approved as to Form by City Attorney

Date

*[Signature]*  
By City Manager

4/25/19  
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

195919

EFFECTIVE DATE

MAR 28 2019

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

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

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

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

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

Vendor Name: Gumesinda Fonseca Vendor No. VS000014096

Subject: Zumba and Yoga Group Classes

Lead Dept: Park and Recreation

Action Requested: Authorize a master agreement for \$3,000.00 for Gumesinda Fonseca. The vendor will provide Zumba and Yoga classes for the seniors.  
Contact Person: Daryl Quarles 670-0355

Contract Number: PKR-2019-00009650 Contract Term: 4/15/2019 to 9/30/2019

Background: Gumesinda Fonseca has been a Zumba and Yoga instructor for 10 years. She has been teaching Yoga and Zumba for 6 years at the YMCA. She also teaches Silver Sneakers (seniors' class) and Chair Yoga for seniors.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2019-00009650	\$3,000.00
						-	
						-	
Financing: Current Fund						TOTAL:	\$3,000.00

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

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

*[Signature]* 3.27.19  
By Department Director Date

*[Signature]* 4/16/19  
Approved as to Form by City Attorney Attested by: Date

*[Signature]*  
Robert Astabhi, President  
Park and Recreation Board

*[Signature]* 3/28/19  
By City Manager Date

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195920

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: Dallas Classic Baseball Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with Dallas Classic Baseball to perform service enhancements at White Rock Lake Winfrey Point by performing general maintenance on the baseball fields.  
Contact: William Stonum (214) 671-0264

Contract Number:	PKR-2019-00010177	Contract Term:	6/15/2019	to	6/14/2020
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Background: Dallas Classic Baseball is an organization that has been a partner with the City of Dallas and wishes to continue to work with the City by ways of entering into an agreement to maintain the baseball athletic fields at White Rock Lake Winfrey Point.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-00010177	\$0.00
						-	
						-	
Financing:						No Cost	TOTAL: \$0.00

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

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

*William Stonum* 4-23-19  
By Department Director Date

*Christine Tanner* 4-30-2019  
Approved as to Form by City Attorney Date

*William Stonum* 4/25/19  
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

195921

EFFECTIVE DATE

APR 10 2019

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

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

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

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

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

Vendor Name: Royal Imaging Vendor No. VC000001357

Subject: Document Scanning

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$12,300.00 for Royal Imaging. The vendor will provide scanning and archiving services for the Park Department.

Tony Becker (214) 670-4078  
Contract Number: PKR-2019-00009919 Contract Term: 4/1/19 to 9/30/19

Background: Royal Imaging provides scanning and digitizing services for corporations, cities and states, and hospitals throughout the region and country. They take paperwork files and scan them to digital recognition to make the contents searchable and reduce file size and the need for abundant filing cabinet space.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5168		3070		CX- PKR-2019-00009919	\$12,300.00	
Financing:							TOTAL:	\$12,300.00

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

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

*Umm Ummer* 4.9.19  
By Department Director Date

*[Signature]* 4/12/19  
Approved as to Form by City Attorney Date

*[Signature]* 4-10-19  
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

195922

EFFECTIVE DATE

04/22/2019

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

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

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

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

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

Vendor Name: Japan American Society Dallas Fort Worth Vendor No. VC20033

Subject: 2019 Membership and Sponsorship

Lead Dept: Office of Economic Development

Action Requested: Approval of 2019 Membership to Japan American Society Dallas Fort Worth and sponsorship for 2019 Sun & Star Legacy.

Contract Number:	ECO-2019-00010194	Contract Term:	04/22/2019	to	04/21/2020
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Background: The Business and Networking Program will allow the City to more directly conduct outreach efforts to prospective investors and businesses in Japan, as well as develop more directly a relationship with Japanese firms in the area (expected to continue to grow). Local newspaper DMN called DFW "a beacon for companies from Japan and beyond,...", through Jan 2019, 242 (170 in 2016) Japanese business operations in North Texas, "...and the number continues to grow. Since 2003, at least 175 Japanese projects have led to \$19 billion in investment statewide... without counting the bullet train proposed for Dallas to/from Houston". Through the membership the City will have "... opportunities to attend seminars/events that provide in-depth look at key trends in U.S.-Japan economic, political, and security relations with particular relevance to North Texas business and trade, as well as, connect with senior executives engaged in Texas-Japan business. Also include the City's logo at their website, monthly newsletter, at corporate roster of major events, complimentary job postings,... Sponsorship to include an add in the printed program and name recognition at a table for the event. Attendees to the event expected to include major/medium/smaller Japanese corporations in the region and other parts of the State of Texas, The Consul General of Japan (Houston) and US-Japan Council members.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ECO	1168		3340		CX- ECO-2019-00010194	2,500.00
0001	ECO	1168		3320		CX- ECO-2019-00010194	2,750.00
Financing:						<b>TOTAL:</b>	5,250.00

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
						\$ 0.00	%

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

By Department Director: Date: 4/19/19

Approved as to Form by City Attorney: Date: 4/22/19

By City Manager: Date: 4/22/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195923

EFFECTIVE DATE

4/25/19

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

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

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

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

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

Vendor Name: REECE SUPPLY CO OF DALLAS INC Vendor No. 048284

Subject: Purchase Solvent Printer (decal machine), Training, and Technical Support

Lead Dept: Dallas Fire Rescue

Action Requested: Authorize purchase, training, supplies, and technical support for a solvent printer (decal machine).


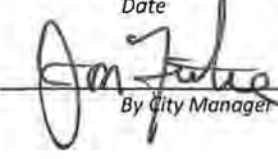
Contract Number: MASC-DFD-2019-00009790 Contract Term: 03/11/2019 to 09/30/2023

Background: The current decal system is over 20 years old and no longer working with the new Microsoft software. The attempt to upgrade to the current Microsoft Word did not work. The successful bidder will be required to install the Solvent Printer, Laminator, and Plotter. Training will be required by the successful bidder on how to utilize the new equipment and software. Bid Tabulation for IFS B6190712 is attached for total amount of \$35,395.00 (Subject Appropriation)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	MA01	DF01	4890		-	\$35,395.00	
						-		
						-		
Financing:							TOTAL:	\$35,395.00

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

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


4-16-19
Don Knight
5/1/19  
 By Department Director Date Approved as to Form by City Attorney Date  

4-25-19  
 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

195924

EFFECTIVE DATE

4-11-2019 *JA*

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

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

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

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

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

Vendor Name: Community Council of Greater Dallas Vendor No. 227403

Subject: Training for Self-Sufficiency Program

Lead Dept: Office of Community Care

Action Requested: Approval of Administrative Action for a contract with Community Council of Greater to provide Financial Empowerment and Workforce Training under the Training for Self-Sufficiency Program at the MLK Community Center and the West Dallas Multipurpose Center.

Contract Number: OCC 2019 00010095 Contract Term: ~~April 1, 2019~~ to Sept 30, 2019

Background: The Community Council of Greater Dallas- Whole Family Care Financial Empowerment and Workforce Training Program provides employment and career counseling, one on one financial coaching and education and low-cost financial products that help build credit, savings and assets to low- and moderate-income individuals and families in Dallas, Tx. The program will provide these serves in an integrated format, rather than a standalone service, helping clients reach their financial and career goals for long term self-sufficiency.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
CD18	MGT	815C		3017		occ- 2019-00010095	\$50,000	
						-		
						-		
Financing:							TOTAL:	\$50,000

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

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

*[Signature]*  
By Department Director

4/11/19  
Date

*[Signature]*  
By City Manager

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

4/11/2019  
Date

5/2/19  
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

195926

EFFECTIVE DATE

1-3-19

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

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

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

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

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

Vendor Name: PACIFY HEALTH, INC. L.L.C. *PH* Vendor No. VS99456

Subject: Lactation Hotline Support

Lead Dept: Office of Community Care / WIC Program

Action Requested: Request a Professional Services Agreement between the Dallas Women Infant Children (WIC) program and Pacify Health, Inc. for 24/7 hotline services. This contract is to pay for the services beginning of ~~December 1, 2018~~ *1/3/2019* to ~~September 30, 2019~~ *January 3, 2019*

Contract Number: MGT- 2018-00006922 Contract Term: ~~12/01/2018~~ *1/3/2019* to 9/30/2019

Background: Pacify's Lactation Support Hotline Services shall provide after-hours, on-call telephone consultations for calls received through the Texas Lactation Support Hotline. Lactation support shall be available to WIC and non-WIC residents to cover gaps in available services. Research shows that adequate, timely support is critical to increasing initiation and duration of exclusive breastfeeding, and the U.S. Surgeon General has repeatedly called for public health officials to increase access to IBCLCs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
f551	MGT	3844	EH99	3099		MGT-2019 00008958	\$42,000.00	
Financing:							TOTAL:	\$42,000.00

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

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

*[Signature]*  
By Department Director

*[Signature]*  
1/2/19  
Date

*[Signature]*  
By City Manager

*[Signature]*  
Approved as to Form by City Attorney  
1/3/19  
Date

4/30/19  
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

195927

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: TR Hoover Community Center Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with TR Hoover Community Center for litter and debris removal at Peary Park. A map identifying the area is provided.  
Contact: Williams Stonum (214) 671-0264

Contract Number:	PKR-2019-00010178	Contract Term:	6/14/2019	to	6/13/2020
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Background: TR Hoover Community Center consists of local community and residents of South Dallas. The group is specific to litter debris removal at Peary Park. There is no cost to the city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	- PKR-2019-00010178	\$0.00
						-	
						-	
Financing:						No Cost	TOTAL: \$0.00

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

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

*Winnie Winnie* 4-23-19  
By Department Director Date

*Christine Turner* 4-3-2019  
Approved as to Form by City Attorney Date

*Jay Stinson* 4/25/19  
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

195928

EFFECTIVE DATE

May 3, 2019

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

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

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

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

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

Vendor Name: SHI Government Solutions Vendor No. 502145

Subject: Gemba Software Services

Lead Dept: Communication and Information Services

Action Requested: Authorize subscription agreement to access the Gemba software ProcedureFlow products for 130 end-users, pursuant to the terms and conditions of Omnia Partners cooperative contract #2018011-02.

Contract Number:	DSV-2019-00009850	Contract Term:	4/8/2019	to	4/7/2021
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Background: Gemba is an online cloud-based knowledge management subscription that captures and manages processes used by the City of Dallas 311 Call Center. The tool reduces training by assisting call agents with tools on how to answer and respond to incoming non-emergency phone calls.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	1256		3070		MASC DSV-2019-00009850	\$56,425.54
						-	
						-	
Financing: Data Services Funds						TOTAL:	\$56,425.54

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

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

Hugh Miller  
Hugh Miller (Apr 2, 2019)  
By Department Director

Apr 2, 2019  
Date


Barbara A. McAninch  
Barbara A. McAninch (May 6, 2019)  
Approved as to Form by City Attorney B.A.M.C.  
Date

SHI

Josely Zapata  
Josely Zapata (May 3, 2019)  
By City Manager

May 3, 2019  
Date

CONTRACT REQUIRED

 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.	195929
		EFFECTIVE DATE
		MAR 08 2019

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

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

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

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

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

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

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

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

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

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

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

Vendor Name: Linda Tycher & Associates, Inc. Vendor No. 125130

Subject: Martin Luther King Jr. Park - Playground Replacement

Lead Dept: Park and Recreation Department

Action Requested: Authorize a Professional Services contract with Linda Tycher & Associates, Inc. in the amount of \$19,800.00 for the design and replacement of the MLK Park Playground.

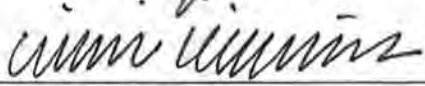
Contract Number:	PKR-2019-00009352	Contract Term:	NTP	to	12 mos.
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Background: Linda Tycher & Associates, Inc. was selected to be the most qualified consultant for this project through the RFQ process issued on May 9, 2018 by the Park and Recreation Department. Services shall include survey, playground, and accessible route to the playground as stated in the attached Consultant's proposal.

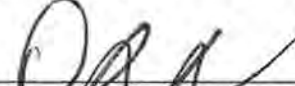
	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	1V00	PKR	VB90	PLGI	4111	PK17VB90	CX- PKR-2019-00009352	\$19,800.00
							-	
							-	
	Financing: 2017 Bond Fund						<b>TOTAL:</b>	\$19,800.00

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


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

  
 By Department Director
 

 3.05.19  
 Date
 

  
 Approved as to Form by City Attorney
 

 04-30-19  
 Date

  
 By City Manager
 

 3-8-19  
 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

195930

EFFECTIVE DATE

APR 25 2019

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

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

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

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

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

Vendor Name: Dunaway Associates, L.P. Vendor No. VS0000059194

Subject: Six Spraygrounds – Various Locations

Lead Dept: Park and Recreation Department

Action Requested: Authorize a Supplemental Agreement Number 1 with Dunaway Associates, L.P. in the amount of \$47,300.00, thereby increasing the contract from \$878,000.00 to \$925,300.00.

Contract Number:	PKR-2018-00006681	Contract Term:	N/A	to	N/A
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Background: The Supplemental Agreement is for additional coordination meetings for the expedited schedule, bi-weekly City staff meetings, coordination with Sustainable Development, coordination with Office of Environmental Quality, additional survey work, design revisions due to survey conditions, preparation of documentation for street abandonment and preparation of documents for public utility improvements for six spraygrounds located in: Grauwlyer Park (VB42), K.B. Polk Park (VB44), Nash-Davis Park (VB77), Jaycee Zaragoza Park (VB76), Kleberg Park (VK14), and Timberglen Park (VK66) as identified in the 2017 Bond Program.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB42	AQFC	4111	PK17VB42	CX PKR-2018-00006681	\$ 5,000.00
1V00	PKR	VB44	AQFC	4111	PK17VB44	CX PKR-2018-00006681	\$11,000.00
1V00	PKR	VB77	AQFC	4111	PK17VB77	CX PKR-2018-00006681	\$ 1,500.00
1V00	PKR	VB76	AQFC	4111	PK17VB76	CX PKR-2018-00006681	\$23,500.00
1V00	PKR	VK14	AQFC	4111	PK17VK14	CX PKR-2018-00006681	\$ 2,300.00
1V00	PKR	VK66	AQFC	4111	PK17VK66	CX PKR-2018-00006681	\$ 4,000.00
Financing: 2017 Bond Fund						TOTAL:	\$47,300.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-0996	6/27/2018	\$878,000.00	\$0.00	\$ 925,300.00	5.38%

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

*[Signature]*  
By Department Director Date 4-19-19

*[Signature]*  
Approved as to Form by City Attorney Date 5/1/2019

*[Signature]*  
By City Manager Date 4/25/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195931

EFFECTIVE DATE

4-25-19 SA

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

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

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

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

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

Vendor Name: Samantha Harvey Vendor No. VS100009

Subject: Contract Fee Instructor

Lead Dept: Park and Rec

Action Requested: Authorize a personal service agreement of \$10,000.00 with Samantha Harvey. The vendor will provide Arts and Crafts classes to the citizens of Dallas  
Contact: Steve Baker: 214-670-8885

Contract Number: PKR-2019-00010106 Contract Term: 05/09/2019 to 09/30/2019

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

FUND	DEPT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR		3064		CX PKR-2019-00010106	\$10,000.00	
					-		
					-		
Financing:		Current FY				TOTAL:	\$10,000.00

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

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

*[Signature]* 4-23-19  
By Department Director Date

*[Signature]* 4-30-2019  
Approved as to Form by City Attorney Date

*[Signature]* 4/25/19  
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

**195932**  
EFFECTIVE DATE

May 1, 2019

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

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

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

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

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

Vendor Name:	<b>SHELLEY PAUL</b>	Vendor No.	VC18389
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall provide a project titled "A Taste of Harlem in 3 Acts: Music, Poetry, and Dance". This project is a community education component of the Harlem Renaissance Extravaganza and Festival. The project includes three interactive lecture demonstrations: One that explores the influence of the music of Duke Ellington on contemporary Jazz, one that introduces participants to the tap dance styles of the Harlem Renaissance, and one that exposes participants to the leading Harlem Renaissance poets such as Langston Hughes, Countee Cullen, etc. Participants will create their own poems based on these poets. These lecture presentations will be free and open to the public. They will be available to Dallas residents of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number:	OCA-2019-00009545 (00024338)	Contract Term:	5/3/19	to	9/30/2019
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**Background:** The fee for this service is **\$6,750.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,375.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,375.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$6,750.00	
Financing: General Fund							<b>TOTAL:</b>	\$6,750.00

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

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

Jennifer Scripps  
Jennifer Scripps (May 1, 2019)  
By Department Director

May 1, 2019  
Date

Christen Sutton  
Christen Sutton (May 2, 2019)  
Approved as to Form by City Attorney

May 2, 2019  
Date

[Signature]  
By City Manager

May 1, 2019  
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

195933  
EFFECTIVE DATE

4/25/2019 AA

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

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

RECEIVED  
CITY SECRETARY'S  
OFFICE  
MAY 10 AM 11:30  
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 AA

Vendor Name: National Elevator Inspection Services Inc. Vendor No. VS86490

Subject: Third Party Elevator & Escalator Inspections and Related Consulting Services

Lead Dept: Building Services

Action Requested: Authorized National Elevator Inspection Services Inc. to perform safety inspections and issue annual operating permits for elevators, escalators and other lifting devices throughout City of Dallas facilities and provide optional related consulting services. Pricing to remain available for any necessary items during the six-month grace period to allow for transition to multi years contract.

