



Agenda Information Sheet

File #: 19-841

Item #: 3.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of City Auditor

EXECUTIVE: Mark S. Swann

SUBJECT

Authorize a budget estimate of the needs and requirements of the City Auditor's Office for Fiscal Year 2019-20 in the amount of \$3,422,840 (subject to final citywide funding adjustments for decisions that will be made on a citywide basis for items such as staff benefits, insurance, Communication and Information Services chargebacks, and other items that may affect all City departmental budgets) - Financing: No cost consideration to the City

BACKGROUND

The Dallas City Charter, Chapter IX establishes the City Auditor's Office as an independent audit function with the primary responsibility of serving at the direction of the City Council.

Proposition 5 (Approved on 11-4-2014) amended the Dallas City Charter Chapter XI, Sec. 2 to require the City Auditor to furnish a budget estimate of the needs and requirements of the City Auditor's Office for the coming year directly to the City Council, to be approved by the City Council, and then consolidated with the City Manager's annual budget estimate. (Amendment of 11-8-2005, Proposition Number 13; Amendment of 11-4-2014, Proposition Number 5)

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Government Performance & Financial Management Committee on June 3, 2019.

FISCAL INFORMATION

No cost consideration to the City.

June 12, 2019

WHEREAS, on June 3, 2019, the Office of the City Auditor will seek to obtain a vote of approval from the Government Performance & Financial Management Committee of the City Auditor's Office budget estimate of \$3,422,840, subject to final citywide adjustments, and move forward to full City Council for inclusion in the City Manager's annual budget estimate for Fiscal Year 2019-20.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Auditor's Office budget estimate of \$3,422,840, subject to final citywide funding adjustments for decisions that will be made on a citywide basis for items such as staff benefits, insurance, Communication and Information Services chargebacks, and other items that may affect all City departmental budgets be included in the City Manager's annual budget estimate for Fiscal Year 2019-20.

SECTION 2. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-813

Item #: 30.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Equipment and Fleet Management Department

EXECUTIVE: Elizabeth Reich

SUBJECT

An ordinance amending Chapter 15D, "Emergency Vehicles", of the Dallas City Code, by amending Sections 15D-15 and 15D-53 to **(1)** revise the definition of Emergency Wrecker Service to include City-owned vehicles; and **(2)** include the addition of City-owned vehicles to the rapid response program - Estimated amount of \$149,994 - Financing: Various Funds (see Fiscal Information)

BACKGROUND

Currently, City-owned vehicles that are inoperable for mechanical reasons and require a tow are classified as non-emergency wrecker service. This non-emergency wrecker service is provided by contract with two tow companies. Wait times for non-emergency wrecker service has sometimes exceeded 2 hours and adversely impacted operations and staff's ability to return to work.

These ordinance amendments will allow mechanically inoperable City-owned vehicles to receive emergency wrecker service and greatly enhance timeliness and safety in the retrieval of vehicles and their operators from the right-of-way. Annually, it is estimated that approximately 906 or 25 percent of City-owned vehicle tows will be recategorized from non-emergency to emergency. The Dallas Police Department will continue to utilize the existing rotation schedule for the approximately 32 authorized emergency wrecker companies by specific tow zone.

There is a cost difference between the existing non-emergency contract and the fees for emergency wrecker service as approved by ordinance. Staff estimates that these ordinance changes will cost an additional \$149,994 in annual tow expenses. However, there are anticipated savings in staff overtime as well as reduced opportunity for roadside injuries and vehicle damage that will offset this new cost.

The table below shows the variances by vehicle tow category:

Tow Type	Contract Cost	Emergency Cost	Variance	Annual Est. Volume	Estimated Costs
Light	\$ 95.00	\$ 139.00	\$ 44.00	411	\$ 18,084.00
Medium	\$ 129.00	\$ 219.00	\$ 90.00	47	\$ 4,230.00
Heavy	\$ 224.00	\$ 509.00	\$ 285.00	448	\$127,680.00
				906	\$149,994.00

Departments involved in the development of these amendments are:

- Department of Aviation
- Department of Communication and Information Services
- Police Department
- City Attorney’s Office
- Office of Risk Management

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance and Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$46,593 (estimated amount)
Enterprise Funds - \$102,144 (estimated amount)
Other Funds - \$1,257 (estimated amount)

ORDINANCE NO. _____

An ordinance amending Chapter 15D, “Emergency Vehicles,” of the Dallas City Code by amending Sections 15D-15 and 15D-53; providing a revised definition of emergency wrecker service; adding city-owned vehicles to the rapid response program; providing a penalty not to exceed \$500; providing a saving clause; providing a severability clause; and providing an effective date.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That Paragraph (12) of Section 15D-15, “Definitions,” of Division 1, “General Provisions” of Article II, “Emergency Wreckers,” of Chapter 15D, “Emergency Vehicles,” of the Dallas City Code is amended to read as follows:

“(12) EMERGENCY WRECKER SERVICE means the business of towing or removing wrecked, disabled, [~~or~~] illegally parked, or city-owned vehicles from the streets upon request of the chief of police.”

SECTION 2. That Paragraph (a) of Section 15D-53, “Rapid Response Program,” of Division 5, “Service Rules and Regulations,” of Article II, “Emergency Wreckers,” of Chapter 15D, “Emergency Vehicles,” of the Dallas City Code is amended to read as follows:

“(a) The chief of police shall create a rapid response rotation list to assign licensed emergency wrecker companies to city-owned vehicles and rapid response locations in a particular zone for each day of the week. The chief of police may modify the rotation list on a monthly basis to prevent one emergency wrecker company from always working the same day of the week in rotation.”

SECTION 3. That a person violating a provision of this ordinance, upon conviction, is punishable by a fine not to exceed \$500.

SECTION 4. That Chapter 15D of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

SECTION 5. That any act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced in any action before the amendment or repeal of any ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of any ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if the amended or repealed ordinance, or part thereof, had remained in force.

SECTION 6. That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

SECTION 7. That this ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so ordained.

APPROVED AS TO FORM:

CHRISTOPHER J. CASO, Interim City Attorney

By _____
Assistant City Attorney

Passed _____



Agenda Information Sheet

File #: 19-822

Item #: 34.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Budget

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize **(1)** final adoption of the FY 2019-20 HUD Consolidated Plan Budget for U.S. Department of Housing and Urban Development Grant Funds in an estimated amount of \$29,896,688 for the following programs and estimated amounts: **(a)** Community Development Block Grant (CDBG) in the amount of \$14,697,642; **(b)** HOME Investment Partnerships Program (HOME) in the amount of \$5,427,679; **(c)** Emergency Solutions Grant in the amount of \$1,256,675; **(d)** Housing Opportunities for Persons with AIDS in the amount of \$7,058,692; and **(e)** estimated Program Income in the amount of \$1,456,000, comprised of \$456,000 for CDBG and \$1,000,000 for HOME; and **(2)** final adoption of the new Five-Year Consolidated Plan, covering the period of FY 2019-20 through FY 2023-24 - Financing: No cost consideration to the City

BACKGROUND

The City of Dallas receives four formula grants each year from the U.S. Department of Housing and Urban Development (HUD). The four grants make up the Consolidated Plan and consist of: CDBG, HOME, Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). The purpose of CDBG is to develop viable urban communities by providing decent housing and a suitable living environment, and the expansion of economic opportunities. HOME funds provide, develop, support, produce, and expand the supply of decent and affordable housing. ESG funds help to prevent homelessness and assist individuals and families who are already homeless. HOPWA funds provide housing and supportive services to individuals with AIDS, persons who are HIV positive, and their family members.

The Consolidated Plan covers a five-year planning period. It is a comprehensive analysis and strategic plan that identifies community needs, prioritizes those needs, and details how they will be addressed. Requirements for development and submission of the Consolidated Plan are found at 24 CFR, Part 91. In order to continue receiving the four grants from HUD, the City must have a Consolidated Plan.

The current Consolidated Plan expires at the end of the current fiscal year (September 30, 2019).

The new Five-Year Consolidated Plan covers the period of October 1, 2019 through September 30, 2024.