Contract Number: BSD-2019-00010158 Contract Term: 05/01/19 to 04/30/20

Background: This action will authorize the services of National Elevator Inspection Services Inc. to perform safety inspections and annual permits inspections for all elevators, escalators and other lifting devices for the City of Dallas facilities. The TDLR requires that all elevators and escalators be inspected by a third-party vendor annually. The selection of the firm was based on the NCPA (National Cooperative Purchase Agreement) NCPA Contract #02-51.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	BSD	3068		3070		CX BSD-2019-00010158	\$69,920.00	
						-		
						-		
Financing:							TOTAL:	\$69,920.00

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

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

*[Signature]*

By Department Director

4/24/2019

Date

*[Signature]*

Approved as to Form by City Attorney

05/10/2019

Date

*[Signature]*

By City Manager

4/25/19

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

195934

EFFECTIVE DATE

May 06, 2019

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

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

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

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

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

Vendor Name: Hyland Software, Inc. Vendor No. VS0000073962

Subject: OnBase Contract Merger for SEC and DEV Agreements

Lead Dept: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 8 to (1) merge contracts DSV-2016-00000879 and SEC-201800006687 into one agreement; and (2) allow for a version upgrade of the OnBase software.

Contract Number:	DSV-2016-00000879	Contract Term:	5/1/2019	to	6/30/2020
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Background: The City entered into an acquisition contract for a Turnkey System, Software and Services for a electronic document management system for the Development Services department in 2012. In 2018, the City Secretary's Office entered into a separate agreement for a Web-Based OnBase Committee Application. This action will combine the two contracts into one cohesive agreement.

Upgrade of the OnBase software to the latest version is necessary to move to the Windows 10 operating system, the City's preferred platform. This change allows the City to begin migrating the on-premise software to Hyland's cloud solution for better product management and support while creating a better foundation for expansion as other departments come aboard to utilize the application.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0897	DSV	3719		3070		CT DSV-2016-00000879	\$22,856.96	
						-		
						-		
Financing:							TOTAL:	\$22,856.96

Contract Amendment Information:	Supplemental 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
	8	12-2423	9/26/2016	\$673,226.87	\$172,531.69	\$868,615.52	29.02%

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

*Joey Zanata*

05/06/19

By Department Director

Date

*Barbara A. McAninch*

Barbara A. McAninch (May 7, 2019)

05/07/19

Approved as to Form by City Attorney

*BAMC*  
BAMC

Date

*Joey Zanata*  
Joey Zanata (May 6, 2019)

05/06/19

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.

<b>ADMINISTRATIVE ACTION</b>
<b>195935</b>
<b>EFFECTIVE DATE</b>
<b>MAR 20 2019</b>

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

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

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

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

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

Vendor Name: SmartDots LLC Vendor No. VS99856

Subject: Husqvarna Automower and Setup

Lead Dept: Park and Recreation

Action Requested: Authorize a service contract with SmartDots LLC for the installation of boundary/guide wire for three (3) Husqvarna Automowers at the Kiest Park athletic field complex soccer fields #14 and #15.  
Contact: David Lopez 214-670-1986

Contract Number: PKR-2019-00009440 Contract Term: 03/15/2019 to 06/01/2019

Background: SmartDots is a smart solutions service provider and one of two Husqvarna Certified Automower Dealers in north Texas. A Husqvarna Automower is a commercial-grade robotic mower that is powered by a lithium battery and self-charges. It also uses GPS technology for self-operation. Sensors and alarms are built in the core of the unit for safety and security.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0341	PKR	5784		3210		CX- PKR-2019-00009440	\$13,014.46
Financing: Program # 0341-18-5784 -104 Commodity- 98836							TOTAL: \$13,014.46

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

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

*Winn Winn* 3-19-19  
By Department Director Date

*Christine Lamm* 4-24-2019  
Approved as to Form by City Attorney Date

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Jay...* 3/20/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195936

EFFECTIVE DATE

May 7, 2019

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.

CITY SECRETARY  
DALLAS, TEXAS  
MAY 10 AM 8:59  
RECEIVED

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

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

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

Vendor Name: DF Market Holdings, LLC dba DF Market 1, LLC Vendor No. VS0000082184

Subject: Dallas Farmers Market Domain Name

Lead Dept: Communication and Information Services

Action Requested: Delegate DF Market Holdings, LLC dba DF Market 1, LLC access to Dallas Farmers Market domain

Contract Number: DSV-2019-00010316 Contract Term: to

Background: This agreement will delegate access to the Dallas Farmers Market domain to the managing company. In doing so, the City will retain ownership of the domain, while allowing the managing company access to act as an administrator and pay fees. The managing company will retain delegate access for as long as the management agreement remains in place.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						N/A	\$0.00
Financing: Data Services Funds						TOTAL:	\$0.00

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

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

By Department Director \_\_\_\_\_ Date May 6, 2019

By City Attorney Don Knight \_\_\_\_\_ Date May 7, 2019

By City Manager Jay Brown \_\_\_\_\_ Date May 7, 2019





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195937

EFFECTIVE DATE

May 7, 2019

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 9 9:00 AM

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements, made through interlocal or cooperative agreements.
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- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

Vendor Name:	iTK Technologies, LLC	Vendor No.:	VS96877
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Subject:	Lawson/HRIS Implementation and Support Services
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Lead Dept:	Communication and Information Services
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Action Requested:	Authorize a professional service contract for 80 hours of on-site professional maintenance support services and 210 hours of remote support services for Lawson/HRIS systems.
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Contract Number:	DSV-2019-00010025	Contract Term:	5/1/2019	to	0/0/2020
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**Background:** iTK will provides support services for the City of Dallas Human Resource Payroll applications for system design, coding, implementation, and report writing services. This agreement will allow incident management service desk support, security support, Lawson workflow support, and integration support with Kronos, NeoGov, and other applications. Additionally, this action will allow Workday module support for design, testing, and conversion and migration system support.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3070		CX DSV-2019-00010025	\$47,500.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	<b>\$47,500.00</b>

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

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

Hugh Miller  
Hugh Miller (Apr 17, 2019)  
By Department Director

Apr 17, 2019  
Date

Barbara A. McAninch  
Barbara A. McAninch (May 7, 2019)  
Approved as to Form by City Attorney BAMC  
May 7, 2019  
Date

SR

Jorge Zapata  
Jorge Zapata (May 7, 2019)  
By City Manager

May 7, 2019  
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

195938

EFFECTIVE DATE

4/3/2019

CIT.

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
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  
APR 10 11:44  
CITY OF DALLAS

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

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

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

Vendor Name: Industrial/Organization I/O Solutions, Inc. Vendor No. VS0000014784

Subject: Situational Judgment Test & Personality Inventory of Dallas Fire-Rescue New Recruits

Lead Dept: Civil Service

Action Requested: Authorization to extend the term of the current AA #186740 for contract with I/O Solutions for activities associated with the Situational Judgment Test and Personality Inventory for Dallas Fire-Rescue New Recruits.  
*Supplemental No 1*

Contract Number:	CVS-2018-00007884	Contract Term:	09/10/2019	to	09/09/2020
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Background: The implementation of the Situational Judgment Test is to replace the structured interview currently used by Dallas Fire-Rescue for the Fire-Rescue Officer Trainee. The purpose of performing the Personality Inventory is to identify candidates that may pose a "behavioral risk" to the department and should measure characteristics such as integrity, emotional stability & resiliency. The original contract price was \$48,892.00 for this contract. There has been no payment under the contract but is anticipated to be utilized in the coming months.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFD	AD00	DF07	3072		CX- CVS-2018-00007884	\$23,810.00 \$0.00
0001	DFD	AD00	DF07	3072		CX- CVS-2018-00007884	\$25,110.00 \$0.00
Financing:							TOTAL: \$48,892.00 \$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	186470	9/10/18	48,892.00	0	\$ 0.00	0 %

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

*[Signature]*  
By Department Director

4/1/19  
Date

*[Signature]*  
By City Manager

*[Signature]* 5/3/2019  
Approved as to Form by City Attorney  
Date

4/3/2019  
Date



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195939

EFFECTIVE DATE

5/3/19 KB

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

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

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

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

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

Vendor Name: ExamWorks, Inc. Vendor No. VC15566

Subject: Independent Medical Review Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 with ExamWorks, Inc., to extend the term for Master Service Agreement No. BKZ1534, until May 10, 2020, to continue the contract for one year, or until funds are depleted under the same terms and conditions. No additional cost consideration to the City.

Contract Number: POM-2016-00000645 Contract Term: 5/11/19 to 5/10/20

Background: The contract for professional services with ExamWorks, Inc. will expire on May 10, 2019. The City's Business Development and Procurement Services Department submitted an Extension Request to ExamWorks, Inc. indicating the City's wish to continue Master Service Agreement No. BKZ1534 for one year, extending the contract term until May 10, 2020, or until funds are depleted under the same terms and conditions. No additional cost consideration to the City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3043		POM-2016-00000645	\$0	
						-		
						-		
Financing:							TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	CR 16-0714	5/11/16	\$100,000.00	0	\$ 100,000.00	0%

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

*W. Powers*  
By Department Director

5.2.19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
5/8/2019  
Date

*[Signature]*  
By City Manager  
5/3/19  
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

195940

EFFECTIVE DATE

4-11-19

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

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

RECEIVED  
MAY 10 AM 11:45  
CITY SECRETARY  
DALLAS TEXAS

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

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

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

Vendor Name: City Square Vendor No. VS0000000497

Subject: Training for Self-Sufficiency program

Lead Dept: Office of Community Care

Action Requested: Approval of Administrative Action for a contract with City Square to provide Financial Empowerment Programming under the Training for the Self-Sufficiency program at the MLK Community Center.

Contract Number: OCC 2019 00010094 Contract Term: April 1, 2019 to Sept 30, 2019

Background: The City Square Financial Empowerment program provides financial coaching and education, coupled with resource coaching, to improve a neighbor's access to income support services that help families make ends meet. This is accomplished through financial education workshops around three topics areas, budget, credit, and banking, as well as one-on-one coaching provided on-site.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
CD18	MGT	815C		3017		OCC- 2019 00010094	\$25,483	
						-		
						-		
Financing:							TOTAL:	\$25,483

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

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

By Department Director: Date: 4/10/19

By City Manager: Date: 4/11/2019

Approved as to Form by City Attorney: Taylor Floyd Date: 5/6/2019



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195941

EFFECTIVE DATE

4/22/2019

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

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

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

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

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

Vendor Name: American Traffic Safety Services Association Vendor No. 355188

Subject: Traffic Control Technician Training Course

Lead Dept: PBW

Action Requested: Authorize an Administrative Action for employees to attend Traffic Control Technician Training Course in the amount of \$7500.

Contract Number: PBW-2019-00009636 Contract Term: May 10, 2019 to May 10, 2019

Background: This AA is required to authorize payment for up to 40 employees to attend the offered Traffic Control Technician Course. Training will be conducted on a City of Dallas facility. Eco Park, 5215 Simpson Stuart Rd. Dallas TX 75241

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PBW	3017	PB40	3364		PBW-2019-00009636	\$7500
						-	
						-	
Financing: CURRENT FUNDS						TOTAL:	\$7500

Contract Amendment Information:	Supplemental 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.

X By Department Director

4/15/19 Date

Approved as to Form by City Attorney 4/30/19 Date

By City Manager 4/22/19 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

195942

EFFECTIVE DATE

05-06-2019

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

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

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

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

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

Vendor Name: Primary Health, Inc. dba CareNow Vendor No. 518539

Subject: Pre-Exposure Rabies Vaccinations and Boosters

Lead Dept: Office of Risk Management

Action Requested: Authorize supplemental agreement No. 1 with Primary Health, Inc. dba CareNow to include Pre-exposure rabies vaccinations, and Rabies vaccination boosters. (19-0271)

Contract Number: ORM-2019-00009146 Contract Term: 2/14/2019 to 2/13/2024

Background: Council approved the drug and alcohol testing medical examination services contract in February 2019. This amendment to the contract will allow the City to provide pre-exposure rabies shots and rabies boosters. Pre-exposure rabies vaccinations are given to provide protection to people with inapparent exposures to rabies and it may protect persons whose post-exposure therapy might be delayed. Although it does not eliminate the need for additional therapy after a rabies exposure, it simplifies therapy by eliminating the need for human rabies immunoglobulin (HRIG) and decreasing the number of doses of rabies vaccine needed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0189	ORM	3801	RM001	3070	N/A	-	\$49,650.00	
						-		
						-		
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
	1	19-0271	2/14/2019	\$7,383,400.00	\$0.00	\$7,433,050.00	.0668%

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

*[Signature]*  
By Department Director

5-2-19  
Date

*[Signature]* 5-9-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

5-6-19  
Date

*[Signature]*





# ADMINISTRATIVE ACTION

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

<b>ADMINISTRATIVE ACTION</b>
<b>195943</b>
<b>EFFECTIVE DATE</b>
<b>05/02/2019</b>

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

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

Vendor Name: Director of US Patents & Trademarks Vendor No. VS\*157937

Subject: Patent and Trademark Depository Program Annual Fee

Lead Dept: Library

Action Requested: Authorize payment of annual fee for USPTO products and services provided by the patent and Trademark Depository Library Program – not to exceed \$50.00.

Contract Number:	LIB-2019-00010244	Contract Term:	10/01/2018	to	9/30/2019
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Background: The Dallas Public Library is a designated Patent and Trademark Depository. As a member, the Library receives access to products and services about patents and trademarks. This information is utilized by customers researching patents and trademarks.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		3099		- LIB-2019-00010244	\$50.00	
<b>Financing:</b>							<b>TOTAL:</b>	\$50.00

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.

*M. Guiche*  
By Department Director

*05.30.19*  
Date

*Brad M. Daniel* 5-9-2019  
Approved as to Form by City Attorney Date

*[Signature]* 5-2-19  
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

195944

EFFECTIVE DATE

4-8-19 *WLB*

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

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

APPROVED  
MAY 13 9 50 AM '19  
CITY SECRETARY'S OFFICE

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

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

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

Vendor Name: Garver, LLC Vendor No. VS0000016343

Subject: Supplemental Agreement (S.A.) No. 2 - Dallas Executive Airport (DEA) Pavement and Fueling System Improvements

Lead Dept: Department of Aviation

Action Requested: Authorize Supplemental Agreement No. 02 to the professional service contract with Garver, LLC to provide additional engineering services for the DEA Pavement and Fueling System Improvements Project in an amount not to exceed \$26,200.00, from \$837,700.00 to \$863,900.00

Contract Number:	AVI-2017-000003940	Contract Term:	11/23/2018	to	5/22/2019
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Background: This action will authorize Supplemental Agreement No. 02 to the original professional services contract with Garver, LLC to provide engineering services for the airport generator and foundation replacement in association with the Pavement and Fueling System Improvements at DEA.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0131	AVI	W158	AAIP	4116	AVIW158	CX AVI-2017-00003940	\$26,200.00	
<b>Financing:</b>							<b>TOTAL:</b>	\$26,200.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	17-1644	10/25/2017	\$524,100.00	\$313,600.00	\$863,900.00	65.00%

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

*[Signature]*  
By Department Director

*[Signature]*  
Date 4/11/19  
By City Manager

*[Signature]*  
Approved as to Form by City Attorney  
Date 4/8/19

05/06/19  
Date

Exhibit C

Memorandum

RECEIVED

2019 AUG -9 AM 9:43

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE 08/8/2019

TO City Secretary

SUBJECT Correction to Administrative Action 19-5945

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved 04/15/2019 authorized.

Changes are needed to correct Contract Number.

Current Administrative Action Contract Number listed on AA: PKR-2019-00008945

**Corrected Administrative Action Contract Number: PKR-2017-00002029**

Department: Park and Recreation Department

Director (or designee.): *Willis Winters* 8-08-19

Signature  
WILLIS WINTERS  
Print Name

Attachment for reference: Council Resolution [number], and if applicable, previous correction memo(s)

OFS:  Approved  Denied Is ATT Approval Needed?  Y  N

OFS: *[Signature]* \_\_\_\_\_  
Signature Date

ANDREW FRAMER  
Print Name

ATT:  Approved  Denied

Assistant City Attorney: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print Name

*8/9/19*





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195945

EFFECTIVE DATE

APR 15 2019

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

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

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

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

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

Vendor Name: McCoy Collaborative Preservation Architecture, PLLC Vendor No. VS000099313

Subject: SHARROCK NIBLO HISTORICAL SITE (PARK)

Lead Dept: PARK AND RECREATION DEPARTMENT

Action Requested: Authorize the assignment and assumption of this contract from Quimby McCoy Preservation Architecture, LLP to the new firm of McCoy Collaborative Preservation Architecture, PLLC. This action has no cost consideration.