Development of the new Five-Year Consolidated Plan began in November 2018, with input from the Community Development Commission (CDC), a citizen advisory board appointed by the City Council. The CDC, along with City staff, conducted a total of 13 public meetings. These meetings provided the public opportunities to identify community needs, and comment and provide input on the approach for developing the new Five-Year Consolidated Plan and potential uses of HUD Grant Funds.

Public meetings were held as follows:

January 3, 2019 - Dallas City Hall
January 7, 2019 - Martin Luther King, Jr. Community Center
January 8, 2019 - Jaycee Zaragoza Recreation Center
January 8, 2019 - Tommie M. Allen Recreation Center
January 9, 2019 - Ryan White Planning Council (RWPC)
January 10, 2019 - Willie B. Johnson Recreation Center
January 10, 2019 - Timberglen Recreation Center
January 12, 2019 - Lockwood Library
January 14, 2019 - Prairie Creek Library
January 15, 2019 - Audelia Road Library
January 16, 2019 - Beckley Saner Recreation Center
January 17, 2019 - On-line Virtual Meeting
January 22, 2019 - Continuum of Care (CoC)

On January 9, 2019, the City Council provided initial support of the proposed strategy for development of the new Five-Year Consolidated Plan for FY 2019-20 through 2023-24.

The City Manager's Proposed FY 2019-20 HUD Consolidated Plan Budget was presented to the CDC on March 7, 2019 and the CDC held meetings in April, 2019 to review the proposed budget.

On April 4, 2019, the CDC concurred with the City Manager's proposed budget with one amendment to the CDBG Public Services category and made recommendations resulting from their deliberations and input from residents received during community meetings.

CDC - CDBG Amendment

- Reduce funding for the CDBG funded Overcoming Barriers to Work Program by \$300,000
- Increase funding to Dallas Park and Recreation Out-of-School Time Program by \$150,000
- Increase funding to Early Childhood and Out-of-School Time Services Program by \$150,000

Recommendations

1. Contracts for CDBG Public Services be awarded for a one-year term, with two one-year renewal options.
2. Following completion of three-year contract, agency will be required to "sit-out" of the solicitation process for minimum of one year.
 - Staff comment: Research determined that requiring a vendor that has successfully performed to have a "sit-out" period is not an acceptable procurement criterion under

State Law and the City's Code and processes. Staff will explore opportunities to incentivize new participants that are acceptable under State Law and the City's Code and processes.

3. Contract awards be set at a minimum of \$25,000 and a maximum of \$100,000.
 - Staff comment: Setting a maximum for contracts may be restrictive for agencies desiring to collaborate on joint grant submissions. Recommends that exceptions be allowed on a case-by-case basis as necessary to ensure high-quality, high-performing programs.
4. City Council consider amending or rescinding the current policy related to the use of CDBG funds for public improvements at nonprofit agencies.
 - Staff comment: Revision to the current policy will be recommended in Fall 2019.
5. City is strongly encouraged to seek additional funds to support housing development.

The City Council was briefed on the City Manager's Proposed FY 2019-20 HUD Consolidated Plan Budget and the CDC's amendment and recommendation on April 17, 2019. During the April 17 briefing, Council members were invited to submit amendments to the proposed FY 2019-20 Consolidated Plan Budget.

On May 8, 2019, City Council approved preliminary adoption of the Proposed FY 2019-20 HUD Consolidated Plan Budget (that included the amendment from the CDC), the new Five-Year Consolidated Plan, covering the period of FY 2019-20 through FY 2023-24, and called a public hearing to be held on May 22, 2019.

One proposed amendment was received from the City Council. On May 15, 2019, the City Council discussed and conducted straw votes on the proposed amendment to the Proposed FY 2019-20 HUD Consolidated Plan Budget.

City Council - CDBG Amendment

- Reduce funding for the CDBG funded Overcoming Barriers to Work Program by \$713,126
- Increase/Restore funding to Community Court Program by \$713,126

Based on results of City Council straw votes, the Proposed FY 2019-20 HUD Consolidated Plan Budget was revised to incorporate the amendment. Following the City Council amendment, \$153,868 remains in the Overcoming Barriers to Work Program.

The FY 2019-20 CDBG Annual Budget does not include reprogramming funds. Reprogramming funds were accelerated on April 10, 2019 and added to the Housing 2018 Notice of Funding Availability instead of waiting until FY 2019-20.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 1, 2018, Community Development Commission (CDC) provided input and made recommendations into the development of the new Five-Year Consolidated Plan.

On November 6, 2018, City Council was briefed to discuss requirements for submitting a Five-Year Consolidated Plan to HUD; consider CDC input and recommendations; and consider City's approach to completing the new Five-Year Consolidated Plan.

On December 5, 2018, City Council was briefed to review recommendations for developing new Five-Year Consolidated Plan for FY 2019-20 through FY 2023-24.

On January 9, 2019, City Council provided initial support of proposed strategy for development of the new Five-Year Consolidated Plan for FY 2019-20 through FY 2023-24, by Resolution No. 19-0091.

On March 7, 2019, CDC was briefed on the City Manager’s Proposed FY 2019-20 HUD Consolidated Plan Budget and the CDC held meetings in March 2019 to review the proposed budget.

On April 4, 2019, CDC approved the City Manager’s Proposed FY 2019-20 HUD Consolidated Plan Budget with one amendment to the CDBG Public Services category and made recommendations.

On April 17, 2019, City Council was briefed on the City Manager’s Proposed HUD Consolidated Plan for FY 2019-20 through FY 2023-24, FY 2019-20 Annual Budget and CDC review.

On May 8, 2019, City Council approved preliminary adoption of the Proposed FY 2019-20 HUD Consolidated Plan Budget, the new Five-Year Consolidated Plan, covering the period of FY 2019-20 through FY 2023-24, and called a public hearing, by Resolution No. 19-0704.

On May 15, 2019, the Proposed FY 2019-20 HUD Consolidated Plan Budget was included on the City Council briefing agenda to discuss Council amendments and conduct straw votes.

On May 22, 2019, City Council held a public hearing to receive comments on the Proposed FY 2019-20 HUD Consolidated Plan Budget and the new Five-Year Consolidated Plan.

FISCAL INFORMATION

Proposed FY 2019-20 HUD Consolidated Plan Budget

CDBG:	\$14,697,642	FY 2019-20 Entitlement
	\$ 300,000	Program Income (estimate)
	<u>\$ 156,000</u>	Program Income - Retained by Sub-Recipient (estimate)
	\$15,153,642	

HOME:	\$ 5,427,679	FY 2019-20 Entitlement
	<u>\$ 1,000,000</u>	Program Income (estimate)
	\$ 6,427,679	

ESG:	\$ 1,256,675	FY 2019-20 Entitlement
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HOPWA:	<u>\$ 7,058,692</u>	FY 2019-20 Entitlement
	\$29,896,688	Total FY 2019-20 HUD Consolidated Plan Budget

June 12, 2019

WHEREAS, the Consolidated Plan is a comprehensive analysis and strategic plan that identifies community needs, prioritizes those needs, details how needs will be addressed and covers a five-year planning period; and

WHEREAS, in order to continue receiving the four formula grants each year from the U.S. Department of Housing and Urban Development (HUD), the City must have a Consolidated Plan; and

WHEREAS, the grant funds include: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG); and Housing Opportunities for Persons with AIDS (HOPWA); and

WHEREAS, the current Consolidated Plan expires at the end of the current fiscal year (September 30, 2019) and the new Five-Year Consolidated Plan covers the period of October 1, 2019 through September 30, 2024; and

WHEREAS, the Community Development Commission (CDC) and City staff conducted thirteen meetings during January 2019 that provided the public opportunities to participate in identifying needs and to comment on the potential uses of U.S. Department of Housing and Urban Development (HUD) Grant Funds; and

WHEREAS, on January 9, 2019, City Council provided initial support of proposed strategy for development of the new Five-Year Consolidated Plan for FY 2019-20 through FY 2023-24, by Resolution No. 19-0091; and

WHEREAS, on March 7, 2019, the CDC was briefed on the City Manager's Proposed FY 2019-20 HUD Consolidated Plan Budget, CDC Committees held meetings in March 2019 to review the proposed budget; and

WHEREAS, on April 4, 2019 - CDC approved the City Manager's Proposed FY 2019-20 HUD Consolidated Plan Budget with one amendment to the CDBG Public Services category and made recommendations; and

WHEREAS, on April 17, 2019, City Council was briefed on the City Manager's Proposed HUD Consolidated Plan for FY 2019-20 through FY 2023-24, FY 2019-20 Annual Budget and CDC review; and

WHEREAS, on May 8, 2019, City Council approved preliminary adoption of the Proposed FY 2019-20 HUD Consolidated Plan Budget, the new Five-Year Consolidated Plan, covering the period of FY 2019-20 through FY 2023-24, and called a public hearing, by Resolution No. 19-0704; and

WHEREAS, Federal regulations require that a public hearing to be held on the City's Proposed FY 2019-20 HUD Consolidated Plan Budget, and the new Five-Year Consolidated Plan; and

June 12, 2019

WHEREAS, a summary of the Proposed FY 2019-20 HUD Consolidated Plan Budget and the new Five-Year Consolidated Plan was published in the Dallas Morning News on May 9, 2019, to provide an opportunity to submit written comments through June 11, 2019; and

WHEREAS, On May 15, 2019, the Proposed FY 2019-20 HUD Consolidated Plan Budget was included on the City Council briefing agenda to discuss the Council amendments and conduct straw votes on one amendment to the CDBG Public Services category; and

WHEREAS, On May 22, 2019, City Council held a public hearing, to receive comments on the City's Proposed FY 2019-20 HUD Consolidated Plan Budget, and the new Five-Year Consolidated Plan.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That final adoption of the FY 2019-20 HUD Consolidated Plan Budget be approved per Schedule A, and the new Five-Year Consolidated Plan for FY 2019-20 through FY 2023-24 be approved per Schedule D.

SECTION 2. That the City Manager is authorized to apply for, accept, and take actions to implement HUD grant numbers B-19-MC-48-0009 (CDBG - \$15,153,642, which includes \$14,697,642 in grant funds and \$456,000 in program income), M-19-MC-48-0203 (HOME - \$6,427,679, which includes \$5,427,679 in grants funds and \$1,000,000 in program income), E-19-MC-48-0009 (ESG - \$1,256,675), and TXH19-F001 (HOPWA - \$7,058,692) in the amount of \$29,896,688 and be authorized to execute the contracts and grant agreements with HUD and all documents related to the execution of the grants upon approval as to form by the City Attorney.

SECTION 3. That the City Manager is authorized to establish FY 2019-20 appropriations as follows:

- Community Development Block Grant Program in Fund CD19 up to the amount of \$14,997,642 consisting of the entitlement grant of \$14,697,642, and estimated program income of \$300,000 to be returned to the City as set forth in the attached Schedule B, effective October 1, 2019.
- HOME Investment Partnerships Program in Fund HM19 up to the amount of \$6,427,679 consisting of the entitlement grant of \$5,427,679 and estimated program income of \$1,000,000 to be returned to the City as set forth in the attached Schedule B, effective October 1, 2019.

June 12, 2019

SECTION 3. (continued)

- Emergency Solutions Grant in Fund ES19 up to the amount of \$1,256,675 as set forth in the attached Schedule B, effective October 1, 2019.
- Housing Opportunities for Persons with AIDS in Fund HW19 up to the amount of \$7,058,692 as set forth in the attached Schedule B, effective October 1, 2019.

SECTION 4. That the revolving loan program income generated by the business loan program, estimated to be \$156,000 for FY 2019-20, as set forth in Schedule B, be retained by sub-recipient and used to carry out Community Development eligible activities in accordance with HUD requirements and upon written approval by the responsible City of Dallas departments.

SECTION 5. That the Chief Financial Officer is authorized to receive funds up to the amounts set forth in the attached Schedule C.

SECTION 6. That the Chief Financial Officer is authorized to disburse funds up to the amounts set forth in the attached Schedule B.

SECTION 7. That the City Manager be authorized to transfer HUD grant funds between projects and individual object codes and/or categories in accordance with HUD regulations and the City's Citizen Participation Plan.

SECTION 8. That the City Manager is hereby authorized to reimburse to HUD any expenditures identified as ineligible.

SECTION 9. That the City Manager shall notify the appropriate City Council Committee of expenditures identified as ineligible not later than 30 days after the reimbursement.

SECTION 10. That the City Manager shall keep the appropriate City Council Committee informed of all final HUD audit reports not later than 30 days after the receipt of the reports.

SECTION 11. That the City Manager be authorized to provide additional information and make adjustments to take other actions relating to these budgets as may be necessary in order to satisfy HUD requirements.

SECTION 12. That the Community Development Block Grant from the U.S. Department of Housing and Urban Development (Grant No. B-19-MC-48-0009 and CFDA No. 14.218) is designated as Contract No. BMS-2019-00010496.

June 12, 2019

SECTION 13. That the HOME Investment Partnerships Program Grant from the U.S. Department of Housing and Urban Development (Grant No. M-19-MC-48-0203 and CFDA No. 14.239) is designated as Contract No. BMS-2019-00010497.

SECTION 14. That the Emergency Solutions Grant from the U.S. Department of Housing and Urban Development (Grant No. E-19-MC-48-0009 and CFDA No. 14.231) is designated as Contract No. BMS-2019-00010498.

SECTION 15. That the Housing Opportunities for Persons with AIDS Grant from the U.S. Department of Housing and Urban Development (Grant No. TXH19-F001 and CFDA No. 14.241) is designated as Contract No. BMS-2019-00010499.

SECTION 16. That this resolution shall take effect immediately from and after its passage in accordance with the Charter of the City of Dallas, and it is accordingly so resolved.

SCHEDULE A
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET

Project Name	Amount
<u>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</u>	
<u>CDBG - Public Services</u>	
1 PKR Out-of-School Time Program	\$ 750,000
2 Early Childhood and Out-of-School Time Services Program	650,000
Youth Programs Sub-Total	1,400,000
3 Community Court Program	713,126
Other Public Services Sub-Total	713,126
4 Overcoming Barriers to Work Program	153,868
	153,868
Total CDBG - Public Services	2,266,994
<u>CDBG - Housing Activities</u>	
5 Dallas Homebuyer Assistance Program	2,500,000
Homeownership Opportunities Sub-Total	2,500,000
6 Home Improvement and Preservation Program (HIPP)	4,464,258
7 Residential Development Acquisition Loan Program	500,000
Homeowner Repair Sub-Total	4,964,258
Total CDBG - Housing Activities	7,464,258
<u>CDBG - Economic Development</u>	
8 Business Loan Program (Program Income)	156,000
Total CDBG - Economic Development	156,000
<u>CDBG - Public Improvements</u>	
9 Public Facilities and Improvements	2,326,862
Total CDBG - Public Improvement	2,326,862

SCHEDULE A
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET

Project Name	Amount
<u>CDBG - Fair Housing and Planning & Program Oversight</u>	
10 Equity and Human Rights Office	561,605
11 Citizen Participation/CDC Support/HUD Oversight	840,805
12 Community Care Management Support	333,662
13 Housing Management Support	1,203,456
Total CDBG - Fair Housing and Planning & Program Oversight	2,939,528

TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT	15,153,642
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HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)

14 CHDO Development Loan Program	815,000
15 CHDO Operating Assistance	150,000
16 HOME Program Administration	642,767
17 Dallas Homebuyer Assistance Program	767,129
18 Housing Development Loan For Sale and Rental Program	4,052,783
Homeownership Opportunities Sub-Total	6,427,679

TOTAL HOME INVESTMENT PARTNERSHIP PROGRAM	6,427,679
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EMERGENCY SOLUTIONS GRANT (ESG)

19 Emergency Shelter	530,052
20 Street Outreach	126,362
Essential Services/Operations Sub-Total	656,414
21 Homelessness Prevention	120,261
Homeless Prevention Sub-Total	120,261
22 Rapid Re-Housing	366,000
Rapid Re-Housing Sub-Total	366,000
23 HMIS Data Collection	25,000
HMIS Data Collection Sub-Total	25,000
24 ESG Administration	89,000
Program Administration Sub-Total	89,000

TOTAL EMERGENCY SOLUTIONS GRANT	1,256,675
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SCHEDULE A
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET

Project Name	Amount
<u>HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)</u>	
25 Emergency/Tenant Based Rental Assistance	4,002,203
26 Facility Based Housing	1,900,000
27 Housing Placement & Other Support Services	218,537
28 Housing Facilities Rehab/Repair/Acquisition	300,000
29 Housing Information/Resource Identification	150,000
Other Public Services Sub-Total	6,570,740
30 Program Administration/City of Dallas	186,000
31 Program Administration/Project Sponsors	301,952
Program Administration Sub-Total	487,952
TOTAL HOUSING OPPORTUNITIES FOR PERSONS W/ AIDS	7,058,692
GRAND TOTAL HUD CONSOLIDATED PLAN BUDGET	\$29,896,688

SCHEDULE B
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET
APPROPRIATIONS AND ORGANIZATIONAL HIERARCHY

FUND	DEPT.		FY 2019-20 ADOPTED BUDGET	UNIT 1	UNIT 2
CD19		<u>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</u>	<u>\$ 15,153,642</u>	CDBG	
		<u>City Attorney's Office</u>			
		<u>Community Court Program</u>	<u>713,126</u>	CDAT	
1	ATT	South Dallas/Fair Park Community Court	248,673		900D
2	ATT	South Oak Cliff Community Court	234,978		901D
3	ATT	West Dallas Community Court	229,475		902D
		<u>Economic Development</u>	<u>156,000</u>	N/A	
4	ECO	Business Loan Program (Program Income)	156,000		N/A
		<u>Housing & Neighborhood Revitalization</u>	<u>10,994,576</u>	CDHO	
5	HOU	Dallas Homebuyer Assistance Program	2,500,000		903D
6	HOU	Home Improvement and Preservation Program (HIPP)	4,464,258		904D
7	HOU	Residential Development Acquisition Loan Program	500,000		905D
8	HOU	Housing Management Support	1,203,456		906D
9	HOU	Public Facilities and Improvements	2,326,862		907D
		<u>Management Services/Fair Housing</u>	<u>561,605</u>	CDMG	
10	MGT	Equity and Human Rights Office	561,605		908D
		<u>Management Services/Office of Community Care Services</u>	<u>1,137,530</u>	CDMG	
11	MGT	Early Childhood and Out-of-School Time Services Program	650,000		909D
12	MGT	Community Care Management Support	333,662		910D
13	MGT	Overcoming Barriers to Work Program	153,868		911D
		<u>Office of Financial Services</u>	<u>840,805</u>	CDBM	
14	BMS	Citizen Participation/CDC Support/HUD Oversight	840,805		912D
		<u>Park and Recreation</u>	<u>750,000</u>	CDPK	
15	PKR	PKR Out-of-School Time Program - School Sites	663,458		913D
16	PKR	PKR Out-of-School Time Program - Community Centers	86,542		914D
HM19		<u>HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)</u>	<u>6,427,679</u>	HMHO	
		<u>Housing & Neighborhood Revitalization</u>			
17	HOU	CHDO Development Loan Program	815,000		915D
18	HOU	CHDO Operating Assistance	150,000		916D
19	HOU	HOME Program Administration	642,767		917D
20	HOU	Dallas Homebuyer Assistance Program	767,129		918D
21	HOU	Housing Development Loan For Sale and Rental Program	4,052,783		919D

SCHEDULE B
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET
APPROPRIATIONS AND ORGANIZATIONAL HIERARCHY

FUND	DEPT.		FY 2019-20 ADOPTED BUDGET	UNIT 1	UNIT 2
ES19		<u>EMERGENCY SOLUTIONS GRANT (ESG)</u>	<u>1,256,675</u>	ESMG	
		<u>Management Services/Office of Homeless Solutions</u>			
22	MGT	Emergency Shelter	439,000		920D
23	MGT	Street Outreach	126,362		921D
24	MGT	Rapid Re-Housing	366,000		922D
25	MGT	HMIS Data Collection	25,000		923D
26	MGT	ESG Administration	89,000		924D
		<u>Management Services/Office of Community Care Services</u>			
27	MGT	Emergency Shelter	91,052		925D
28	MGT	Homelessness Prevention	120,261		926D
HW19		<u>HOUSING OPPORTUNITIES FOR PERSONS W/AIDS (HOPWA)</u>	<u>7,058,692</u>	HWMG	
		<u>Management Services/Office of Homeless Solutions</u>			
29	MGT	Emergency/Tenant Based Rental Assistance	2,705,000		927D
30	MGT	Facility Based Housing	1,900,000		928D
31	MGT	Housing Placement & Other Support Services	125,000		929D
32	MGT	Housing Facilities Rehab/Repair/Acquisition	300,000		930D
33	MGT	Housing Information Services/Resource Identification	150,000		931D
34	MGT	Program Administration/City of Dallas	186,000		932D
35	MGT	Program Administration/Project Sponsors	301,952		933D
		<u>Management Services/Office of Community Care Services</u>			
36	MGT	Emergency/Tenant Based Rental/Financial Assistance	1,297,203		934D
37	MGT	Housing Placement & Other Support Services	93,537		935D
CONSOLIDATED PLAN TOTAL			<u>\$ 29,896,688</u>		

SCHEDULE C
FY 2019-20 HUD CONSOLIDATED PLAN BUDGET
SOURCE OF FUNDS

SOURCE OF FUNDS	Amount
Community Development Block Grant (CDBG)	\$ 14,697,642
Program Income - Housing Activities (estimated)	300,000
Program Income - Sub-recipient Retained (estimated)	156,000
Home Investment Partnerships Program (HOME)	5,427,679
Program Income (estimated)	1,000,000
Emergency Solutions Grant (ESG)	1,256,675
Housing Opportunities for Persons With AIDS (HOPWA)	<u>7,058,692</u>
GRAND TOTAL HUD GRANT FUNDS	\$ 29,896,688

SCHEDULE D

5-YEAR CONSOLIDATED PLAN FY 2019-20 through FY 2023-24

Strategic Plan for the new 5-Year Consolidated Plan be as follows:

- A. Use of CDBG Public Service funds to address the drivers of poverty, with focus on reducing and/or eliminating barriers to work and other eligible services deemed a priority by the City.
- B. Use of CDBG Housing funds consistent with the City's Comprehensive Housing Policy to create new homeowners through the homebuyer assistance program; and preservation of existing housing through rehabilitation and/or reconstruction of single-family and multi-family units.
- C. Use of CDBG funds for public facilities and infrastructure needs in eligible areas, specifically including racially or ethnically concentrated areas of poverty.
- D. Use of CDBG funds for fair housing, planning and program administration, up to the maximum 20% allowed.
- E. Use of HOME funds consistent with the City's Comprehensive Housing Policy, and include using up to the maximum 10% allowed for program administration and minimum 15% set-aside for CHDOs.
- F. Use of ESG funds, in consultation with the Continuum of Care, consistent with the Office of Homeless Solutions Strategy Plan, and include using up to the maximum 7.5% allowed for program administration.
- G. Use of HOPWA funds consistent with priorities established by the Ryan White Planning Council of the Dallas Area (RWPC) and with needs identified in the RWPC Comprehensive HIV Needs Assessment, and using up to the maximum 3% allowed for program administration.



Agenda Information Sheet

File #: 19-471

Item #: 40.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for event equipment rental services for the Park & Recreation Department - Texas Tent, LLC, most advantageous proposer of four - Not to exceed \$609,952 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service price agreement will provide for event equipment rental services including but not limited to: tents, tables, chairs, linen, lighting, stage equipment, pipe and drapes, etc. These items will be used throughout the city at multiple locations by the Park & Recreation Department at various events during the term of this agreement.

The Park & Recreation Department plans and coordinates over 80 special events annually for the general public and City employees. Each event is uniquely different in nature covering a variety of multicultural activities and occasions. Additionally, these events cater to a wide demographic encompassing all age ranges reflecting the inclusivity and diversity within the City. Events held annually include Pumpkin on the Plaza, Mayor’s Back to School Fair, Mayor’s Youth and Fitness Initiative Summer Bash, Senior Games, Mother’s Day Luncheon, Texas Women Art Show, and the Invitational Rodeo. Due to the heavy year-round schedule of these events, experienced event equipment supply, project planning, and execution is essential to the Park & Recreation Department’s mission to provide quality leisure service opportunities for the citizens of Dallas.