Contract Number: PKR-2019-00008945 Contract Term: NA to NA

Background: This agreement consists of the following items:  
Assignment and assumption of the contract from Quimby McCoy Preservation Architecture, LLP to McCoy Collaborative Preservation Architecture, PLLC. Quimby McCoy Preservation Architecture, LLP has been acquired by McCoy Collaborative Preservation Architecture, PLLC whereupon changed their name. The new company's Vendor number, now known as McCoy Collaborative Preservation Architecture, PLLC is VS000099313.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$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 Suppl' Agreement Percentage
	06	06-7325	9/13/2006	\$101,532.63	\$332,516.63	\$ 332,516.63	327.5%

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

*Jim Ummer* 4.9.19  
By Department Director Date

*Christine Tanner* 4-18-2019  
Approved as to Form by City Attorney Date

*Jay Adams* 4-15-19  
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

195946  
EFFECTIVE DATE

5/9/19 KB

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

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

RECEIVED  
 MAY 10 PM 1:55  
 CITY SECRETARY'S  
 OFFICE  
 DALLAS, TEXAS

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

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

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

Vendor Name: Barnes & Thornburg LLP Vendor No. VC20076

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with Barnes & Thornburg LLP, to continue providing legal services and representation to Councilman Philip T. Kingston in an additional ethics matter, as required by Section 12A-32(2)(B) of the Dallas City Code. This supplemental contract shall not exceed \$13,950, from \$16,050 to \$30,000.

Contract Number: ATT-2019-00010292 Contract Term: 4/29/19 to Indefinite

Background: On April 29, 2019, AA No. 19-5881 authorized a professional services contract with Barnes & Thornburg LLP to provide legal services and representation to the Councilman Philip T. Kingston in an ethics matter, as required by Section 12A-32(2)(B) of the Dallas City Code. Supplemental Agreement No. 1 will allow Barnes & Thornburg LLP to continue providing services in an additional ethics matter. This supplemental contract shall not exceed \$13,950, from \$16,050 to \$30,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3888		3033		CX ATT-2019-00010292	\$13,950.00	
						-		
						-		
Financing:							TOTAL:	\$13,950.00

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 Suppl' Agreement Percentage
	1	19-5881	4/8/19	\$16,050.00	0	\$30,000.00	

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

*[Signature]*  
By Department Director

5-8-19  
Date

*[Signature]* 5/10/2019  
Approved as to Form by City Attorney Date

*[Signature]* 5/9/19  
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

195947

EFFECTIVE DATE

3/16/2019

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

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

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

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

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

Vendor Name: SWBell dba AT&T Texas Vendor No. \_\_\_\_\_

Subject: Access for AT&T at Love Field TaxiWay B

Lead Dept: Aviation

Action Requested: Access agreement to allow AT&T to relocate existing communication lines and install new lines and equipment to airport tenants due to the reconstruction of TaxiWay B near 13L runway. The lines currently supporting tenants have to be rerouted for Dept of Aviation reconstruction of the taxiway.

Contract Number: AVI-2019-00009696 Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: Current communication lines that support airport Tenants have to be relocated for taxiway construction, and this agreement allows AT&T to relocate and upgrade all communication lines and equipment, including support for DOA operations after the construction project is completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
00						- 00	00	
						-		
						-		
Financing:							TOTAL:	00.00

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

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

*[Signature]*  
By Department Director

3/5/19  
Date

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

03/21/19  
Date

*[Signature]*  
By City Manager

3/6/19  
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

195948

EFFECTIVE DATE

4/24/19  
CITY SECRETARY  
RECEIVED  
APR 10 AM 9:30

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

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

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

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

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

Vendor Name: Rock Strategic LLC (Christopher Aslam) Vendor No. VC19973

Subject: Combs Creek Spillway Beautification Agreement

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a beautification agreement with Rock Strategic LLC to create a mural on the Coomb Creek Spillway located adjacent to IH30 at Kessler.

Contract Number: DWU-2019-00009977 Contract Term: 05/01/2019 to 01/31/2020

Background: Representatives from the adjacent neighborhood are requesting a beautification project to be completed on the concrete structure known as Coomb Creek Spillway. The neighborhood has reached pricing and secured an artist to paint a mural of the Texas Flag on the structure. There is no adverse impact and no cost consideration to the city. The selected artist is Daniel Kyle Wadsworth.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							No Cost
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.

*[Signature]*  
By Department Director

4/23/19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
5-7-2019  
Date

*[Signature]*  
By City Manager

4/24/2019  
Date



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195949**  
**EFFECTIVE DATE**

5/6/19

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

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

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

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

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

Vendor Name: Buckner Terrace Homeowners Association, Inc. Vendor No. VC15885

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006280	Contract Term:	5/15/2018	to	9/30/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		ITI PNV-2018-00006280	5,000.00 \$0
Financing:							TOTAL: 5,000.00 \$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 Suppl Agreement Percentage
	1	18-5977	5/21/2018	5,000.00	0	\$ 5,000.00	0%

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

By Department Director: Paul Luke Charles Date: 4/26/19  
 Approved as to Form by City Attorney: [Signature] Date: 5-10-19  
 By City Manager: [Signature] Date: 5/6/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195950

EFFECTIVE DATE

5/6/19 YJP

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

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

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

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

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

Vendor Name: Dallas Community Fellowship Inc Vendor No. VC0000007813

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006348	Contract Term:	5/15/2018	to	9/30/2019
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Background:

The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

Funding:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006348	8,000.00 \$0	
						-		
						-		
Financing:							TOTAL:	8,000.00 \$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 Suppl Agreement Percentage
1	18-5978	5/21/2018	8,000.00	0	\$ 8,000.00	0%

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

By Department Director

Date 4/26/19

Approved as to Form by City Attorney

Date 5.9.19

By City Manager

Date 5/6/2019





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195951  
EFFECTIVE DATE

5/6/19 [Signature]

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

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

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

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

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

Vendor Name: Dallas Social Venture Partners Vendor No. VS0000071849

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number: PNV-2018-00006347 Contract Term: 5/15/2018 to 9/30/2019

Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006347	6,000.00 \$0 [initials]
Financing:							TOTAL: 6,000.00 \$0 [initials]

Contract Amendment Information:	Supplemental 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	18-5971	5/21/2018	6,000.00	0	\$ 6,000.00	0%

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

[Signature] 4/26/19 Date  
By Department Director

[Signature] 5/9/19 Date  
Approved as to Form by City Attorney

[Signature] 5/6/2019 Date  
By City Manager



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195952

EFFECTIVE DATE

5/6/19 [Signature]

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

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

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

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

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

Vendor Name: Elmwood- El Buen Saratiano UMC Church Vendor No. VC18612

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number: PNV-2018-00006382 Contract Term: 5/15/2018 to 9/30/2019

Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006382	6,500.00 \$0
Financing:							TOTAL: 6,500.00 \$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	18-5975	5/21/2018	6,500.00	0	\$ 6,500.00	0%

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

By Department Director: [Signature] Date: 5/26/19  
 Approved as to Form by City Attorney: [Signature] Date: 5/9/19  
 By City Manager: [Signature] Date: 5/6/2019



# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195953

EFFECTIVE DATE

5/6/19 GMP

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

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

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

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

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

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

Vendor Name: Juliette Fowler Homes, Inc dba Juliette Fowler Communities Vendor No. VC18603

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006384	Contract Term:	5/15/2018	to	9/30/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006384 \$ 0	10,000.00	
							GMP	
							GMP	
Financing:							TOTAL: \$ 0	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
	1	18-5979	5/21/2018	10,000.00	0	\$ 10,000.00	0%

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

By Department Director

Date 4/26/19

Approved as to Form by City Attorney Date 5/9/19

By City Manager Date 5/6/2019





# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**

195954

**EFFECTIVE DATE**

5/16/19 M.P.

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

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

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

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

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

Vendor Name: Southern Hills Neighborhood Association Vendor No. VC18626

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 10/8/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006402	Contract Term:	5/15/2018	to	10/8/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006402
Financing:								<b>TOTAL:</b> 10,000.00 \$0 fr

Contract Amendment Information:	Supplemental 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	18-6029	5/21/2018	10,000.00	0	\$ 10,000.00	0%

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

<p>By Department Director <i>[Signature]</i></p>	<p>Date <i>5/16/19</i></p>	<p>Approved as to Form by City Attorney <i>[Signature]</i></p>	<p>Date <i>5.9.19</i></p>
<p>By City Manager <i>[Signature]</i></p>		<p>Date <i>5/6/2019</i></p>	



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195955**  
**EFFECTIVE DATE**  
5/6/19 JRP

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

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

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

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

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

Vendor Name: Templo de Dios Vendor No. VC18671

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: **Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006463	Contract Term:	5/15/2018	to	9/30/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006463	10,000.00 <sup>\$0</sup> <i>fk</i>
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	10,000.00 <sup>\$0</sup> <i>fk</i>

Contract Amendment Information:	Supplemental 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	18-5972	5/21/2018	10,000.00	0	\$ 10,000.00	0%

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

*fk* Pen Ark Chen 5/10/19 5-10-19  
By Department Director Date Approved as to Form by City Attorney Date

Michael Hancock 5/6/2019  
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

195956

EFFECTIVE DATE

5/6/19 J.P.

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

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

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

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

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

Vendor Name: Urbandale Neighbors Vendor No. VS92369

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. There is no change to the amount of the contract.

Contract Number:	<u>PNV-2018-00006269</u>	Contract Term:	<u>5/15/2018</u>	to	<u>9/30/2019</u>
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006269	10,000.00 \$0
						-	
						-	
Financing:						TOTAL:	10,000.00 \$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 Suppl Agreement Percentage
	<u>1</u>	<u>18-5974</u>	<u>5/21/2018</u>	<u>10,000.00</u>	<u>0</u>	<u>\$ 10,000.00</u>	<u>0%</u>

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

HB [Signature]  
By Department Director

[Signature]  
Date

[Signature] 5.10.19  
Approved as to Form by City Attorney Date

[Signature] 5/6/2019  
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

195957

EFFECTIVE DATE

5/16/19 JLP

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

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

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

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

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

Vendor Name: WESTMORELAND HTS NEIGHBORHOOD Vendor No. 519302

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006281	Contract Term:	5/15/2018	to	9/30/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006281	5,500.00 \$0
Financing:							TOTAL: 5,500.00 \$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 Suppl' Agreement Percentage
	1	18-5973	5/21/2018	5,500.00	0	\$ 5,500.00	0%

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

By Department Director

Date

Approved as to Form by City Attorney Date 5-10-19

By City Manager Date 5/6/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195958

EFFECTIVE DATE

5/6/19 Y.P.

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

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

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

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

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

Vendor Name: Woodbridge Homeowners Association Vendor No. VC18648

Subject: growSouth Neighborhood Challenge Grant

Lead Dept: Planning & Urban Design (PNV)

Action Requested: Amend the contract terms to extend the contract end date from 5/14/2019 to 9/30/2019. **There is no change to the amount of the contract.**

Contract Number:	PNV-2018-00006833	Contract Term:	5/15/2018	to	9/30/2019
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Background: The City recognizes the importance of its role in neighborhood quality of life and, through the growSouth Neighborhood Challenge Grant, has offered competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaborations and partnerships.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2018-00006833	2,800.00 \$0 fl
Financing:							TOTAL: 2,800.00 \$0 fl

Contract Amendment Information:	Supplemental 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	18-6133	6/26/2018	2,800.00	0	\$ 2,800.00	0%

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

By Department Director

4/29/19  
Date

Approved as to Form by City Attorney  
5-10-19  
Date

By City Manager  
5/6/2019  
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

195959  
EFFECTIVE DATE

1/24/19 JB

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

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

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

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

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

Vendor Name:	Anderson Express Lane, Inc. D/B/A Stewart Peninsula Golf Course	Vendor No.
--------------	---	------------

Subject: Authorize Untreated Water Contract

Lead Dept: Dallas Water Utilities

Action Requested: Authorize Untreated Water Contract

Contract Number: DWU-2019-00010424 Contract Term: to 3 years

Background: The City of Dallas has water rights in Lake Lewisville for multiple purposes including water rights for irrigation use. The untreated water diverted by Anderson Express Lane, Inc. D/B/A Stewart Peninsula Golf Course shall be considered diverted from Lake Lewisville, at Stewart Peninsula Golf Course's diversion points. This water will be billed at the ordinance rate for untreated water service in accordance with Chapter 49 of the Dallas City Code. The sale of untreated water to Stewart Peninsula Golf Course is subject to, and limited by, available system supply.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						<b>TOTAL:</b>	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
						\$ 0.00	%

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

By Department Director

1/23/19  
Date

Approved as to Form by City Attorney  
2/20/19  
Date

By City Manager  
1/24/19  
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

195960

EFFECTIVE DATE

April 17, 2019

RECEIVED  
CITY SECRETARY'S OFFICE  
APR 17 2019

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

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

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

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

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

Vendor Name: Atlas Electronics, Inc. Vendor No. 514003

Subject: Moody Performance Hall Projector Repair

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization to contract for one-time repair services for the Christie L2K1000 projector at the Moody Performance Hall, 2501 Flora Street, Dallas, Texas 75201. The projector should be fully repaired and functional upon completion of services.

Contract Number: OCA-2019-00010137 Contract Term: 5/3/2019 to 6/17/2019

Background: The projector at the Moody Performance Hall is an integral component of the interior systems at the Moody Performance Hall. It is used for on-stage projections for nearly half of all events.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	5501		3070		CX OCA-2019-00010137	\$5,250.00
						-	
						-	
Financing: General Fund						TOTAL:	\$5,250.00

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

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

Jennifer Scripps

Jennifer Scripps (Apr 17, 2019)

By Department Director

Apr 17, 2019

Date

Adrian R...

Approved as to Form by City Attorney

May 7, 2019

Date

Joey Zapata

Joey Zapata (Apr 17, 2019)

By City Manager

Apr 17, 2019

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

195961

EFFECTIVE DATE

May 1, 2019

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
MAY 10 AM 11:19

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

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

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

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

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

Vendor Name: **JUAN CRUZ** Vendor No. VC19953

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "Jubilee Kids Art Workshops/Talleres Jubilee". This series of bilingual workshops will put emphasis on communities of color in Dallas by inspiring creativity through art. Parts of the workshops will include basic techniques and means of drawing and painting. Workshops will also include an introduction to both classical and modern methods of using tools for art-making and creative thinking by teaching 2D, 3D, and visual communication skills to Dallas youth at the Jubilee Park Recreation Center in East Dallas. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024523) Contract Term: 5/3/19 to 9/30/2019

Background: The fee for this service is **\$5,400.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,700.00** of the total awarded amount upon completion of deliverables one through two and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$2,700.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888		3089	CPF-R2	MASC OCA-2019-00009545	\$5,400.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$5,400.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (May 1, 2019)  
By Department Director

May 1, 2019  
Date

*mpc*  
Maura Holly Scripps (May 8, 2019)  
Approved as to Form by City Attorney

May 8, 2019  
Date

*Jerry Zapata*  
Jerry Zapata (May 1, 2019)  
By City Manager

May 1, 2019  
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

195962

EFFECTIVE DATE

May 1, 2019

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

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

RECEIVED  
 MAY 10 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

Vendor Name: CROW FAMILY FOUNDATION, INC. Vendor No. 514650

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Request for payment for services rendered by the Crow Family Foundation, Inc. Provided artistic services that reached over 100,000 individuals in the city of Dallas. Services included the exhibits: *Our Asian Art Museum: The Crow at 20; Jacob Hashimoto: Clouds and Chaos*, Hands and Earth: Contemporary Japanese Ceramics. Other services included waving classes, Chinese New Year festival, and tours of the Crow Collection of Asian Art.

Contract Number: OCA-2018-00007669 (00024535) Contract Term: 10/01/2018 to 04/15/2019

Background: CROW FAMILY FOUNDATION, INC. was selected through a panel process to participate in the Cultural Organizations Program. The program provides operational support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. Original authorization of contract and scope of services approved by Council Resolution 18-1506 on October 24, 2018. Due to change in scope of services, authorization is requested to pay for services rendered on an adjusted allocation as approved through the Allocations Committee of the Arts & Culture Advisory Commission on April 8, 2019. The fee for this service is \$27,335.43 to be paid in one (1) payment of \$27,335.43.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4836		3089	COP	CX CR-00024535	\$27,335.43
Financing: General Fund							TOTAL: \$27,335.43

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

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

Jennifer Scripps  
By Department Director

May 1, 2019  
Date

mpl  
Approved as to Form by City Attorney

May 8, 2019  
Date

[Signature]  
By City Manager

May 1, 2019  
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

195963

### EFFECTIVE DATE

May 1, 2019

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

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

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

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

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

Vendor Name: **IRIS CANDELARIA** Vendor No. VC20009

Subject: Professional Services

Lead Dept: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "Arte con Corazon". This project is a hands-on art workshop for senior citizens in the Oak Cliff and West Dallas community. It will take place from June 10 through September 28, 2019. The project includes six two-hour sessions which will include canvas painting, metal tooling, and pottery. The project will culminate with a two-hour show prep session and a two-hour art show. Sessions will be artist-led, and they will focus will be on Latino themes like Mexican doll paintings and Mayan and Aztec inspired pottery. A keepsake DVD will be provided to each participant. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2019-00009545 (00024216) Contract Term: 5/3/2019 to 9/30/2019

Background: The fee for this service is **4,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,250.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$2,250.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4880		3089	CPF-R2	MASC OCA-2019-00009545	\$4,500.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$4,500.00

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

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

*Jennifer Scripps*  
Jennifer Scripps (May 1, 2019)  
By Department Director

May 1, 2019  
Date

*Quinn*  
Approved as to Form by City Attorney  
Date

May 7, 2019  
Date

*Debra*  
By City Manager

May 1, 2019  
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

195964

EFFECTIVE DATE

4-30-19 *del*

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

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

Vendor Name: Southwest Wholesale Nursery Vendor No. 039273

Subject: Bedding Plants, Seed, and Trees

Lead Dept: POM

Action Requested: Authorize a four (4) month extension to the current master agreement

Contract Number: POM-2018-00004853 Contract Term: 4/21/19 to 8/20/19

Background: On April 22, 2015 Dallas City Council awarded a three-year master agreement with Southwest Wholesale Nursery (039273) for the purchase of bedding plants, trees and seed in the amount of \$143,552.00, by Resolution #15-0748 from solicitation BF1410. On January 4, 2018, AA 18-5108 authorized extension of the term of the master agreement for one year from April 21, 2018 to April 20, 2019. On January 23, 2019, City Council authorized to increase the master agreement with Southwest Wholesale Nursery in the amount of \$35,888.00, increasing the master agreement from \$143,552.00 to \$179,440.00. This extension will allow the City to continue purchasing these goods under the same terms and conditions until a new solicitation is completed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	POM					- BF1410	\$0.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	15-0748	4/22/15	\$143,552.00	\$35,888.00	\$179,440.00	0%

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

*[Signature]*  
By Department Director

4/24/19  
Date

*[Signature]* 5/19/19  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

4/30/19  
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

# 195965

### EFFECTIVE DATE

January 24, 2019

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

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

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

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

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

Vendor Name: Headquarters LLC Vendor No. VS99920

Subject: SpaceFinder Dallas

Lead Dept: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Headquarters LLC to develop and host a web app which will facilitate connections between arts/cultural venues and artists seeking space for both short and long-term rentals. This service has been dubbed SpaceFinder Dallas.

Contract Number: OCA-2019-00009312 Contract Term: to

Background: A priority identified in the Dallas Cultural Plan 2018 is for OCA to help the cultural community expand options for affordable space for performing, literary and visual artists, including rehearsal space, performance space, studio space, exhibit space and maker space. One initiative identified to facility this goal is the creation of a digital tool of available spaces throughout Dallas for arts and cultural use (Strategy 7, Initiative B)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCA	4888	CA01	3070		CX OCA-2019-00009312	<del>\$24,150.00</del> \$23,550.
						-	-
						-	-
Financing: General Fund						TOTAL:	<del>\$24,150.00</del> \$23,550.

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

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

*Jennifer Scripps*  
Jennifer Scripps (Jan 24, 2019)  
By Department Director

Jan 24, 2019  
Date

*Barbara A. McAninch*  
Barbara A. McAninch (Apr 23, 2019)  
Approved as to Form by City Attorney

Apr 23, 2019  
Date

*Jacy Zappala*  
Jacy Zappala (Jan 24, 2019)  
By City Manager

Jan 24, 2019  
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

195966

EFFECTIVE DATE

3-27-19

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

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

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

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

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

Vendor Name: TNT Crane & Rigging Vendor No. VS0000041644

Subject: Crane rental agreement

Lead Dept: DWU / Eastside Purification

Action Requested: Implementing a contract for crane rental for a period of five ~~years~~ <sup>months. 9/5</sup>.

Contract Number: DWU-2019-00009904 Contract Term: 03-18-2019 to 08-28-2019

Background: Cranes are used at Eastside WTP and five remote raw water facilities for a variety of maintenance and construction activities. The hoist truck owned by Eastside Purification is unreliable and not safe for moving personnel using man-basket. This rental contract will be used until new unit is purchased for the Division.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0100	DWU	7333		3070		- DWU-2019-00009904	47,750.00
						-	
						-	

Financing: TOTAL:

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

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

By Department Director *[Signature]* 3/26/19

Date 3/27/19

Approved as to Form by City Attorney *[Signature]* 4/10/19 Date

By City Manager *[Signature]* 3/27/19 Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195967

EFFECTIVE DATE

05/07/2019 *BMK*

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

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

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

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

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

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

Vendor Name:	ALTA Language Services Inc.	Vendor No.	VS0000058632
Subject:	Oral Proficiency Testing Service	Department:	PER
Action Requested:	Under this AA, authorize a <sup>Payment of</sup> <del>service contract</del> for Oral Proficiency Testing with ALTA Language Services, Inc for a <del>three-year term from 10/1/2018 to 9/30/2021</del> . Past due invoices for Oct through Feb. <i>02/28/2019</i>		
Contract Number:	PER-2019-00010393	Contract Term:	10/1/2018 To <del>9/30/2021</del>

Background: ~~This three year service contract with ALTA Language Services, Inc. resulting from RQS B6190827 will allow the continuation of Oral Proficiency Testing.~~ Oral Proficiency Testing assists City staff with providing accurate and clear oral communication to non-English speaking citizens and employees. Past due invoices Oct 2018 through Feb 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PER	1438		3070			\$4,740.00
<b>TOTAL:</b>							\$4,740.00

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

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

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

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

*AWA* 5-7-19 *By Department Director* DATE

*John S. McInnis* 5/13/2019 *Approved as to form by City Attorney* DATE

*LLG* 5/7/2019 *By Assistant City Manager* DATE

*mer* 5-9-19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195968

EFFECTIVE DATE

5/1/19 BB

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

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

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

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

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

Vendor Name: East Lake Veterinary Hospital, P.C. Vendor No. VC000002122

Subject: Veterinary Services, Canine

Lead Dept: ~~Dallas Police Department~~ / OFFICE OF PROCUREMENT SERVICES *SWS*

Action Requested: Extend the service contract for 6 months and request approval to increase funds in an amount of \$26,250.00 to the service contract for Veterinary Services, Canine at the same terms and conditions. *1/1/2019 SWS*

Contract Number: POM-2018-00006554 Contract Term: ~~6/16/2018~~ to 6/30/2019

Background: On June 17, 2015, City Council awarded a three-year service contract with East Lake Veterinary Hospital, P.C. (VC000002122) for veterinary services for Police canine units and Fire Rescue canine units in the amount of \$235,000.00 by Resolution #15-1229 from solicitation # BAZ1512. Supplemental agreement #1 (AA18-6110) added 6 months and an increase of funds by \$32,500.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						POM-2018-00006554	\$26,250.00 <i>SWS</i>
Financing:							TOTAL: \$26,250.00 <i>SWS</i>

Contract Amendment Information:	Supplemental 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	15-1229	6/17/2015	\$235,000.00	\$32,500.00	\$ 293,750.00	25%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195969

EFFECTIVE DATE

4/30/2019

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

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

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

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

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

Vendor Name: Tamiko D. Watkins Vendor No. \_\_\_\_\_

Subject: Dallas Homebuyer Assistance (DHAP)

Lead Dept: Housing

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)  
Contract Number: HOU-2019-00010207 Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: Ms. Watkins was approved for \$61,500.00 in homebuyer assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	0.00	
						-	0.0	
						-		
Financing:							TOTAL:	0.00 TS

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	n/a	n/a	n/a	0.00	0	\$ 0.00	0%

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

By Department Director

4/29/2019  
Date

Approved as to Form by City Attorney

TF 5/2/19  
Date

By City Manager

4/30/2019  
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

195970

EFFECTIVE DATE

05/06/2019

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

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

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

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

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

Vendor Name: Origami Risk, LLC. Vendor No. VS89073

Subject: System configuration and data conversion of insurance compliance data

Lead Dept: Office of Risk Management

Action Requested: Authorize supplemental agreement No. <sup>Book</sup>4 with Origami Risk, LLC to expand the scope of services of the risk management information system. ~~(18-0935)~~ <sup>Done 2016</sup>

Contract Number: ORM-2016-00000615 Contract Term: 9/12/2018 to 9/30/2019

Background: Council approved supplemental agreement number three, which authorized the first of two, one-year renewal options to the subscription agreement with Origami Risk, LLC on June 27, 2018. This amendment will authorize an increase to the scope of services to include the configuration and transference of insurance compliance data into the risk management information system for future insurance compliance tracking purposes.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0189	ORM	3801	N/A	3070	N/A	-	\$49,220.00	
						-		
						-		
Financing:							TOTAL:	\$49,220.00

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
	4	18-0935	9/12/2018	\$716,267.00	\$0.00	\$765,487.00	6.87%

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

*[Signature]* 5/2/19 Date By Department Director

*[Signature]* 5/14/2019 Date Approved as to Form by City Attorney

*[Signature]* 5/6/19 Date By City Manager *mer*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195971

EFFECTIVE DATE

4/26-19

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

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

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

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

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

Vendor Name: The Grove at Rosewood Apartments Vendor No. VC20039

Subject: ICI Rebate

Lead Dept: Dallas Water Utilities

Action Requested: Approval of an Industrial, Commercial, Institutional (ICI) rebate application pursuant to Council Resolution No. 12-0529 adopted on February 22, 2012. Authorize payment for replacement of toilets, showerheads, lavatory faucet aerators, and replacement of kitchen faucet aerators at the Grove at Rosewood Apartments located at 1320 Emily Road, Dallas, Dallas County, Texas, for a total authorized rebate not to exceed \$21,286.75. Total savings associated with this project are 3,686,792 gallons per year.

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

Background: The ICI rebates complement the ICI audits conducted by the City of Dallas to help high water-use customers identify opportunities to reduce their water consumption. Rebate amounts are the lesser of: half the installed cost of the purchase price of equipment or \$0.96 per thousand gallons saved over the life of the project. Maximum project life is determined by the type of equipment and does not exceed 10 years. The Grove at Rosewood Apartments has applied for a rebate through the DWU ICI Rebate Program for the replacement of existing toilets, showerheads and aerators with new high efficiency toilets, showerheads and aerators. Total annual savings associated with this project are calculated at 3,686,792 gallons per year. Total authorized rebate not to exceed \$21,286.75.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0713	DWU	7138		3099		- DWU-2019-00010007	\$21,286.75
						-	
						-	
Financing:						TOTAL:	\$21,286.75

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

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

*[Signature]*  
By Department Director  
4/25/19

4/25/19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
5/1/19  
Date

*[Signature]*  
By City Manager  
4/26/19  
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

195972

EFFECTIVE DATE

2-26-2019

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Chapter 380 Economic Development Grant  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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

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

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

Vendor Name: Velocity, A Viracon Company Vendor No. VS98419

Subject: Chapter 380 Economic Development Grant Agreement with Velocity, A Viracon Company

Lead Dept: Office of Economic Development

Action Requested: Execute a Chapter 380 Economic Development Grant agreement with Velocity, A Viracon Company under Section 380.001 of the Texas Local Government Code and the City's Program for Loans and Grants (Public/Private Partnership Program) in an amount not to exceed \$50,000 to support the establishment of a new architectural glass fabrication operation on 8.427 acres at the southeast corner of Clover Haven Street and Cargo Road in east Dallas in an industrial area commonly known as Eastpoint.

Contract Number: ECO-2018-00007217 Contract Term: 02/20/2019 to 12/31/2024

Background: Since April 2018, Office of Economic Development staff has been recruiting Velocity to locate a new architectural glass fabrication operation in a new build-to-suit facility to be located on approximately 8.427 acres at Eastpoint. Velocity also considered sites in Georgia and Missouri. Velocity is a wholly-owned subsidiary of Apogee Enterprises, Inc. ("Apogee"). Apogee (NASDAQ: APOG) designs and develops glass and metal products and services in the United States, Canada, and Brazil. It operates through four business segments: Architectural Framing Systems, Architectural Glass, Architectural Services, and Large-Scale Optical Technologies (LSO). Apogee was founded in 1949 and is headquartered in Minneapolis, Minnesota.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0352	ECO	9992	PPPF	3016		- CX-ECO-2018-00007217	\$50,000.00	
						-		
						-		
Financing:							TOTAL:	\$50,000.00

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

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195973

EFFECTIVE DATE

05/14/2019 *MSW*

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

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

RECEIVED  
MAY 15 AM 5:55  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: ALTA Language Services Inc. Vendor No. VS000058632

Subject: Oral Profeciency Testing

Lead Dept: Human Resources

Action Requested: Under this AA, authorize a service contract for Oral Proficiency Testing with ALTA Language Services, Inc for a three year term from May 31, 2019 through May 31, 2022

Contract Number: PER-2019-00010180 Contract Term: 5/31/2019 to 5/31/2022

Background: This 3 year contract with ALTA Laungauge Services, Inc resulting from RQS B6190827 will allow the continuation of Oral Proficiency Testing. Oral Proficienciency Testing assist City staff with providing accuirate and clear oral communications to non-English speaking citizens and employees.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PER	1438		3070		-	\$45,000.00
						-	
						-	
Financing:						TOTAL:	<i>45,000.00</i>

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

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

*[Signature]*  
By Department Director

5-14-2019  
Date

*[Signature]* 5/15/2019  
Approved as to Form by City Attorney  
Date

*[Signature]* 5/14/19  
By City Manager  
Date

195974

# Memorandum

RECEIVED

2019 JUL -9 PM 1:34

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE July 3, 2019

TO City Secretary, Bilierae Johnson

SUBJECT **Center for Creative Leadership 360 Degree Feedback – Resend & Reissue Contract Number**

Please resend contract number 195974 for the Center for Creative Leadership's (CCL) Development and Hosting of 360 Degree Feedback Assessment Tool. The original quote for the customization of the 360 Feedback Assessment was \$19,500, but after discussing our required customization, CCL informed me that the actual cost would be \$22,500.

We have corrected the AA and contract to reflect \$22,500. Please issue a new contract number on the revised contract.

Let me know if you have questions or need additional information.

Thanks,

A handwritten signature in blue ink, appearing to read 'Nina Arias', with a long horizontal flourish extending to the right.

Nina Arias  
HR Training Manager  
214-671-6453

Handwritten initials in blue ink, possibly 'EJ/BJA', located in the bottom right corner of the page.





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195974

EFFECTIVE DATE

4/30/2019

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

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

RECEIVED  
2019 APR 15 AM 8:13  
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

Vendor Name: Center for Creative Leadership Vendor No. VC 20085

Subject: Leadership Development Program – 360 Degree Feedback Assessment Tool

Lead Dept: Human Resources

Action Requested: Benchmark by Design: customizable online 360 Degree Feedback Assessment tool for up to 50 Executive Leaders. Price includes the following at no additional cost: Compass (personalized digital roadmap for development), Coaching Nexus (web-based portal to support coaching engagement), and 1 seat in the 2-day Assessment Certification Workshop in Greensboro, NC or San Diego, CA (cost of lodging and traveling not included).

Contract Number: PER-2019-00010131 Contract Term: May 2019 to September 2020

Background: The first step in the Leadership Development Program to include an online 360 Degree Feedback Tool for up to 50 Executive Leadership Team Members. The online tool is to be used to assess the Executive Leaders strengths and development needs in the City's Executive Core Qualifications (ECQs). The feedback from the assessment is designed to drive positive behavioral change and increase individual job effectiveness. The assessment tool is to be developed and rolled out in May 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PER	1432		3361	CX	-	\$19,500.00
Financing:							TOTAL: \$19,500.00

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

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

By Department Director: *[Signature]* Date: 4/23/19

Approved as to Form by City Attorney: *[Signature]* Date: 5/15/2019

By City Manager: *[Signature]* Date: 4/29/19

CITY MANAGER: *[Signature]* Date: 4/30/2019



# ADMINISTRATIVE ACTION

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

**ADMINISTRATIVE ACTION**  
**195975**  
**EFFECTIVE DATE**

5/10/19  
2019 MAY 6 AM 8:43  
RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS

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

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

Vendor Name: TOTAL FIRE & SAFETY Vendor No. 117409

Subject: Invoice Payment

Lead Dept: Dallas Fire-Rescue Department

Action Requested: Authorize invoices payment for urgent removal of sprinkler heads to allow for bed bugs heating treatment.

Contract Number: N/A Contract Term: N/A to N/A

Background: Ratification justification for bed bug heating treatment was approved by CFO. (See Attached) Upon arrival for heating treatment, the vendor required that the sprinkler heads be removed. This vendor has worked with the City before and was accessible after hours to show up at the station to quickly turn off the sprinkler system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	MA01	DF08	3210		-	\$7,898.30	
						-		
						-		
Financing:							<b>TOTAL:</b>	\$7,898.30

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

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

By Department Director

5-2-19  
Date

Approved as to Form by City Attorney

5-15-19  
Date

By City Manager

5-10-19  
Date

MBR



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195976

EFFECTIVE DATE

5/7/19

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

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

RECEIVED  
MAY 16 AM 8:41  
CITY SECRETARY'S  
OFFICE  
DALLAS, TEXAS

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

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

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

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

Subject: Supplemental Agreement to ILA

Lead Dept: Dallas Fire-Rescue (DFR)

Action Requested: Interlocal Agreement extension with Texas A&M Engineering Extension Service until August 31, 2021 for Texas Task Force 2 (TX-TXF2).