A five member committee from the following departments reviewed and evaluated the qualifications:

- Library (1)
- Park & Recreation Department (2)
- Office of Procurement Services (1)*
- Office of Business Diversity (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30 points
- Qualifications and experience 30 points
- Project approach 25 points
- Business Inclusion & Development Plan 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,254 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$11.15; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 2, 2019, the Park & Recreation Board authorized a three-year service price agreement with Texas Tent, LLC.

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$609,952.00 (subject to annual appropriations)

FY 2018-19 \$103,317.32
FY 2019-20 \$203,317.34
FY 2020-21 \$203,317.34
FY 2021-22 \$100,000.00

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$609,952.00	Other Services	23.80%	24.41%	\$148,916.40
• This contract exceeds the M/WBE goal.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BNZ1814. We opened them on August 18, 2018. We recommend the City Council award this service price agreement in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Texas Tent, LLC	107 N. Kirby St. Garland, TX 75042	83.67	\$609,952.00
Bratt Productions, Inc. dba Peerless Events and Tents	3301 E. Randoll Mill Rd. Arlington, TX 76011	83.56	\$672,707.47
M & M Rental Center, Inc.	3200 Belmeade Dr. Carrollton, TX 75006	81.79	\$772,818.75
Lone Star Events and Tents	1300 W. Main St. Waxahachie, TX 75165	70.06	\$677,097.78

OWNER

Texas Tent, LLC

Bobby Bradley, President

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Texas Tent, LLC (VC19929), approved as to form by the City Attorney, for event equipment rental services for the Park & Recreation Department for a term of three years, in an amount not to exceed \$609,952. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Texas Tent, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Texas Tent, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$609,952 to Texas Tent, LLC from Service Price Agreement No. PKR-2019-00009716.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-724

Item #: 41.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service contract for subscription to LinkedIn for the Department of Human Resources and Civil Service with Carahsoft through the Department of Information Resources cooperative agreement - Not to exceed \$236,362.80 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This service contract will provide corporate level subscription to LinkedIn for the Department of Human Resources and Civil Service. This subscription will also allow Civil Service and Human Resources staff to source highly talented candidates for City positions. The subscription provides the City with capabilities to continue improving recruitment efforts in support of the Hire Dallas initiative through technology. Having access to LinkedIn's 500 million members will give the City a unique opportunity to utilize LinkedIn's extensive network of resources, online tools and talent solutions to accomplish extensive recruiting efforts. These resources include posting current job openings, targeted outreach through membership database searches, specialized City branding through customizable company career pages and the ability to emphasize focus on hard-to-fill positions. Utilizing these unique tools and services offered under the corporate subscription increases the number of qualified and highly skilled candidates informed about and possibly applying for City jobs while improving the perception and appeal of the City as a great place to work.

The Department of Information Resources cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$236,362.80 (subject to annual appropriations)

FY 2018-19 \$78,787.14

FY 2019-20 \$78,787.14

FY 2020-21 \$78,788.52

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$236,362.80	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none"> • Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices • Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

Carahsoft

Craig P. Abod, President
 Robert R. Moore, Vice President
 Karina Woods, Secretary

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to execute a service contract with Carahsoft (VS0000021586) through the Department of Information Resources cooperative agreement, approved as to form by the City Attorney, for subscription to LinkedIn, for a term of three years in an amount not to exceed \$236,362.80. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Carahsoft Technology Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by Carahsoft Technology Corporation under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$236,362.80 (subject to annual appropriations) to Carahsoft from Master Agreement Service Contract No. PER-2019-00010347.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-821

Item #: 42.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the purchase of twenty-nine pieces of service shop equipment to be used by the Equipment and Fleet Management Department with Reeder Distributors, Inc. through the Texas Association of School Boards cooperative agreement - Not to exceed \$289,395 - Financing: Master Lease-Equipment Fund

BACKGROUND

This item will allow for the purchase of twenty-nine pieces of service shop equipment to be used by the Equipment and Fleet Management Department.

As recommended by the Fleet Management Study conducted by Alvarez & Marsal in 2018, the Equipment and Fleet Management Department conducted an evaluation of service shop equipment needs. The focus is to improve shop workflow by replacing outdated equipment and adding tools that will optimize and enhance efficiency in maintenance operations. The purchase of this new equipment will increase safety, productivity, and diagnostic capabilities. The inclusion of extended warranties and service agreements will also safeguard the useful life of this equipment.

The below equipment is included in the purchase:

- Alignment machines
- Alignment racks
- Tire balancers
- Tire changers
- Heavy duty transmission jacks
- Air conditioning (A/C) machines (recharge vehicle A/C systems)

The Texas Association of School Boards cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

Master Lease-Equipment Fund - \$289,395.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$289,395.00	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none"> • Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices • Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

Reeder Distributors, Inc.

Gary Reeder, President
 Jason Reeder, Vice President
 Susan Tisano, Treasurer

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the purchase of twenty-nine pieces of service shop equipment to be used by the Equipment and Fleet Management Department is authorized with Reeder Distributors, Inc. (VS0000072866) through the Texas Association of School Boards cooperative agreement, in an amount not to exceed \$289,395.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for twenty-nine pieces of service shop equipment to be used by the Equipment and Fleet Management Department. If a formal contract is required for this purchase instead of a purchase order, the City Manager is hereby authorized to execute the contract, approved as to form by the City Attorney.

SECTION 3. That in order to reimburse and finance the lease/purchase acquisition of the equipment described herein over a period not to exceed the estimated useful life (10 years) thereof, any Authorized Officer of the City designated in the Master Equipment Lease/Purchase Agreement (the "Master Lease") between Banc of America Public Capital Corp and the City is hereby authorized and directed to execute, acknowledge and deliver a Schedule A (as defined in the Master Lease) pertaining to such equipment including all attachments, financing statements and schedules thereto, in substantially the form attached to the Master Lease, with such changes as the signing officer shall determine to be advisable. Each Authorized Officer of the City is also authorized to execute, acknowledge and deliver any other agreement, instrument, certificate, representation and document, and to take any other action as may be advisable, convenient or necessary to enter into such Schedule A. The financing terms for such equipment, to be determined pursuant to the provisions of the Master Lease and reflected in such Schedule A, and the granting of a security interest in the financed equipment pursuant to the Master Lease, are hereby approved.

SECTION 4. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$289,395 to Reeder Distributors, Inc. from Master Lease Equipment Fund, Fund ML19, Department EFM, Unit E397, Object 4720, Purchase Order No. POEFM00000146470.

SECTION 5. That this contract is designated as Contract No. EFM-2019-00010485.

SECTION 6. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-558

Item #: 43.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the purchase of replacement bunker golf course sand to be utilized at the Tenison Park Golf Course for the Park & Recreation Department - Texas Sports Sand, Inc., lowest responsible bidder of two - Not to exceed \$97,572 - Financing: Golf Improvement Trust Fund

BACKGROUND

This item will allow for the purchase of replacement bunker golf course sand to be utilized by the Park & Recreation Department (PKR) to fill bunkers at Tenison Park Golf Course. PKR maintenance staff will be conducting a bunker project to include the removal and replacement of existing sand and liners with the selected bunker sand. Selecting proper bunker sand is critical in the playability, aesthetics, performance and maintenance of golf courses. In addition, sand chosen for bunkers can impact the style of construction and architecture of the course. This purchase will ensure that patrons of Tenison Park Golf Course will continue to enjoy the quality and playability associated with City of Dallas golf courses.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 15 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 16, 2019, the Park & Recreation Board authorized the purchase of replacement bunker golf course sand to be utilized at the Tenison Park Golf Course with Texas Sports Sand, Inc.

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

Golf Improvement Trust Fund - \$97,572.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$97,572.00	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BP1907. We opened them on March 22, 2019. We recommend the City Council award this purchase in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Texas Sports Sand, Inc.	702 Easy St. Garland, TX 75042	\$ 97,572.00
Turf Materials	3700 Riverwalk Dr. Suite 275 Flower Mound, TX 75027	\$121,824.00

OWNER

Texas Sports Sand, Inc.