Contract Number: DFD-2019-00010294 Contract Term: 8/31/2019 to 8/31/2021

Background: On September 13, 2017, City Council approved council resolution no. 171409 authorizing the Interlocal agreement for the Operation and Management of Texas Task Force 2. An extension to the Interlocal agreement for the operation and management of Texas Task Force 2 is being requested to continue sponsoring agency for Texas Task Force 2 (TX-TXF) which is equipped and maintained as a short notice, multi-discipline search and rescue task force available for ground deployment operation in Texas.

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	171409	9/13/17			\$ 0.00	%

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

By Department Director

Date

Approved as to Form by City Attorney

Date

By City Manager

Date





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195977

EFFECTIVE DATE

5/10/19

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

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

RECEIVED  
CITY SECRETARY'S  
OFFICE  
MAY 16 AM 9:11  
DALLAS, TEXAS

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

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

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

Vendor Name: Matheson Tri-Gas Inc. Vendor No. 387930

Subject: Invoice Payment

Lead Dept: Dallas Fire-Rescue Department

Action Requested: Authorize invoice(s) payment for medical oxygen H cylinders rental.

Contract Number:	N/A	Contract Term:	N/A	to	N/A
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Background: Matheson was the vendor at the time and continues to supply critically needed oxygen on every operation while the specs for the new current agreement is being solicited. While there were enough encumbrances to cover all of the Matheson invoices, after payment of some old invoices, the balance of the DO was mistaken released during the CBDL process.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	MA01	DF08	3090		-	\$9,899.00	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	\$9,899.00

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

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

By Department Director

5-2-19  
Date

Approved as to Form by City Attorney  
5-15-19  
Date

By City Manager

5-10-19  
Date

MER



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195978

EFFECTIVE DATE

APR 25 2019

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 5 PM 2:11

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

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

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

Vendor Name: Shaw Solutions Vendor No. VC91357

Subject: Audio- Mother's Day Event FY19

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$8,475.00 for Shaw Solutions. The vendor will provide use of audio for Senior Program Division Annual Mother's Day Event.  
Contact Person: Daryl Quarles 670-0355

Contract Number: PKR-2019-00010060 Contract Term: 5/1/2019 to 7/31/2019

Background: Vendor has produced numerous events throughout the City of Dallas. Has served as a subcontractor for numerous events and productions. Provided the assistance and production of the 2018 Mother's Day Event at the Hilton Anatole.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	1726		3063		CX PKR-2019-00010060	\$8,475.00
						-	
						-	
Financing: Current Fund						TOTAL:	\$8,475.00

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

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

4.23.19  
By Department Director Date

5-1-19  
Approved as to Form by City Attorney Date

4/25/19  
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

195979  
EFFECTIVE DATE

5-13-19

RECEIVED  
CITY SECRETARY  
MAY 15 11:51 AM '19

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

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

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

Vendor Name: Texas Water Utilities Assn (TWUA) Vendor No. 265235

Subject: Local Training

Lead Dept: DWU

Action Requested: On-site training classes "Effective Instructional Techniques" for a maximum of 10 people.


Contract Number: DWU-2019-00010283 Contract Term: 6/1/19 to 6/30/19

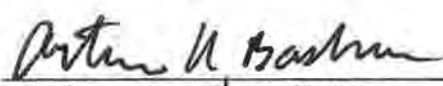
Background: This is part II of a series of class requirements to qualify a person to instruct Operator Certification courses that are outlined in RG-373 from the Texas Commission on Environmental Quality guidance publication for Permitting and Registration Support page 10. We have employees who need this second session and training will be held on site at a City DWU facility.

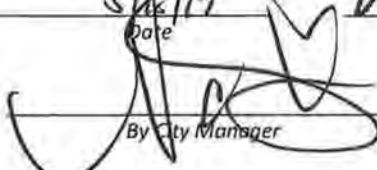
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	7021		3364		MASC DWU-2019-00010283	\$8250.00	
Financing:							<b>TOTAL:</b>	\$8250.00

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

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

By Department Director:  Date: 5/16/19

Approved as to Form by City Attorney:  Date: 5/15/19

By City Manager:  Date: 5/13/2019





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195980

EFFECTIVE DATE

5/2/19

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

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

RECEIVED  
CITY SECRETARY  
MAY 16 PM 5:00  
DALLAS, TEXAS

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

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

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

Vendor Name: Clear Channel Outdoor Vendor No. 249292

Subject: Billboard Advertising

Lead Dept: Office of Community Care

**Action Requested:** This contract is for billboard advertising to discourage individuals from giving to panhandlers. The advertising will target commuters who drive and will compliment other outreach efforts through Pandora streaming radio (targeting individuals in their homes) and through DART (targeting individuals who utilize public transit). The contract covers a 4-week campaign of 15 digital billboard placements at major intersections and along interstates and major thoroughfares on the right-hand side of the driver.

Contract Number:	OCC-2019-00010318	Contract Term:	5/13/2019	to	6/9/2019
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**Background:** The City of Dallas Office of Community Care would like to partner with an advertising firm that is committed to focusing with success on the following objectives to enhance and impact public education messaging and create a comprehensive billboard advertising media strategy to reach targeted market.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCC	3704		3070		- OCC-2019-00010318	\$48,553	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	\$48,553

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

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

*[Signature]*  
By Department Director

4/30/19  
Date

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

5/16/19  
Date

*[Signature]*  
By City Manager

5/2/2019  
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

195981

EFFECTIVE DATE

5-2-19

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 16 PM 3:42

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

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

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

Vendor Name: The Dorothy Miller Agency Vendor No. VS0000065922

Subject: Pandora Streaming Radio

Lead Dept: Office of Community Care

Action Requested: This contract is for advertising on Pandora streaming radio as part of the End Panhandling Now campaign to discourage individuals from giving to panhandlers. The advertising will target individuals in their homes, where streaming radio is frequently utilized, and will compliment other outreach efforts through billboards (targeting commuters who drive) and through DART (targeting individuals who utilize public transit). The contract covers a 5-week advertising campaign with a total reach of 1,488,375

Contract Number: OCC-2019-00010322 Contract Term: 5/15/2019 to 6/15/2019

Background: The City of Dallas Office of Community Care would like to partner with The Dorothy Miller Agency, a company that is committed to focusing with success on the following objectives, to enhance and impact public education messaging and create a comprehensive social media strategy to reach targeted market.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCC	3704		3070		-	\$33,255.88	
						-		
						-		
Financing:							TOTAL:	\$33,255.88

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

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

By Department Director

4/30/19  
  
By City Manager

Approved as to Form by City Attorney

5/16/19  
Date

5/2/2019  
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

195982

EFFECTIVE DATE

5/2/19 *A*

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

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

CITY SECRETARY  
DALLAS  
2019 MAY 16  
RECEIVED

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

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

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

Vendor Name: Intersection Media Vendor No. VC15625

Subject: DART Advertising

Lead Dept: Office of Community Care

Action Requested: This contract is for advertising within DART as part of the End Panhandling Now campaign to discourage individuals from giving to panhandlers. The advertising will target a demographic of individuals who utilize public transit and will compliment other outreach efforts through billboards (targeting commuters who drive) and streaming radio (targeting individuals in their homes). The contract will cover headliners for DART buses, interior cards for DART buses and DART rail, as well as related production costs

Contract Number: OCC-2019-00010323 Contract Term: 5/13/2019 to 6/9/2019

Background: The City of Dallas Office of Community Care would like to partner with an advertising firm that is committed to focusing with success on the following objectives, to enhance and impact public education messaging and to create a comprehensive social media strategy to reach targeted market.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	OCC	3704		3070		- OCC-2019-00010323	\$40,000
						-	
						-	

Financing: TOTAL: \$40,000

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

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

*[Signature]*  
By Department Director

4/30/19  
*[Signature]*  
By City Manager

*[Signature]*  
Approved as to Form by City Attorney  
5/2/2019  
Date

5/16/19  
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

195983

EFFECTIVE DATE

5/6/19<sup>sc</sup>

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

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

RECEIVED  
MAY 16 PM 3:21  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: Midwest Tape Vendor No. VS0000013323

Subject: Hoopla

Lead Dept: Library

Action Requested: Correction of terms to match the original agreement (AA 18-6491) and to increase funding to existing contract to continue service.

Contract Number:	LIB-2019-00010182	Contract Term:	9/30/2019	to	10/7/2020
------------------	-------------------	----------------	-----------	----	-----------

Background: Hoopla is a media service platform offered through Midwest Tape that provides sole source services which includes streaming and downloadable media that is available to customers. Midwest Tape Hoopla delivers e-media that can be streamed directly through an app or downloaded for offline use and is the only transactional media on demand platform currently available. Authorization to extend terms and payment of \$35,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		3341		LIB-2019-00010182	\$35,000.00	
						LIB-2018-00007395	\$15,000.00	
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
	1	18-6491	8/23/18	\$15,000.00	\$35,000	\$50,000.00	33.33%

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

*[Signature]*  
By Department Director

05.01.19  
Date

*[Signature]* 5/16/19  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

5-6-19  
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

195984

EFFECTIVE DATE

MAY 06 2019

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

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

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 16 PM 4:27

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

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

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

Vendor Name: USA SHADE & FABRIC STRUCTURES, INC. Vendor No. VS0000027431

Subject: Reverchon Park playground shade structure fabric

Lead Dept: Park and Recreation Department

Action Requested: Authorization for an encumbrance of the amount of \$28,700.00, Buyboard Contract #512-16, for USA Shade & Fabric Structures, Inc. to replace the shade structure fabric at the playground at Reverchon Park that was damaged. The park is located at 3505 Maple Avenue, Dallas, TX 75219.  
Contact Person: Trevor Olmos (214) 670-6243.

Contract Number: PKR-2019-00010317 Contract Term: 5/1/2019 to 10/30/2019

Background: USA Shade & Fabric Structures is the vendor that installed the shade structure at this location in 2006 and have a keen understanding of this particular shade structure.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1T00	PKR	T353	RFSI	3210	PK06T353	CX- PKR-2019-00010317	\$28,700.00
						-	
						-	
Financing: 2006 Bond Fund						TOTAL:	\$28,700.00

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

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

*Umin Umin*

By Department Director

5-02-19

Date

*Christina Lannan* 5/3-2019

Approved as to Form by City Attorney

Date

*[Signature]*

By City Manager

5-6-19

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

195985

EFFECTIVE DATE

APR 30 2019

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

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

RECEIVED  
CITY SECRETARY'S  
OFFICE  
MAY 16 PM 4:30  
DALLAS, TEXAS

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

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

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

Vendor Name: TEAM Consultants, Inc. Vendor No. 255849

Subject: Kleberg Park Sprayground - Construction Materials Testing

Lead Dept: Park and Recreation

Action Requested: Amend a professional services contract with TEAM Consultants, Inc., in the amount of \$4,100.75 for Construction Materials Testing Services at Kleberg Park Sprayground. This Supplemental Agreement #1 is for Moisture Conditioning Testing Services due to required moisture injection of the soil.

Contract Number:	PKR-2019-00008952	Contract Term:	N/A	to	N/A
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Background: On August 27, 2018 Public Works solicited a Request for Proposals for Professional Engineering, Surveying, and Consulting Services CIZ1728. This proposal is from a qualified proposer of that process to conduct construction materials testing (or environmental testing) services. Construction Materials Testing is required as part of the construction process for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V00	PKR	VK14	AQFC	4113	PK17VK14	CX- PKR-2019-00008952	\$4,100.75	
Financing: 2017 Bond Fund							TOTAL:	\$4,100.75

Contract Amendment Information:	Supplemental 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	19-5537	12/21/2018	\$12,794.50	\$0.00	\$ 16,895.25	32.05%

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

*[Signature]*  
By Department Director Date 4.24.19

*[Signature]*  
Approved as to Form by City Attorney Date 5/14/19

*[Signature]*  
By City Manager Date 4/30/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195986

EFFECTIVE DATE

5/14/19

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 6 PM 4:14

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

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

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

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

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

Vendor Name: ~~N/A~~ PACE Authorization (Jackson St) Jnl Vendor No. \_\_\_\_\_

Subject: Authorize Jackson Street Garage PACE project

Lead Dept: Office of Economic Development

Action Requested: Execute PACE lender contract, owner contract and notice of contractual assessment lien as authorized by Resolution 16-0721, which authorized the Dallas PACE program, for the Jackson Street Garage Project

Contract Number: ECO-2019-00010428 Contract Term: 5/14/2019 to 5/16/2043

Background: The Dallas PACE Program allows owners of commercial properties to obtain low-cost, long-term loans for energy-efficiency improvements. Property owners choose 3<sup>rd</sup>-party lending to finance qualified improvements using contractual assessments voluntarily imposed on the property by the owner. In exchange for funds provided by the lender for the improvements, the property owner requests that the City place an assessment secured with a senior lien on the property until the assessment is paid in full.

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

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

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

By Department Director

By City Manager

Approved as to Form by City Attorney

05-13-2019  
Date

5/14/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195987

## EFFECTIVE DATE

5/16/19

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
MAY 17 AM 10:15

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

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

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

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

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

Vendor Name: ValueScope, Inc. Vendor No. VC 20107

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with ValueScope, Inc., experts in financial valuation, to provide consulting services to the City of Dallas in connection with a Board of Adjustment compliance hearing regarding Jim's Car Wash. This contract shall not exceed \$15,000.

Contract Number: ATT-2019-00010452 Contract Term: 5/16/19 to Indefinite

Background: ValueScope, Inc. will provide expert financial valuation consulting services to the City including, but not limited to, analyzing relevant facts and information to estimate factors impacting amortization and compliance, preparing a summary report of the analyses and findings, and providing testimony in hearings, in connection with a Board of Adjustment compliance hearing regarding Jim's Car Wash, 2702 Martin Luther King Jr. Boulevard, Dallas, Texas. ValueScope, Inc. will be paid on an hourly rate basis, in addition to reasonable travel expenses, as provided by engagement letter dated May 6, 2019. This contract shall not exceed \$15,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		CX ATT-2019-00010452	\$15,000.00	
						-		
						-		
Financing:							TOTAL:	\$15,000.00

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

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

*[Signature]*  
City Department Director

5-15-19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
Date 5/17/2019

*[Signature]*  
By City Manager  
Date 5/16/19



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195988

EFFECTIVE DATE

5-15-19

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

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

RECEIVED  
MAY 17 PM 1:21  
CITY SECRETAR  
DALLAS, TEXA

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

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

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

Vendor Name: Arthur Lee Turner Vendor No. VC19966

Subject: Contract Fee Instructor

Lead Dept: Park and Recreation

Action Requested: Authorize a service agreement of \$10,000.00 with Arthur Lee Turner. The vendor will provide Karate to the citizens of Dallas.  
Contact: Steve Baker (214) 670-8847

Contract Number: PKR-2019-00010356 Contract Term: 5/22/19 to 09/30/2019

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PKR	5071	N/A	3064	N/A	CX PKR-2019-00010356	\$10,000.00	
						-		
						-		
Financing:							TOTAL:	\$10,000.00

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

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

*Steve Baker* 5-13-19  
By Department Director Date

*Christine Amore* 5-17-2019  
Approved as to Form by City Attorney Date

*John...* 5-15-19  
By City Manager Date



Memorandum

RECEIVED

2019 MAY 22 PM 12:16

CITY SECRETARY  
DALLAS, TEXAS



195989

CITY OF DALLAS

DATE May 22, 2019

TO Billierae Johnson  
City Secretary

SUBJECT Correction to Administrative Action No. 19-5989

The subject Administrative Action was approved on May 1, 2019, authorizing Supplemental Agreement #1 to the contract with Spida, Inc. – Braswell Child Development Center in an amount of \$30,000.00.

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

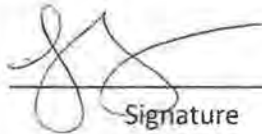
Typo       Financial/funding information       Obvious error from CR context

Administrative Action 19-5989 Funding Section should read as follows:

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
CD17	MGT	354B		3070		MGT-2019-00008598	\$30,000.00

The correction is made to the FUND and UNIT.

Director (or designee.):

  
Signature

5/22/19  
Date

Jessica Galleshaw  
Print Name

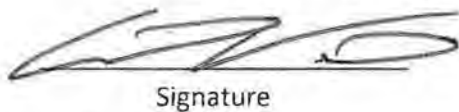
OFS:  Approved

Denied

is ATT Approval Needed?  Y

N *144*

OFS:

  
Signature

5/22/19  
Date

Ausencia Vicente  
Print Name

*8/5/22/19*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195989

EFFECTIVE DATE

5/1/2019

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 17 PM 2:14

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

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

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

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

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

Vendor Name: Spida, Inc. - Braswell Child Development Center Vendor No. 355479

Subject: Child Care Services Program - Supplemental Agreement #1

Lead Dept: MGT - Office of Community Care

Action Requested: Authorize Supplemental Agreement #1 to the contract with Spida, Inc. - Braswell Child Development Center to provide afterschool care under the Child Care Services Program for a period of April 1, 2019 - September 30, 2019. This item will increase the contract amount by \$30,000 from \$20,000 to \$50,000 and allow Spida, Inc. - Braswell Child Development Center to serve additional children.

Contract Number: MGT-2019-00008598 Contract Term: 04/01/2019 to 9/30/2019

Background: Spida, Inc. Braswell Child Development is located in the South Dallas Fair Park area providing child care services to children. The work to strengthen the academic foundation of children dually served in the South Dallas Fair Park community by offering tutoring and guided practice activities. Braswell currently serves children enrolled in low performing public school within Dallas ISD. They provide a relaxed supervised work space with computers giving support with station and tutor sessions to enhance a positive result in academic improvement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
CD18	MGT	866C		3070		MGT-2019-00008598	\$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 Suppl Agreement Percentage
	1	19-5247	2-15-19	\$20,000.00	0	\$ 50,000.00	66%

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

 3/15/19  
 By Department Director

 4/4/19  
 Approved as to Form by City Attorney

  
 By City Manager

Date 5/1/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

195990

### EFFECTIVE DATE

May 17, 2019

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

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

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MAY 20 AM 8:16  
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

Vendor Name: ESO Solutions, Inc. Vendor No. VS93333

Subject: Firehouse Software Contract Assignment

Lead Dept: Communication & Information Services

Action Requested: Authorize Supplemental Agreement No. 2 to assign the contract for the City's Firehouse software maintenance and support from ESO Solutions, Inc. to Streamline Automation Systems, LLC.

Contract Number: POM-2016-00001492 Contract Term: 5/1/2019 to 9/11/2022

Background: ESO Solutions, Inc. purchased all of the assets comprising the Firehouse software suite from Conduent Government Solutions, LLC effective as of September 29, 2017. ESO Solutions, Inc. would now like to assign the contract to the service provider, Streamline Automation Systems, LLC (vendor #VS100306).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MASC POM-2016-00001492	\$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	17-0178	1/25/2017	\$1,227,895.00	\$0.00	\$1,227,895.00	0.00%

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

\_\_\_\_\_  
By Department Director  
Date: May 14, 2019

*Don Knight*  
\_\_\_\_\_  
Approved as to Form by City Attorney  
Date: May 17, 2019

*Josy Zapata*  
\_\_\_\_\_  
By City Manager  
Date: May 17, 2019





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195991

EFFECTIVE DATE

05/13/19

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2019 MAY 20 PM 3:07  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Alexanders Village Homeowner Association      Vendor No. VC19436

Subject: MOWmentum Agreement Reimbursement      Department: Department of Public Works

Action Requested: To authorize a Professional Services Agreement with Alexanders Village Homeowner Association for the median improvements located on Walnut Hill Lane between Abrams Road and Fair Oaks Avenue. This Agreement is subject to the terms and conditions as agreed upon in the signed attached agreement/application. Alexander Village Homeowner Association has completed their landscape improvements which shall be reimbursed for an amount not to exceed \$10,000.

Contract Number: PBW-2019-00010336      Contract Term: 12/3/2018 To 12/3/2023

Background: The City of Dallas may provide a one-time reimbursement for a portion of the eligible cost for landscaping. The City's financial participation in any single eligible MOWmentum Agreement is limited to one-half of the eligible cost up to \$10,000 pre project. Funding may be provided for no more than three (3) projects sponsored by the same group per fiscal year. All reimbursements are dependent upon the availability of funds.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PBW	3417	ST05	3099	MOWMEN	PBW-2019-00010336	\$7,157.54
<b>TOTAL:</b>							<b>\$7,157.54</b>

Project No:      Commodity Code: 91300      Financing: Current Funds

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

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

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

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

By Department Director

5/12/19  
DATE

Approved as to form by City Attorney

5/17/19  
DATE

By Assistant City Manager

5/13/2019  
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

195992

EFFECTIVE DATE

5/6/19<sup>sc</sup>

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

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

RECEIVED  
 MAY 21 AM 9:28  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: S&P Global Market Intelligence, Inc. Vendor No. 954975

Subject: Online Business Intelligence Package

Lead Dept: Library

Action Requested: Authorize an agreement and payment for online access to Standard & Poor's NetAdvantage – Business Intelligence package for 1 year - \$27,600.00

Contract Number: LIB-2019-00009617 Contract Term: 2/28/2019 to 3/1/2020

Background: Standard & Poor's NetAdvantage® comprehensive source of business and finance information offering Library customers online access to Standard & Poor's proprietary business research products such as Industry Surveys, Stock Reports, Corporation Records, The Register of Corporations, Directors and Executives, Bond Reports, Mutual Fund Reports, Credit Week, The Outlook, and Daily Price Record. Access to this database is available at all Dallas Public Library locations and to Library cardholders at home or office through the Dallas Public Library internet homepage.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		3341		- LIB-2019-00009617	\$27,600.00	
Financing:							TOTAL:	\$27,600.00

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

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

*By: Giudice*  
By Department Director

*05.01.19*  
Date

*Swishall*  
Approved as to Form by City Attorney

*5/21/19*  
Date

*Jayaraman*  
By City Manager

*5-6-19*  
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

195993

EFFECTIVE DATE

5/6/19 SC

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

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

RECEIVED  
MAY 21 AM 9:22  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

Vendor Name: InfoUSA Marketing, Inc. Vendor No. VS\*13845

Subject: Online Directory Services

Lead Dept: Library

Action Requested: Authorize payment for online business and residential directory services - \$49,800.00

Contract Number:	LIB-2019-00009621	Contract Term:	7/1/2019	to	6/30/2019
------------------	-------------------	----------------	----------	----	-----------

Background: Containing searchable United States business directory and public residential information compiled from business telephone directory entries, business classification codes, sales figures, internet addresses and names of key officers; as well as, residential telephone directory entries, recent census data: median household income, median home value, latitude/longitude, and % of owner-occupied housing. Users can also create charts, heat maps, personalized account logins to save searches and download criteria.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3341		- LIB-2019-00009621	\$49,800.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$49,800.00

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

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

*My Gudica*  
By Department Director

05.01.19  
Date

*Srieshallula*  
Approved as to Form by City Attorney

5/20/19  
Date

*Jagadeesan*  
By City Manager

5-6-19  
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

195994

EFFECTIVE DATE

5/9/19 J.g.

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

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

RECEIVED  
 MAY 21 AM 11:08  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Blackmon Mooring Co. Vendor No. 011479

Subject: Emergency Water Extraction & Cleanup at Dallas City Hall

Lead Dept: Building Services Department

Action Requested: Authorize payment of Invoice #34875500 in the amount of \$3,317.86 to Blackmon Mooring for emergency water extraction and clean up at Dallas City Hall on L2AS.

Contract Number:	BSD-2019-00010273	Contract Term:	4/24/2019	to	10/28/2019
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Background: The emergency work performed at Dallas City Hall on L2AS on March 28, 2019 was an emergency to extract and cleanup water to prevent damages to the building and the risk of health and safety issues.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BSD	3062		3210		BSD-2019-00010273	\$3,317.86
						-	
						-	
Financing:						<b>TOTAL:</b>	<b>\$3,317.86</b>

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

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

By Department Director

5/2/2019  
Date

Approved as to Form by City Attorney

05/29/19  
Date

By City Manager

5-579  
Date

mer



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195995

EFFECTIVE DATE

5/15/19

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

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

RECEIVED  
MAY 21 AM 11:35  
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

Vendor Name: Continental Battery Company Vendor No. N/A

Subject: Access Agreement – Continental Battery Railroad Spur Remediation Activities

Lead Dept: Office of Environmental Quality & Sustainability

Action Requested: Authorize Administrative Action allowing Continental Battery Company to access City owned property for the purpose of remediation and cleanup activities regarding impacted surface soils. No cost consideration to the City.

Contract Number:	OEQ-2019-00010519	Contract Term:	05/01/2019	to	11/01/2019
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Background: Continental Battery Company (Continental) has entered property located at 4919 Woodall Street into the Texas Commission on Environmental Quality (TCEQ) Voluntary Cleanup Program (VCP). Continental has identified impacts on City owned property adjacent to 4919 Woodall Street. The TCEQ has approved Continental to perform remedial/cleanup activities to address contamination exceeding regulatory limits. As part of the remedial and cleanup activities, Continental will enter onto City property for the purpose of remediation and cleanup of impacted surface soils.

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 N/A	\$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
						\$ 0.00	%

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

*[Signature]*  
By Department Director

5/9/19  
Date

*[Signature]* 5/20/19  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

5-15-19  
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

195996

EFFECTIVE DATE

RECEIVED  
MAY 21 11 54 AM '19  
CITY SECRETARY  
CITY OF DALLAS, TEXAS  
5/21/19

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

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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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

Vendor Name: Texas Tree Foundation Vendor No. VS000007675

Subject: Urban Forest Master Plan

Lead Dept: MGT – Office Environmental Quality & Sustainability

Action Requested: Authorize agreement for professional services to contract Texas Tree Foundation (TTF) for planning services associated with the Urban Forest Master Plan in the amount of \$50,000.00 as a match to \$230,000 secured by the TTF (total project \$280,000.00).

Contract Number:	OEQ-2019-00010516	Contract Term:	05/01/2019	to	12/31/2020
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Background: The City of Dallas is developing a Comprehensive Environmental & Climate Action Plan (CECAP) to address environmental challenges including adapting the City landscape to better address impacts of climate change. A healthy tree canopy in the form of an enhanced urban forest is key to mitigating greenhouse gasses, reducing heat island impacts, and reducing stormwater runoff, identified as key challenges in Dallas. Appropriate planning to both protect existing trees, and strategically use available data to enhance this resource in an equitable way will be key to successfully implementing the CECAP. The Texas Tree Foundation (TTF), a 501(c)(3) non-profit, has been addressing these issues in Dallas since initial formation in 1982, and has proposed developing an Urban Forest Master Plan to help guide tree protection and canopy augmentation on a neighborhood-by-neighborhood bases, with planning to support nature-based solutions towards the CECAP. Sole source justification attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
OT06	DEV	1143	N/A	3070	N/A	N/A N/A	\$50,000.00	
Financing: Reforestation Fund							TOTAL:	\$50,000.00

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

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

By Department Director

5/21/19  
Date

Approved as to Form by City Attorney

5-21-19  
Date

By City Manager  
for  
5/21/19  
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

195997

EFFECTIVE DATE

05/13/2019 *AM*

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

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

RECEIVED  
 MAY 21 PM 2:11  
 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

Vendor Name: GOOD EARTH CORPORATION Vendor No. 510006

Subject: Grounds Maintenance at parks, airports and other City owned properties

Lead Dept: Office of Procurement Services (OPS)

Action Requested: Authorize <sup>Supplemental Agreement No. 2 for</sup> (1) a one-month extension to the existing service contract.

Contract Number:	POM-2019-00009488	Contract Term:	5/27/2019	to	6/26/2019
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Background: On January 27, 2016 Dallas City Council awarded a three-year service contract to Good Earth Corporation (510006) for grounds maintenance services in the amount of \$2,403,441 by resolution no. 16-0160 from solicitation no. BF1517. This extension and additional funds will allow the user departments to continue to pay for these services under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	OPS					- BF1517 <i>SWS</i>	0
Financing: General Funds						TOTAL:	\$0.00 <i>SWS</i>

Contract Amendment Information:	Supplemental 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	16-0160	1/27/16	\$2,403,441.00	0	\$ 2,441,250.58	~1.6%

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

*[Signature]*  
By Department Director

*[Signature]* 5/19/19  
Date

*[Signature]* 5-21-2019  
Approved as to Form by City Attorney Date

*[Signature]*  
By City Manager

5-13-19  
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

195998

EFFECTIVE DATE

MAR 28 2019

RECEIVED  
 MAY 2 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

Vendor Name: Six & Mango Equipment, LLP Vendor No. 518073

Subject: Repair to a Kubota Unit

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$4,767.54 for Six & Mango Equipment, LLP. The vendor will provide repair services to a Kubota unit.  
Contact: Daniel Hoffman (214) 671-0133  
Contract Number: PKR-2019-00009680 Contract Term: 03/29/2019 to 06/30/2019

Background: Six & Mango Equipment is a locally owned and operated equipment company. They are a Kubota Elite dealership serving Dallas, Collin, & Grayson counties. Six & Mango Equipment offers sales, service, rentals and parts, as well as, tire service capabilities.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5025		3110		CX PKR-2019-00009680	\$4,767.54
Financing:		Current FY		Commodity Code # 93100		TOTAL:	\$4,767.54

Contract Amendment Information:	Supplemental 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.

*Wm Wynn* 3-27-19  
By Department Director Date

*Christine Lamm* 4-16-2019  
Approved as to Form by City Attorney Date

*RJA* *D Hoffman* 3/28/19  
By City Manager Date

Attested by:  
*[Signature]*  
Secretary

Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

195999

EFFECTIVE DATE

4/30/19 *gws*

RECEIVED  
2019 MAY 22 AM 11:27  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Corinth Communications, Inc. dba The Dallas Examiner Vendor No. 238840

Subject: Citywide Advertising

Lead Dept: Office of Procurement Services (OPS)

Action Requested: Authorize a twenty-month service contract for non-legal advertising with Corinth Communications, Inc. dba The Dallas Examiner 238840 in an amount not to exceed \$50,000.00.

Contract Number: POM-2019-00010234 Contract Term: 5/1/2019 to 12/31/2020

Background: Contract request for twenty-months at \$50,000.00 to provide non-legal advertising space city wide for City departments to use on an as needed basis per the attached fee schedule.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	OPS					- POM-2019-00010234	\$50,000.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	0	0	0	0	\$0.00	\$50,000.00	0%

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

*[Signature]*  
By Department Director

4-24-19  
Date

*[Signature]* 5/21/2019  
Approved as to Form by City Attorney Date

*[Signature]* 4/30/19  
By City Manager Date





# ADMINISTRATIVE ACTION

**ADMINISTRATIVE ACTION**

196006

**EFFECTIVE DATE**

05/16/2019 *BR*

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

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

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

2019 MAY 22 PM  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.
3. Is this expenditure related to a construction project?  Yes  No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Center for the Performing Arts Foundations Vendor No. VS0000004959

Subject: City Outreach Department: Mayor and City Council

Action Requested: *Authority to execute a License Agreement with the Dallas Center for the Performing Arts Foundations for the use of the Winspear Opera House for the 2019 Mayor City Council Inauguration.*

Contract Number: MCC-2019-00010334 Contract Term: 6/17/2019 To 6/17/2019

Background: License Agreement between the city of Dallas and the AT&T Performing Arts Center- Margot & Bill Winspear Opera house for the 2019 Mayor and City Council Inauguration.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MCC	1010		3099			\$17,050.00
<b>TOTAL:</b>							<b>\$17,050.00</b>

Project No: Commodity Code: 95815 Financing: Current funds

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

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

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

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

By Department Director *[Signature]* DATE *5/22/2019*

Approved as to form by City Attorney *[Signature]* DATE *5/16/19*

By Assistant City Manager *[Signature]* Chief of Staff DATE *5/16/19*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

196007

EFFECTIVE DATE

5-15-19

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

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

RECEIVED  
MAY 22 PM 3:27  
CITY SECRETARY  
DALLAS, TEXA

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

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

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

Vendor Name: Calabrian Corporation *now known as INEOS Calabrian Corporation* Vendor No. 361884

Subject: Extension of Master Agreement

Lead Dept: Water Utilities Department

Action Requested: Authorize a 6-month extension of the master agreement with Calabrian Corporation for the purchase of Sulfur Dioxide (13-0935).

Contract Number:	DWU-2017-00002071	Contract Term:	6/12/2019	to	12/12/2019
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Background: On June 12, 2013, City Council awarded a three-year master agreement to Calabrian Corporation (361884) for Sulfur Dioxide in the amount of \$1,459,792.78 by Resolution (13-0935) from solicitation BP1301.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MA	No cost consideration
						-	
						-	
Financing:						TOTAL:	No cost consideration

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	3	13-0935	6/12/2013	\$1,459,792.78	\$0	\$1,459,792.78	0

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

*[Signature]* 5/14/19  
By Department Director Date

*[Signature]* 5/20/19  
Approved as to Form by City Attorney Date

*[Signature]* 5-15-19  
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

196008

EFFECTIVE DATE

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
MAY 13 12:12 PM  
5-15

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

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

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

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

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

Vendor Name: Brenntag Southwest, Inc. Vendor No. 243777

Subject: Extension of Master Agreement

Lead Dept: Water Utilities Department

Action Requested: Authorize a 6-month extension of the master agreement with Brenntag Southwest, Inc. for the purchase of Chlorine (13-0935).