Paul Hagy, Owner

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the purchase of replacement bunker golf course sand to be utilized at the Tenison Park Golf Course for the Park & Recreation Department is authorized with Texas Sports Sand, Inc. (VS0000016040), in an amount not to exceed \$97,572.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for the purchase of replacement bunker golf course sand to be utilized at the Tenison Park Golf Course for the Park & Recreation Department. If a formal contract is required for this purchase instead of a purchase order, the City Manager is hereby authorized to execute the contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$97,572 to Texas Sports Sand, Inc. from Golf Improvement Trust Fund, Fund 0332, Department PKR, Unit 9363, Object 2262, Purchase Order No. PKR00000146314.

SECTION 4. That this contract is designated as Contract No. PKR-2019-00010051.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-764

Item #: 44.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the sale of one track loader through a public auction on March 29, 2019 to A&S Recycling in the amount of \$21,800, highest bidder - Revenue: \$21,800

BACKGROUND

This action seeks approval to sell one track loader (Equipment No. 019017), which was publicly auctioned on March 29, 2019. The equipment has reached its useful life, has met its replacement criteria and is no longer cost effective for the City to maintain.

The City used its current contract auctioneer, Lone Star Auctioneers, Inc., to auction this equipment. The auctioneer charges a buyer's premium instead of the city paying a fee.

Dallas City Code 2-37.4 requires that when the highest bid for property is more than \$20,000, the sale to the highest bidder must be confirmed by City Council.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

Revenue: \$21,800.00

PROCUREMENT INFORMATION

The following bid was received at public auction on March 29, 2019.

*Denotes highest bidder

Bidder

Address

Amount

*A&S Recycling

1819 Waelder Rd.
Gonzales, TX 78629

\$21,800.00

OWNER

A&S Recycling

Arturo Mata, Owner

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager or designee is hereby authorized to sell one track loader (Equipment No. 019017) through public auction on March 29, 2019, to the highest bidder, A&S Recycling, in the amount of \$21,800.

SECTION 2. That the Chief Financial Officer is hereby authorized to receive and deposit funds received from the proceeds of the sale to the General Services Fund, Fund 0196, Department EBS, Unit 1701, Revenue Code 8414, in the amount of \$18,530 and Express Business Center Fund, Fund 0199, Department POM, Unit 1232, Revenue Code 8420, in the amount of \$3,270.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-718

Item #: 45.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a two-year master agreement for furniture, floor covering, modular walls, high density storage shelving, and related support services with Allsteel, Arcadia, Coalesce, Davis, Encore, Environmanics, Geiger, Groupe Lacasse, Haworth, Inc., Herman Miller, Inc., Hon Office Furniture, Human Scale, Interface, Just Ergonomics, KI, Knoll, Inc., Krug, Miliken & Company, Mohawk Industries, National Office Furniture, Patcraft, Peter Pepper Products, Inc., Shaw Industries, SitOnIt, Spacesaver, Steelcase, Texas Correctional Industries, Varidesk, Virco, Inc. and their associated distributors through the BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, and U.S. Communities Government Purchasing Alliance cooperative agreements, as specifically described in Exhibit A - Estimated amount of \$6,000,000 - Financing: General Fund (\$4,844,795), Dallas Water Utilities Fund (\$504,428), Data Services Fund (\$278,907), Aviation Fund (\$227,670), Convention and Event Services Fund (\$105,653), and Sanitation Services Fund (\$38,547)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide furniture, floor covering, and related support services to reduce the turnaround time for furniture and floor covering orders for all City departments. With this agreement, the City will be guaranteed the lowest available pricing discounts from the manufacturers listed on the agreement regardless of the size of the order.

Manufacturers covered by this agreement are: Allsteel, Arcadia, Coalesce, Davis, Encore, Environmanics, Geiger, Groupe Lacasse, Haworth, Inc., Herman Miller, Inc., Hon Office Furniture, Human Scale, Interface, KI, Knoll, Inc., Krug, Milliken & Company, Mohawk Industries, National Office Furniture, Patcraft, Peter Pepper Products, Inc., Shaw Industries, SitOnIt, Spacesaver, Steelcase, Texas Correctional Industries, Varidesk, and Virco, Inc.

Furniture purchases will include modular system furniture, case goods, freestanding furniture, seating, filing equipment, high density shelving, related support services, delivery, and assembly. Floor coverings include commercial carpet tiles and vinyl composition tiles. Various departments will order off this furniture and floor covering master agreement to complete new projects and remodels to include but not limited to:

- Police Department - flooring and furniture for Jack Evans Police Headquarters
- Equipment and Building Services - flooring and furniture for various City locations such as: City Hall, Dallas City News Studio, Community Courts, and the Animal Shelter
- Water Utilities Facilities - flooring and furniture for Pumping, Wastewater and Purification Stations
- Park & Recreation - flooring and furniture for various recreation centers and service centers
- Fire-Rescue - furniture for new and existing fire stations

The BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, and U.S. Communities Government Purchasing Alliance cooperative agreements are authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

The Texas Correctional Industries (TCI) is a department within the Texas Department of Criminal Justice. TCI was established in 1963 with the passage of Senate Bill 338, the Prison-Made Goods Act to manufacture goods and provide services to public entities. Texas Department of Criminal Justice, Texas Correctional Industries conforms to the requirements of Texas statutes that are applicable for competitive bids and proposals, in accordance with the Prison-Made Goods Act of 1963 and the Texas Correctional Industries, Chapter 497, Texas Government Code.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 9, 2015, City Council authorized a two-year master agreement for the purchase of furniture, floor covering and related support services with Haworth, Inc., Herman Miller, Inc., Knoll, Inc., Virco, Inc., National Office Furniture, Peter Pepper Products, Inc., Hon Office Furniture, Mohawk Industries, Milliken & Company, Shaw Industries, Interface, Spacesaver, Texas Correctional Industries and their associated distributors through the U.S. Communities Government Purchasing Alliance, Texas Multiple Award Schedules and Texas Department of Criminal Justice, Texas Correctional Industries by Resolution No. 15-2200.

On April 26, 2017, City Council authorized a two-year master agreement for the purchase of furniture, floor covering and related support services with Allsteel, Arcadia, Coalese, Davis, Encore, Environmanics, Geiger, Groupe Lacasse, Haworth, Inc., Herman Miller, Inc., Hon Office Furniture, Human Scale, Interface, KI, Knoll, Inc., Krug, Miliken & Company, Mohawk Industries, National Office Furniture, Patcraft, Peter Pepper Products, Inc., Shaw Industries, SitOnIt, Spacesaver, Steelcase, Texas Correctional Industries, Varidesk, Virco, Inc. and their associated distributors through the BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, Texas Correctional Industries, and U.S. Communities Government Purchasing Alliance Resolution No. 17-0681.

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$4,844,795.00
 Dallas Water Utilities Fund - \$504,428.00
 Data Services Fund - \$278,907.00
 Aviation Fund - \$227,670.00
 Convention and Event Services Fund - \$105,653.00
 Sanitation Services Fund - \$38,547.00

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$1,614,931.67	\$1,614,931.67	\$1,614,931.67
Dallas Water Utilities Fund	\$ 168,142.66	\$ 168,142.66	\$ 168,142.66
Data Services Fund	\$ 92,969.00	\$ 92,969.00	\$ 92,969.00
Aviation Fund	\$ 75,890.00	\$ 75,890.00	\$ 75,890.00
Convention and Event Services Fund	\$ 35,217.67	\$ 35,217.67	\$ 35,217.67
Sanitation Services Fund	\$ 12,849.00	\$ 12,849.00	\$ 12,849.00
Total	\$2,000,000.00	\$2,000,000.00	\$2,000,000.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$6,000,000.00	CO-OP	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs), however, some of the prime contractors are certified M/WBEs.				