Contract Number:	DWU-2017-00002071	Contract Term:	6/12/2019	to	12/12/2019
------------------	-------------------	----------------	-----------	----	------------

Background: On June 12, 2013, City Council awarded a three-year master agreement to Brenntag Southwest, Inc. (243777) for Railcar Chlorine in the amount of \$16,419,300.00 by Resolution (13-0935) from solicitation BP1301.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
								- MA
							-	
							-	
Financing:							TOTAL:	No cost consideration

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	3	13-0935	6/12/2013	\$16,419,300.00	\$0	\$16,419,300.00	0

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

By Department Director

5/14/19  
Date

Approved as to Form by City Attorney Date

By City Manager Date  
5-15-19





# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

196009

EFFECTIVE DATE

4/22/19

RECEIVED  
 2019 MAR 23 PM 3:34  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

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

Vendor Name: Texas PACE Authority Vendor No. VS89546

Subject: PACE third party administrator contract renewal

Lead Dept: Office of Economic Development

Action Requested: Authorize the third one-year no-cost renewal to the Texas PACE authority contract.

Contract Number:	ECO-2018-00006044	Contract Term:	5/11/2019	to	5/10/2020
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Background: By resolution 160722, council authorized a one-year service contract with four one year renewal options with the Texas PACE authority for management of the City of Dallas PACE program. The original term expired May 10, 2017, the first renewal expires May 10, 2018, and the second renewal expires May 10, 2019.

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

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

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 4/19/19 Date  
 By City Manager 4/22/19 Date  
 Approved as to Form by City Attorney 04-23-19 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

196010

EFFECTIVE DATE

May 23, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%)
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 23 PM 3:45  
 CITY SECRETARY  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: CalendarRules.com, LLC Vendor No. VC19183

Subject: CourtRules Platfom Services

Lead Dept: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No.1 to allow implementation, configuration, and testing services of the CourtRules software feature to Salesforce AdvoloLogix for the City Attorney's Office.

Contract Number: DSV-2018-00007849 Contract Term: 4/1/2019 to 3/31/2020

Background: This service contract will allow implementation of the web-based software CalendarRules CourtRules services products used by the City Attorney's Office. This action will provide maintenance and support services of the CourtRules features for the litigation management system to log and track legal matters, provide system dates and filing deadlines for various legal courts that assist in scheduling legal matters.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3099		CX DSV-2018-00007849	\$3,499.00
						-	
						-	
Financing: Data Services Funds						TOTAL:	\$3,499.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-6504	9/18/2018	\$0.00	\$0.00	\$3,499.00	N/A

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


Shelia Robinson  
 Shelia Robinson (May 22, 2019)  
 By Department Director

May 22, 2019  
 Date

Jerry Ziegler  
 Jerry Ziegler (May 23, 2019)  
 By City Manager

Don Knight  
 Don Knight (May 23, 2019)  
 Approved as to Form by City Attorney DK  
 Date

May 23, 2019  
 Date

 <b>CITY OF DALLAS</b>	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing.          File the approved form and all necessary documentation with the          City Secretary's Office to receive an official file stamp.</p>	<b>ADMINISTRATIVE ACTION</b>	
		<b>196011</b>	
		<b>EFFECTIVE DATE</b>	
		May 23, 2019	

RECEIVED  
 2019 MAY 23 PM 4:04  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	<b>PRISCILLA RICE</b>	Vendor No.	VS0000079025
Subject:	Professional Services		
Lead Dept:	Office of Cultural Affairs		

**Action Requested:** Consultant shall produce a project entitled "Pleasant Groove Poetry Open Mic." This project will involve creating a space where Pleasant Grove Poets will gather as a community to share their love of the written and spoken word. This project will aim to create the synergy needed to harness creativity and collaborative potential in the underserved community of Pleasant Grove. The open mic space will be available for poets, writers, rappers, spoken word artist and storytellers creating a creative spirit in the neighborhood. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2019-00009545 (00024220)	Contract Term:	5/23/2019	to	9/30/2019
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**Background:** The fee for this service is **\$4,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$2,250.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$2,250.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	OCA	4880		3089	CPF	MASC OCA-2019-00009545	\$4,500.00	
						-		
						-		
<b>Financing:</b>		General Fund					<b>TOTAL:</b>	\$4,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps  
Jennifer Scripps May 22, 2019  
 By Department Director

May 23, 2019  
 Date

Taylor Floyd  
Taylor Floyd May 23, 2019  
 Approved as to Form by City Attorney

May 23, 2019  
 Date

Debra Sasser  
Debra Sasser May 21, 2019  
 By City Manager

May 23, 2019  
 Date



196012

# Memorandum

RECEIVED

2019 DEC 12 PM 3:15

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE December 12, 2019

TO City Secretary's Office

SUBJECT **Rescind Administrative Action 19-6012**

Please rescind Administrative Action 19-6012, dated 5/6/2019, for the Dallas Neighborhood Vitality Grant to Cochran Heights Neighborhood Association, Inc. as the scope of work has changed and the City will no longer be paying grant monies directly to Cochran Heights. The project will be implemented directly through Public Works and funding handled through inter-departmental transfer.

Sincerely,

A handwritten signature in black ink, appearing to read "Peer F. Chacko".

Peer F. Chacko  
Chief Planning Officer & Director  
Planning & Urban Design

8/12/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196012

EFFECTIVE DATE

5/16/2019 *Y.P.*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 2%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 24 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Cochran Heights Neighborhood Association, Inc.	Vendor No.	VC19948
Subject:	Dallas Neighborhood Vitality Grant Program		
Lead Dept:	Planning & Urban Design		

**Action Requested:** The purpose of this Administrative Action is to establish a conditional grant with Cochran Heights Neighborhood Association, Inc. for this neighborhood revitalization and improvement project – Living Alley Project. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number:	PNV-2019-00009992	Contract Term:	6/29/2019	to	6/28/2020
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**Background:** The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00009992	\$10,000.00	
<b>Financing:</b> Current Funds							<b>TOTAL:</b>	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*By Department Director* \_\_\_\_\_ Date *5/16/19*  
*Approved as to Form by City Attorney* \_\_\_\_\_ Date *5-22-19*  
*By City Manager* \_\_\_\_\_ Date *5/16/2019*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196013

EFFECTIVE DATE

5/6/2019 *Y.P.*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisitioning.

RECEIVED  
MAY 24 AM 9:23  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Spring Creek Civic Organization Vendor No. VS0000034894

Subject: Dallas Neighborhood Vitality Grant Program

Lead Dept: Planning & Urban Design

Action Requested: The purpose of this Administrative Action is to establish a conditional grant with Spring Creek Civic Organization for this neighborhood revitalization and improvement project – Neighborhood Beautification. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number:	PNV-2019-00010001	Contract Term:	6/29/2019	to	6/28/2020
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Background: The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant- based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00010001	\$3,034.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$3,034.00

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.

*H2*  
*Lu Ark Clark*  
By Department Director

*[Signature]*  
Date  
By City Manager

*[Signature]*  
Approved as to Form by City Attorney  
Date

*[Signature]*  
Date 5/6/2019





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196014

EFFECTIVE DATE

5/6/2019 YJP

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2019 MAY 24 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Regency Park I & II Homeowners Association, Inc. Vendor No. VC19947

Subject: Dallas Neighborhood Vitality Grant Program

Lead Dept: Planning & Urban Design

Action Requested: The purpose of this Administrative Action is to establish a conditional grant with Regency Park I & II Homeowners Association, Inc. for this neighborhood revitalization and improvement project – Neighborhood Signage. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number:	PNV-2019-00009999	Contract Term:	6/29/2019	to	6/28/2020
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Background: The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00009999	\$5,270.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$5,270.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: Pam Luke Clark Date: 5/1/19  
 Approved as to Form by City Attorney: [Signature] Date: 5-22-19  
 By City Manager: [Signature] Date: 5/6/2019



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196075

EFFECTIVE DATE

5/6/2019 Y.M.P.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 MAY 24 AM 9:28  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Kessler Plaza-Ravinia Heights Neighborhood Association Vendor No. VC19945

Subject: Dallas Neighborhood Vitality Grant Program

Lead Dept: Planning & Urban Design

Action Requested: The purpose of this Administrative Action is to establish a conditional grant with Kessler Plaza-Ravinia Heights Neighborhood Association for this neighborhood revitalization and improvement project – Neighborhood Art Installation. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number: PNV-2019-00009998 Contract Term: 6/29/2019 to 6/28/2020

Background: The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant- based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00009998	\$5,970.00
						-	
						-	
Financing: Current Funds						<b>TOTAL:</b>	\$5,970.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] Date: 5/1/19  
 Approved as to Form by City Attorney: [Signature] Date: 5-22-19  
 By City Manager: [Signature] Date: 5/6/2019



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

**ADMINISTRATIVE ACTION**  
**196016**  
**EFFECTIVE DATE**

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 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: The Buckner Terrace Homeowners Association, Inc. Vendor No. VC15885

Subject: Dallas Neighborhood Vitality Grant Program

Lead Dept: Planning & Urban Design

Action Requested: The purpose of this Administrative Action is to establish a conditional grant with Friends of Everglade Park for this neighborhood revitalization and improvement project – Public Park Improvements. The Buckner Terrace Homeowners Association, Inc. is the fiscal sponsor for Friends of Everglade Park on this project. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number: PNV-2019-00009994 Contract Term: 6/6/2019 to 6/5/2020

Background: The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant- based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00009994	\$912.00	
0297	PNV	1728	ECNR	3099		ITI PNV-2019-00009994	\$9,088.00	
Financing: Current Funds							TOTAL:	\$10,000

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

*[Signature]*  
Date

*[Signature]* 5.22.19  
Approved as to Form by City Attorney Date

*[Signature]* 5/6/2019  
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

196017

EFFECTIVE DATE

5/6/2019 Y.P.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 2019 MAY 24 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Friends of Exall Park (with Bryan Place Neighborhood Association) Vendor No. VC0000008843

Subject: Dallas Neighborhood Vitality Grant Program

Lead Dept: Planning & Urban Design

Action Requested: The purpose of this Administrative Action is to establish a conditional grant with Friends of Exall Park for this neighborhood revitalization and improvement project – Public Park Improvements. (See Exhibit A Dallas Neighborhood Vitality Grant Program Statement)

Contract Number:	PNV-2019-00009995	Contract Term:	6/29/2019	to	6/28/2020
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Background: The City of Dallas recognizes the importance of its role in neighborhood quality of life and is offering competitive grant-based financial assistance to neighborhood groups to develop and implement projects that address specific needs while increasing resident engagement, promoting neighborhood pride and building neighborhood capacity through collaboration and partnerships. The Dallas Neighborhood Vitality Grant program improves neighborhoods by providing up to \$10,000 for physical improvements and up to \$5,000 for engagement enhancement projects. The impact translates into a more revitalized community and a better city.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0297	PNV	1728	ECNR	3099		MASC PNV-2019-00009995	\$10,000.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] Date: 5/1/2019  
 Approved as to Form by City Attorney: [Signature] Date: 5.22.19  
 By City Manager: [Signature] Date: 5/6/2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196018

EFFECTIVE DATE

5/22/2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 24 PM 1:28  
 CITY SECRETAR  
 DALLAS, TEXA

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Southfair Community Development Corporation	Vendor No.	
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Subject: Southfair Six Lots Project

Lead Dept: Housing

Action Requested: Execution of 3<sup>rd</sup> amendments for Deed of Trust, Deed Restrictions and Real Estate Lien Note. Also execution of 4<sup>th</sup> amendment to the Loan Agreement. The Amendments are to correct the principle loan amount from \$682,413.94 to \$628,413.94

Contract Number:	HOU-2016-00001027	Contract Term:	12/31/2018	to	6/30/2019
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Background: On September 13, 2017, City Council approved an amendment to Resolution No. 16-1094, previously approved on June 22, 2016 to (1) increase the number of units from 2 to 6; (2) increase the amount of funding from \$112,000 to \$712,000; and (3) extend the completion date from June 30, 2016 to August 31, 2018, by Resolution No. 17-1464. Then amended by Resolution No. 18-0691 on May 9, 2018 to extend the deadline for completion from August 31, 2018 to June 30, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
							0.00
						-	
						-	
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
		n/a	n/a	n/a	0.00	0	\$ 0.00

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

5/19/2019  
 Date

Approved as to Form by City Attorney

Date

By City Manager

5/22/2019  
 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

196019

EFFECTIVE DATE

04/30/2019 *BR*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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MAY 28 AM 10:50  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Terracon Consultants, Inc. Vendor No. VS341409

Subject: Geotechnical Engineering Services for McCommas Bluff Landfill New Scale House

Lead Dept: Building Services Department

Action Requested: Authorize contract with Terracon Consultants, Inc. to provide geotechnical engineering services for McCommas Bluff landfill new scale house located at 5100 Youngblood Road, Dallas, Texas 75241.

Contract Number: BSD-2019-00010270 Contract Term: 04/28/19 to 04/28/20

Background: This action will authorize the services of Terracon Consultants, Inc. to provide geotechnical engineering services for the design of the new scale house at McCommas Bluff Landfill. The scope will include field exploration, laboratory testing, engineering and project delivery.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3503		4113		CX BSD-2019-00010270	\$7,730.00	
Financing:							TOTAL:	\$7,730.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director Date 4/26/2019

*[Signature]*  
Approved as to Form by City Attorney Date 5/28/2019

*[Signature]*  
By City Manager Date 4/30/19





# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196020

EFFECTIVE DATE

5-9-19 MA

1. Place an "X" in the appropriate box for the approval of:

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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must 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  
 MAY 29 AM 9:23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Restoration Specialists, LLC Vendor No. VS0000044823

Subject: J. Erik Jonsson Library, 1515 Young St: Emergency Loss Services

Lead Dept: Building Services Department

Action Requested: Authorize professional emergency loss services provided by Restoration Specialists, LLC., at the J. Erik Jonsson Library located at 1515 Young St., Dallas, TX 75201

Contract Number: BSD-2019-00010288 Contract Term: 4/13/2019 to 7/30/2019

Background: Restoration Specialists, LLC., responded to an emergency loss call on Saturday, April 13, 2019. Due to heavy rains, water was discovered infiltrating into the L1 level of Central Library. Upon arrival, RS set in place drying equipment and manually extracted standing water throughout several areas of the L1 level. They were onsite from Saturday, April 13, 2019, through Tuesday, April 23, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	BSD	3062		3210	BS19032	BSD-2019-00010288	\$18,172.49	
						-		
						-		
Financing:							TOTAL:	\$18,172.49

Contract Amendment Information:	Supplemental 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.

*E. J. [Signature]*  
By Department Director

5/3/2019  
Date

*[Signature]*  
Approved as to Form by City Attorney

5/23/19  
Date

*[Signature]*  
By City Manager

5-9-19  
Date

*me*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196021

EFFECTIVE DATE

MAY 13 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Beautification Agreement  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 2019 MAY 19 PM 2:59  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Valley View Neighborhood Association /The Bros Company Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a beautification agreement with The Valley View Neighborhood Association. This organization will hire The Bros. Co. to install irrigation for 15 trees, backfill the tree holes at Valley View Park and set up the irrigation system. Oversight of this installation will be conducted by a licensed and insured irrigator.

Contact: Sloan Anderson (214) 670-0203

Contract Number:	PKR-2019-00010153	Contract Term:	7/16/2019	to	7/15/2020
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Background: The Bros Company will provide irrigation to plant 15 trees at Valley View Park, install pipes, valves, battery operated underground controllers, double check assembly, manual valve, master battery operated controller and backfill trenches. The Irrigation system will also be set-up and a test run conducted before trees arrive. Volunteers will be used to plant trees and spread mulch.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
N/A	PKR	N/A	N/A	N/A	N/A	CX PKR-2019-000010153	\$0.00	
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 5.09.19  
 By Department Director Date

*[Signature]* 5-22-2019  
 Approved as to Form by City Attorney Date

*[Signature]* 5-13-19  
 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

196022

EFFECTIVE DATE

APR 17 2019

CITY SECRETARY  
DALLAS, TEXAS

APR 29 PM 2:59

RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Lonestar Fence and Supply Vendor No. VS\*67362

Subject: Crawford Park – Split Rail Fence Installation

Lead Dept: Park and Recreation Department

Action Requested: Authorize an encumbrance for \$4,692.00 for Lonestar Fence and Supply. The vendor will install a 406 ft. split rail cedar fence along the south end of the Crawford Park Aquatics Center Parking Lot. They will also provide labor, materials and equipment to install the fence. The fence will prohibit vehicles from entering onto the turf.  
Contact: Shana Hamilton 214-670-8641

Contract Number:	PKR-2019-00010067	Contract Term:	5/1/2019	to	9/30/2019
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Background: Lonestar Fence and Supply has installed fencing on City of Dallas Park and Recreation Department properties on past projects.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0330	PKR	6975		3210		CX PKR-2019-00010067	\$4,692.00	
Financing: <b>Samuell Trust 0330-19-6975-100</b>							TOTAL:	\$4,692.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*

By Department Director

4-18-19

Date

*[Signature]*

Approved as to Form by City Attorney

Date

*[Signature]*

By City Manager

4-17-19

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

196023

EFFECTIVE DATE

05/26/2019

CITY SECRETARY  
DALLAS TEXAS

MAY 29 AM 11:52

RECEIVED

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
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- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Deloitte Consulting, LLP Vendor No. VS97347

Subject: Forensic Accounting and Analysis of Benefit Accounts

Lead Dept: Human Resources

Action Requested: Approve a Service Agreement with Deloitte Consulting, LLP, a forensic accounting firm, to conduct an in-depth analysis and forensic accounting research of all COD major benefit accounts including Benefit broker, medical and pharmacy accounts for active, retirees and Post-65 retiree accounts.