PROCUREMENT INFORMATION

Cooperative Purchasing	<ul style="list-style-type: none">• Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices• Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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June 12, 2019

WHEREAS, on November 14, 2012, City Council authorized a three-year master agreement for the purchase of furniture, floor covering and related support services with Haworth, Inc., Herman Miller, Inc., Knoll, Inc., Virco, Inc., National Office Furniture, Peter Pepper Products, Inc., Hon Office Furniture, Mohawk Industries, Milliken & Company, Shaw Industries, Interface, Texas Correctional Industries and their associated distributors through the U.S. Communities Government Purchasing Alliance, Texas Multiple Award Schedules and Texas Department of Criminal Justice, Texas Correctional Industries by Resolution No. 12-2731; and

WHEREAS, on November 15, 2015, Administrative Action Nos. 15-7321, 15-7322, and 15-7323, authorized a one-year extension to the master agreement extending the term from November 15, 2015 to November 14, 2016; and

WHEREAS, on December 9, 2015, City Council authorized a two-year master agreement for the purchase of furniture, floor covering and related support services with Haworth, Inc., Herman Miller, Inc., Knoll, Inc., Virco, Inc., National Office Furniture, Peter Pepper Products, Inc., Hon Office Furniture, Mohawk Industries, Milliken & Company, Shaw Industries, Interface, Spacesaver, Texas Correctional Industries and their associated distributors through the U.S. Communities Government Purchasing Alliance, Texas Multiple Award Schedules and Texas Department of Criminal Justice, Texas Correctional Industries by Resolution No. 15-2200; and

WHEREAS, on April 26, 2017, City Council authorized a two-year master agreement for the purchase of furniture, floor covering and related support services with Allsteel, Arcadia, Coalesce, Davis, Encore, Environmanics, Geiger, Groupe Lacasse, Haworth, Inc., Herman Miller, Inc., Hon Office Furniture, Human Scale, Interface, KI, Knoll, Inc., Krug, Milliken & Company, Mohawk Industries, National Office Furniture, Patcraft, Peter Pepper Products, Inc., Shaw Industries, SitOnIt, Spacesaver, Steelcase, Texas Correctional Industries, Varidesk, Virco, Inc. and their associated distributors, approved as to form by the City Attorney, for the purchase of furniture, floor covering, modular walls, high density storage shelving and related support services through the BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, Texas Correctional Industries, and U.S. Communities Government Purchasing Alliance by Resolution No. 17-0677.

Now, Therefore,

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That a master agreement for the purchase of furniture, floor covering, modular walls, high density storage shelving and related support services is authorized with Allsteel, Arcadia, Coalesce, Davis, Encore, Environmanics, Geiger, Groupe Lacasse, Haworth, Inc., Herman Miller, Inc., Hon Office Furniture, Human Scale, Interface, Just Ergonomics, Kl, Knoll, Inc., Krug, Miliken & Company, Mohawk Industries, National Office Furniture, Patcraft, Peter Pepper Products, Inc., Shaw Industries, SitOnIt, Spacesaver, Steelcase, Texas Correctional Industries, Varidesk, Virco, Inc. and their associated distributors through the BuyBoard National Purchasing Cooperation, General Services Administration, National Intergovernmental Purchasing Alliance, National Joint Powers Association, The Cooperative Purchasing Network, Texas Multiple Award Schedules, and U.S. Communities Government Purchasing Alliance, approved as to form by the City Attorney, for a term of two years, in an estimated amount of \$6,000,000. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for furniture, floor covering, modular walls, high density storage shelving, and related support services. If a written contract is required or requested under the master agreement for furniture, floor covering, modular walls, high density storage shelving, and related support services under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$6,000,000 but not more than the amount of budgetary appropriations for this master agreement during its term from Master Agreement No. POM-2019-00010369.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

**EXHIBIT A
FURNITURE & FLOORING**

Please be advised, if a service is necessary, you must verify with Risk Management (ORM) if insurance is required and with City Attorney (CAO) if a contract or bonding is also required before issuing a Delivery/Purchase Order.

*BuyBoard National Purchasing Cooperation (BuyBoard) www.info@buyboard.com Contract 584-19 expires 03/31/2020
 General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
 National Intergovernmental Purchasing Alliance (NIPA) www.nipa.gov Contract 440000344403 expires 12/31/20
 National Joint Powers Association (NJPA) www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 National Joint Powers Association (NJPA)
 The Cooperative Purchasing Network (TCPN) www.tcpn.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20
 **Texas Correctional Industries (TCI) www.texascorrectionalindustries.com *TCI was established with the passage of Senate Bill 338, Prison made Goods Act
 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
 *U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Expires on 12/31/20

* Buyboard, TXMas & U.S. Communities are the popular Cooperatives** TCI Texas Correctional Industries was established in 1963, with the passage of Senate Bill 338, the Prison Made Goods Act. TCI benefits the state of Texas by providing work and training opportunities for eligible incarcerated public offenders and by providing quality manufacturer goods and services to federal, state and local government agencies, public educational systems, public and private institutions of higher education, and political subdivisions. DFR purchases mattress through TCI.

Manufacturer/Brand	Types of Furniture	Cooperative Purchasing Program. Pricing by distributor/product is available on the Cooperative Website.
Allsteel	Seating, Tables, Vicinity Tables	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 National Intergovernmental Purchasing Alliance (NIPA) www.nipa.gov Contract 440000344403 expires 12/31/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Arcadia	Lounge Seating, Bench Seating, Modular Seating, Stools, Meeting Tables, Occasional Tables	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Coalesse	Seating, Outdoor Tables, Collections	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Davis	Chairs, Plastic Wire Chairs, Conference Chairs	*BuyBoard National Purchasing Cooperation (BuyBoard) www.info@buyboard.com Contract 584-19 expires 03/31/2020
Encore	Seating, Tandem & Beam Seating, Lounge & Modular Seating, Stools, Benches, Occasional Tables, Meeting Tables	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Environamics	Moveable Walls, Glass Walls, Work Stations, Desks, Bench seating	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Geiger	Wood Case Goods, Seating, Office Furnishings,	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Groupe Lacasse	Chairs, Desks & Credenzas	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20
Haworth, Inc.	Office Chairs, Conference Chairs & Stools	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20

Manufacturer/Brand	Types of Furniture	Cooperative Purchasing Program. Pricing by distributor/product is available on the Cooperative Website.
Herman Miller, Inc.	Chairs, Desks, Lounge Chairs & Ottomans	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 *U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20
Hon Office Furniture	Office Chairs, Credenzas, Work Stations & Bookcases	www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 The Cooperative Purchasing Network (TCPN) www.tcpn.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20. *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Humanscale	Desk & Chairs	www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 The Cooperative Purchasing Network (TCPN) www.tcpn.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20.
Interface	Carpet, Tile Flooring	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/2
KI	Tables, Chairs & Desks	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19
Knoll, Inc.	Shelving, Sofas, Chairs & Tables	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Krug	Case Goods, Desk & Conference Seating	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Milliken & Company	Floor Covering, Industrial Textiles Flooring	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Mohawk Industries	Flooring, Carpet, Wood like Vinyl	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
National Office Furniture	Commercial Seating, Desks, Workstations, Tables, Filing, Storage	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Patcraft	Commercial Flooring, Hardwood, Carpet Tiles	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Peter Pepper Products, Inc.	Benches, Tables, Display Cases & Racks	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Shaw Industries	Flooring Hardwood, Carpet & Laminate	*U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
SitOnIt	Seating, Ergonomic Office Chairs, Conference Chairs, Multipurpose Chairs, Stacking Chairs	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 National Joint Powers Association (NIPA) www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20

Manufacturer/Brand	Types of Furniture	Cooperative Purchasing Program. Pricing by distributor/product is available on the Cooperative Website.
Spacesaver	Mobile Shelving Systems, Library Shelving, Art Rack Storage, Gym Lockers, Commercial/Metal Shelving	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 National Joint Powers Association (NJPA) www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20
Steelcase	Seating Chairs, Workstations, Desk, Barriers, Free Standing Desks, Tables, Storage Units & Credenza	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021 National Joint Powers Association (NJPA) www.nationaljointpowers.org Sourcewell FNA NIPA Contract # 1008144HSC expires 12/16/19 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20 *U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20
Texas Correctional Industries	Mattress', Chairs, Lockers, Podiums, Work Stations	TCI Texas Correctional Industries was established in 1963, with the passage of Senate Bill 338, the Prison Made Goods Act. TCI benefits the state of Texas by providing work and training opportunities for eligible incarcerated public offenders and by providing quality manufacture red goods and services to federal, state and local government agencies, public educational systems, public and private institutions of higher education, and political subdivisions.
Varidesk	Adjustable Height Standing Desk Solutions, Full Desks, Seating & Storage	General Services Administration (GSA) www.gsa.gov Contract GS27F-0034X expires 03/29/2021
Virco, Inc	Tables, Chairs, School Furniture, Equipment & Storage	*BuyBoard National Purchasing Cooperation (BuyBoard) www.info@buyboard.com Contract 584-19 expires 03/31/2020 *Texas Multiple Award Schedules (TXMAS) www.txmas.com Contract 17-7106 expires 04/30/20 *U.S. Communities Government Purchasing Alliance (U.S. Communities) www.uscommunities.org Entity on the NIPA Contract 440000344403 Expires on 12/31/20