Contract Number:	PER-2019-00010454	Contract Term:	6/1/2019	to	3/30/2020
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Background: Human Resources needs to confirm that all funds and payments for employee and retiree health benefits from 2006 to current have been properly received, processed and invoices paid in accordance with the agreed upon amounts, COD and administrative or contractual agreement and standard accounting principles.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0260	PER	7906		3070		- PER-2019-00010454	49,999.00
						-	
						-	
Financing:						<b>TOTAL:</b>	49,999.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

5-14-19  
Date

*[Signature]* 5/29/2019  
Approved as to Form by City Attorney Date

*[Signature]* 5/22/19  
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

196024

EFFECTIVE DATE

5/22/19 BR

RECEIVED  
2019 MAY 30 AM 8:39  
CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Donation of Rifles  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas SWAT Foundation Vendor No. N/A

Subject: Donation of Rifles

Lead Dept: Dallas Police Department

Action Requested: Authorize the acceptance of 50 rifle platform packages for Dallas SWAT team as donated by the Dallas SWAT Foundation.

Contract Number: DPD-2019-00010437 Contract Term: to

Background: The Dallas SWAT Foundation is donating 50 rifles and associated equipment at a retail value of \$213,550.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0.00
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

5/12/19 Date

Don Knight Approved as to Form by City Attorney

5/28/19 Date

By City Manager 5-22-19 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

196025

EFFECTIVE DATE

5/21/19 BB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Donation of a boat with towing trailer.  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 30 AM 8:39  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Bayside Boat Club Vendor No. N/A

Subject: Vehicle Donation

Lead Dept: Dallas Police Department

Action Requested: Authorize the acceptance of a donation of 1 Sea Doo Islandia boat with towing trailer.


Contract Number: DPD-2019-00010436 Contract Term: to


Background: The Bayside Boat Club is donating a boat with towing trailer to be used by the Dallas Police Department's Marine Unit. This boat will be used in patrols of Lake Ray Hubbard. The area above and below the water surface of the lake is in the jurisdiction of the City of Dallas and the police enforce all laws and City ordinances on the lake and up to the shoreline. The Dallas Police Department has provided police protection to Lake Ray Hubbard since 1972.

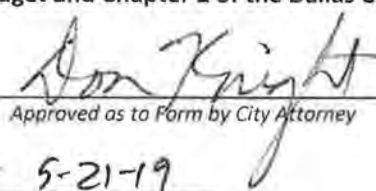
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-	0.00	
						-		
						-		
Financing:							TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director:  Date: 5/17/19

By City Manager:  Date: 5-21-19

Approved as to Form by City Attorney:  Date: 5/28/19





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196026

EFFECTIVE DATE

May 29, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 30 AM 9:51  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Future Com LTD Vendor No. 507022

Subject: F5 Load Balancer

Lead Dept: Communication & Information Services

Action Requested: Authorize professional services contract for configuration of F5 Load Balancer in support of Forcepoint deployment.

Contract Number:	DSV-2019-00010026	Contract Term:	4/15/2019	to	6/30/2019
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Background: The CIS Security division is deploying F5 load balancer to support efficient balancing of internet traffic, pursuant to TIPS cooperative purchasing agreement # 180306.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1641		3070		CX- DSV-2019-00010026	\$5400.00
						-	
						-	
Financing: Data Services Fund						TOTAL:	\$5400.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
 By Department Director  
 Date: Apr 17, 2019

*[Signature]*  
 By City Manager  
 Date: May 29, 2019

*[Signature]*  
 Approved as to Form by City Attorney  
 Date: May 29, 2019



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196027

EFFECTIVE DATE

5/23/19 VR

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
2019 MAY 30 AM 10:11  
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

Vendor Name: AWE Learning Vendor No. VC17380

Subject: Purchase of New Units

Lead Dept: Library

Action Requested: Authorize payment for eight (8) new units and peripheral equipment, at a total of \$25,222.00

Contract Number:	LIB-2019-00010476	Contract Term:	8/8/2019	to	8/9/2021
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Background: AWE Learning provides computers for children with learning software and can be found in the Children's spaces of each Library location. Approval to process payment for 8 new AWE units and peripheral equipment is requested. No work is performed on City property. Warranty provides replacements and upgrades via direct shipment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0753	LIB	6136		3099		- LIB-2019-00010476	\$25,222.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$25,222.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director     
  Approved as to Form by City Attorney     
  By City Manager

05.21.19 Date      5/29/19 Date      5/23/19 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

196028

EFFECTIVE DATE

5/23/19 VR

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
MAY 30 AM 10:11  
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

Vendor Name: AWE Learning Vendor No. VC17380

Subject: Warranty and Upgrade Extension

Lead Dept: Library

Action Requested: Authorize payment of a two (2) year warranty and upgrade extension, at a total of \$9,450.00

Contract Number:	LIB-2019-00010475	Contract Term:	8/8/2019	to	8/9/2021
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Background: AWE Learning provides computers for children with learning software and can be found in the Children's spaces of each Library location. Approval to process payment for extension of warranty on the 9 existing AWE units is requested. No work is performed on City property. Warranty provides replacements and upgrades via direct shipment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0753	LIB	6136		3099		- LIB-2019-00010475	\$9,450.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$9,450.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

05.21.19  
Date

*[Signature]*  
Approved as to Form by City Attorney

5/29/19  
Date

*[Signature]*  
By City Manager

5/23/19  
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

196029

EFFECTIVE DATE

5-23-19 C.T.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
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- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
MAY 30 AM 11:04  
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

Vendor Name: The Goodyear Tire & Rubber Company Vendor No. VS0000081369

Subject: Contract Extension, consent for the assignment and assumption, and Pricing De-escalation

Lead Dept: Equipment and Fleet Management

Action Requested: Authorize supplemental agreement No. 1 for (1) a two-year extension of the term, (2) consent for the assignment and assumption of the contract, and (3) to allow for the de-escalation of pricing to service contract BN1608 for tire repair and recapping services. (16-0518)

Contract Number:	POM-2016-00000362	Contract Term:	4-12-19	to	4-11-21
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Background: On April 13, 2016, City Council authorized a three-year service contract with Wingfoot Commercial Tire (VS0000081369) in the amount of \$1,287,417.52 by Resolution No. 16-0518 resulting from solicitation BN1608. This service contract provides tire repair and recapping services to City owned vehicles. This extension will allow for the continuation of services at the same terms and conditions until 4-11-21.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-		
						-		
						-		
Financing:							TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	16-0518	4-13-16	\$1,287,417.52	\$0.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

5-15-19  
Date

Approved as to Form by City Attorney Date 5/29/2019

By City Manager Date 5/23/19



# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.  
File the approved form and all necessary documentation with the  
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196030

EFFECTIVE DATE

5/29/19 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 30 PM 12:20  
 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 AA's within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No N/A

Vendor Name: LEGAL DOC MGMT INC. Vendor No. VC17242

Subject: Supplemental Agreement No. 1 to Service Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize Supplemental Agreement No. 1 to the service contract with LEGAL DOC MGMT INC., to continue providing the City of Dallas with process services and asset searches for lawsuits and claims. This supplemental contract shall not exceed \$20,000, from \$20,000 to \$40,000.

Contract Number:	ATT-2017-00002265	Contract Term:	6/22/17	to	Indefinite
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Background: On June 22, 2017, AA No. 17-6242 authorized a service contract with LEGAL DOC MGMT INC. to provide process services to the City of Dallas for lawsuits and claims by way of civil process service, courthouse filing, and skip tracing. This supplemental contract shall not exceed \$20,000, from \$20,000 to \$40,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3046		CX ATT-2017-00002265	\$20,000.00	
						-		
						-		
Financing:							TOTAL:	\$20,000.00

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	17-6242	6/22/17	\$20,000.00	0	\$40,000.00	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

5.29.19  
Date

*[Signature]*  
Approved as to Form by City Attorney

5/30/2019  
Date

*[Signature]*  
By City Manager  
5/29/19  
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

196031

EFFECTIVE DATE

5/29/19 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by request.

RECEIVED  
 2019 MAY 30 PM 12:20  
 CITY SECRETARY  
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No N/A

Vendor Name: Craig R. Miller Vendor No. VC0000006720

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a professional services contract with Craig R. Miller as an expert in police practices, to provide consulting services to the City of Dallas in connection with the case styled Vicki Timpa v. Dustin Dillard, Civil Action No. 3:16cv3089-N. This contract shall not exceed \$25,000.

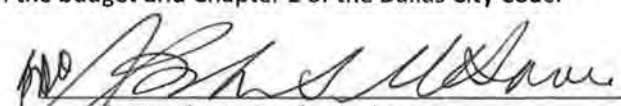
Contract Number: ATT-2019-00010597 Contract Term: 5/29/19 KB to Indefinite

Background: Craig R. Miller will provide a preliminary review of Dallas Police Department's orders/policies, deposition reviews, courtroom testimony preparation, and expert witness testimony at trial in the case styled Vicki Timpa v. Dustin Dillard, Civil Action No. 3:16cv3089-N. Craig R. Miller will be paid on an hourly rate basis as provided by the engagement letter dated May 23, 2019. This contract shall not exceed \$25,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3890		3047		CX ATT-2019-00010597	\$25,000.00	
						-		
						-		
Financing:							TOTAL:	\$25,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 5.29.19  5/30/20  
 By Department Director Date Approved as to Form by City Attorney Date  
 5/29/19  
 By City Manager Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION <b>196032</b>
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	EFFECTIVE DATE
		3-29-19

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input checked="" type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 MAY 30 PM 3:08  
 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 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 checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>V.S.</i>

Vendor Name: Walter P. Moore	Vendor No. 37813
------------------------------	------------------

Subject: Erosion Control Group 8

Lead Dept: Dallas Water Utilities

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with Walter P. Moore & Associates for additional services for Erosion Control Group 8. Supplemental Agreement No. 2 increases the contract amount by \$22,210.00 to a new total of \$242,262.00.



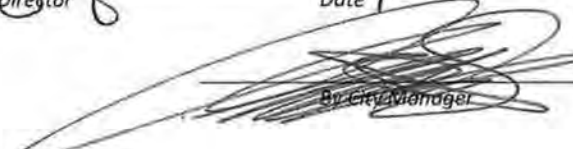
Contract Number: <del>TWM125708A1</del> → DWU-2019-00010136 <sup>MH</sup>	Contract Term: February 2016	to	December 2019
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Background: After the original design, the creek bank erosion accelerated adjacent to the original project limits. Concerned citizens reached out to the City and requested the existing design to be extended which was subsequently approved by the City management. This action is needed for the additional design and survey services to extend the limits of the proposed gabion wall in an effort to quickly address the conditions that have worsened since the original design completed. *Location is 8109 Stallman, MP*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
8T23	TWM	S749	ERCT	4599	TW12S 749	CT- TWM12S708A1	\$22,210.00
						-	
Financing:						<b>TOTAL:</b>	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	16-0290	2/10/2016	\$186,492.00	\$33,560.00	\$242,262.00	29.9048%

**APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.**

<i>MP</i>  By Department Director	3/29/19 Date	 Approved as to Form by City Attorney	4/24/19 Date
 By City Manager		3/29/19 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

196033

EFFECTIVE DATE

5/20/19 CT

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CITY SECRETARY  
DALLAS, TEXAS  
2019 MAY 30 PM 3:23

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No CT

Vendor Name: ACTION SHRED OF TEXAS, LLC Vendor No. 514577

Subject: DOCUMENT SHREDDING

Lead Dept: CIVIL SERVICE DEPARTMENT

Action Requested: SUPPLIMENTAL AGREEMENT #1 TO ADD \$ 227.50 TO CURRENT CONTRACT (CX \*9855) TO INCREASE THE TOAL FROM \$700.00 TO ~~\$972.00~~ <sup>\$927.50</sup> AND PAY FOR SHREDDINGS OF COPIES OF TEST BOOKS, DOCUMENTS THAT ARE PAST THEIR RETENTION (WITH APPROVAL TO BE DESTROYED) AND DOCUMENTS THAT DO NOT REQUIRE APPROVAL FOR DESTRUCTION. CT

Contract Number: CVS-2019-00009855 Contract Term: to

Background: DOCUMENTS CONTAINING SENSITIVE INFORMATION, EXTRA EXAM BOOKLETS, AND DOCUMENTS USED FOR ASSESMENT CENTERS ARE SHREDDED ONCE A YEAR AS APPROVED FOR SECURITY PURPOSES.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	CVS	1412		30710		CX-CVS-2019-00009855	227.50
						-	
						-	
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
	1	195690	3/27/19	700.00		\$ 927.50	32%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

5/17/19  
Date

*[Signature]*  
By City Manager  
5/20/19  
Date

*[Signature]*  
Approved as to Form by City Attorney  
5/30/2019  
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

196034

EFFECTIVE DATE

5/28/19 VR

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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 CITY SECRETARY  
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Innovative Interfaces, Incorporated Vendor No. VS\*19085

Subject: Custom Services: Fine Removal

Lead Dept: Library

Action Requested: Authorize execution of a one-time payment for customer services of removing fines from all customer accounts. Not to exceed - \$1,000 as supplemental agreement No. 2.

Contract Number:	LIB-2019-00010544	Contract Term:	6/1/2019	to	5/31/2020
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Background: On May 22, 2019, Council approved for the Dallas Public Library to cease collecting and charging fines. In order to properly and completely remove any current fines, our ILS vendor Innovative has the option for us to request custom services, such as fine removal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		2731		- LIB-2019-00010544	\$1,000.00	
Financing:							TOTAL:	\$1,000.00

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	16-1426	11/01/2016	\$1,347,297.04	\$600.00	\$1,348,897.04	0.07 %

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

05.24.19  
Date


*[Signature]*  
Approved as to Form by City Attorney

5/31/19  
Date

*[Signature]*  
By City Manager

5-28-19  
Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	196035
		EFFECTIVE DATE
		Apr 23, 2019

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price more than 25%).
<input checked="" type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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2019 MAY 31 AM 11:23  
CITY SECRETARY  
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Vendor Name:</b>	<b>DARRYL RATCLIFF</b>	<b>Vendor No.:</b>	VS86215
<b>Subject:</b>	Professional Services		
<b>Lead Dept:</b>	Office of Cultural Affairs		

**Action Requested:** Consultant shall present a project entitled, "Dallas! The Remix" This project is a conceptual art project used to investigate the identity of Dallas, TX through the lens of the hit TV show "Dallas". Consultant will engage with residents of the North Dallas Neighborhood Alliance to gather neighborhood stories and experiences, ultimately offering these in a community theatrical production inspired by the stories and plot lines of the TV show. One of the project's goals is to enhance understanding of and respect for diverse cultural traditions and heritages of Dallas residents by connecting adult neighbors of various ages and backgrounds to share their experiences. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2019-00009336 (00024178)	<b>Contract Term:</b>	4/29/19	<b>to</b>	7/31/2019
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**Background:** The fee for this service is **\$7,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,500.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) payment of 50%, or **\$3,500.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4888		3089	CVP	MASC OCA-2019-00009336	\$7,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$7,000.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
<b>Contract Amendment Information:</b>						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<p><i>Jennifer Scripps</i> Jennifer Scripps (Apr 23, 2019) By Department Director</p>	<p>Apr 23, 2019 Date</p>	<p><i>Christen Sutton</i> Christen Sutton (May 30, 2019) Approved as to Form by City Attorney</p>	<p>May 30, 2019 Date</p>
	<p><i>[Signature]</i> By City Manager</p>	<p>Apr 23, 2019 Date</p>	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

196036

EFFECTIVE DATE

May 13, 2019

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
  - b. Amendments to competitively bid or formal proposal contracts; \$50,000 or less (may not increase original contract price by more than 25%).
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  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

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- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order.  Yes  No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.  Yes  No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Spay Neuter Network Vendor No. VS0000026296

Subject: Spay Neuter Surgeries

Lead Dept: Dallas Animal Services

Action Requested: Authorize an extension of the current Master Agreement for additional two (2) year period

Contract Number: DAS-2019-00010083 Contract Term: 10/11/19 to 10/11/21

Background: On October 26, 2016 Dallas City Council awarded a three (3) year master agreement with two one-year renewal options to Spay Neuter Network (VS26296) for Spay /Neuter services in the amount of \$2,037,978.00 by Resolution 16-1717 resulting from solicitation BAZ1513. This extension will allow the City to continue to utilize their services under the same term and conditions for an additional 2-year period


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DAS	3575	CC03	3070		DAS-2019-00010083	0	
Financing:							TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	16-1717	10/26/16	\$2,037,978.00	0	\$2,037,978.00	0%

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

  
 \_\_\_\_\_  
 By Department Director Date May 10, 2019

  
 \_\_\_\_\_  
 Approved as to Form by City Attorney Date May 13, 2019

  
 \_\_\_\_\_  
 By City Manager Date May 13, 2019