Agenda Information Sheet

File #: 19-564

Item #: 46.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for propane and propane cylinders - Ferrellgas, LP in the amount of \$156,976.91 and Northwest Butane Gas Co. dba Northwest Propane Gas Co. in the amount of \$325.00, lowest responsible bidders of two - Total not to exceed \$157,301.91 - Financing: General Fund (\$133,452.12), Convention and Event Services Fund (\$12,918.41), Data Services Fund (\$4,919.21), Dallas Water Utilities Fund (\$3,586.42), Sanitation Services Fund (\$1,366.76), and Aviation Fund (\$1,058.99)

BACKGROUND

This action does not encumber funds; the purpose of this master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis. We anticipate the following City departments will use this agreement:

- Department of Public Works
- Park & Recreation Department
- Fire-Rescue Department
- Department of Transportation
- Department of Convention and Event Services
- Water Utilities Department
- Department of Communication and Information Services
- Department of Aviation
- Department of Sanitation Services

This master agreement will provide propane for several departments in the City. Propane is used to fuel vehicles such as forklifts, golf carts and small utility vehicles for the Park & Recreation Department's Maintenance, Golf, Aquatic and General Stores Warehouse divisions. Propane is also used to heat mobile mini offices and to power grounds maintenance equipment such as mowers in addition to concession cooking equipment at the Aquatic Centers. The benefits of utilizing propane fuel include reductions in greenhouse gas emissions, increased productivity due to longer run-times,

reduced equipment maintenance due to stale gasoline, and the elimination of fuel spillage and leakage. Approximately 97,859 gallons of propane will be required over the next three-year period.

In this solicitation, the Office of Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 31 percent decrease over comparable prices for the bids awarded in 2012.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,121 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$133,452.12

Convention and Event Services Fund - \$12,918.41

Data Services Fund - \$4,919.21

Dallas Water Utilities Fund - \$3,586.42

Sanitation Services Fund - \$1,366.76

Aviation Fund - \$1,058.99

Fund	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
General Fund	\$16,309.90	\$37,548.46	\$37,548.48	\$42,045.28
Convention and Event Services Fund	\$4,306.00	\$4,306.00	\$4,306.41	\$0.00
Data Services Fund	\$0.00	\$1,639.74	\$1,639.74	\$1,639.73
Dallas Water Utilities Fund	\$1,195.47	\$1,195.47	\$1,195.48	\$0.00
Sanitation Services Fund	\$250.00	\$455.00	\$455.00	\$206.76
Aviation Fund	\$176.50	\$352.50	\$352.49	\$177.50
Total	\$22,237.87	\$45,497.17	\$45,497.60	\$44,069.27

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$157,301.91	Goods	N/A	N/A	N/A
• M/WBE goal waived due to no M/WBE availability				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BA1901. We opened them on January 25, 2019. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Ferrellgas, LP	1701 109 th St. Grand Prairie, TX 75050	\$156,976.91
*Northwest Butane Gas Co. dba Northwest Propane Gas Co.	1515 West Belt Line Rd. Carrollton, TX 75006	\$ 325.00

OWNERS

Ferrellgas, LP

Jim Ferrell, President
Bryan Wright, Vice President

Northwest Butane Gas Co. dba Northwest Propane Gas Co.

Jay Wood, President
Tim Wood, Vice President

June 12, 2019

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That a master agreement for the purchase of propane and propane cylinders is authorized with Ferrellgas, LP (096733) in the amount of \$156,976.91 and Northwest Butane Gas Co. dba Northwest Propane Gas Co. (060064) in the amount of \$325.00, approved as to form by the City Attorney, for a term of three years, in a total amount not to exceed \$157,301.91.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for propane and propane cylinders. If a written contract is required or requested for any or all purchases for propane and propane cylinders under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$157,301.91 to Ferrellgas, LP and Northwest Butane Gas Co. dba Northwest Propane Gas Co. from Master Agreement Contract No. POM-2019-00009154.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-548

Item #: 47.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for concrete and asphalt saw blades - Simba Industries in an estimated amount of \$316,241.37, Kirby-Smith Machinery, Inc. in an estimated amount of \$119,344.16, Diteq Corporation in an estimated amount of \$80,208.12, and Mavich LLC in an estimated amount of \$5,119.17, lowest responsible bidders of four - Total estimated amount of \$520,912.82 - Financing: General Fund (\$325,085.23), Aviation Fund (\$132,979.00), and Dallas Water Utilities Fund (\$62,848.59)

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement. We anticipate the following City departments will use this agreement:

- Department of Public Works
- Fire-Rescue Department
- Water Utilities Department
- Park & Recreation Department
- Department of Aviation

This master agreement will provide various types of concrete and asphalt saw blades. Concrete and asphalt saw blades under this agreement will be utilized throughout the city to cut various types of material such as:

- Concrete
- Asphalt

- Wood
- Iron

Additionally, the Fire-Rescue Department has 150 pieces of equipment that utilize saw blades to ventilate roofs of burning structures and cut through security bars or other construction materials during emergency response.

In this solicitation, the Office of Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 41.5% percent increase over comparable prices for the bids awarded in 2015.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 663 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 28, 2015, City Council authorized a three-year master agreement for saw blades with Simba Industries, Desert Diamond Industries, Dunard Government Services, LLC, HD Supply Construction & Industrial White Cap, and Root Brothers Manufacturing & Supply by Resolution No. 15-1983.

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$325,085.23
 Aviation Fund - \$132,979.00
 Dallas Water Utilities Fund - \$62,848.59

Fund	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
General Fund	\$39,074.97	\$96,669.62	\$96,669.62	\$92,671.02
Aviation Fund	\$0.00	\$52,000.00	\$52,000.00	\$28,979.00
Dallas Water Utilities Fund	\$12,569.71	\$25,139.43	\$25,139.45	\$0.00
Total	\$51,644.68	\$173,809.05	\$173,809.07	\$121,650.02

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$520,912.82	Goods	18.00%	61.86%	\$322,260.54
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BE1902. We opened them on February 8, 2019. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Simba Industries	753 Port America Pl. Suite 210 Grapevine, TX 76051	Multiple Lines
*Kirby-Smith Machinery, Inc.	8505 S. Central Expwy. Dallas, TX 75241	Multiple Lines
*Diteq Corporation	9876 Pflumm Rd. Lenexa, KS 66215-1208	Multiple Lines
*Mavich LLC	525 Commerce St. Southlake, TX 76092	Multiple Lines

OWNERS

Simba Industries

Vickie L. Kasten, President

Kirby-Smith Machinery, Inc.

Ed Kirby, President

Diteq Corporation

Kevin Wilson, President

Mavich LLC

Michelle Muentes, President
Chris Manfredini, Vice President

June 12, 2019

WHEREAS, on October 28, 2015, City Council authorized a three-year master agreement for saw blades with Simba Industries in the amount of \$209,436.43, Desert Diamond Industries in the amount of \$194,796.00, Dunard Government Services, LLC in the amount of \$11,468.00, HD Supply Construction & Industrial White Cap in the amount of \$12,658.40 or \$11,896.10 (Tie Bid - Line 8), Simba Industries (Alternate) in the amount of \$3,984.31 or \$3,222.01 (Tie Bid - Line 8), and Root Brothers Manufacturing & Supply in the amount of \$2,772.72 in a total amount not exceed \$434,353.56, by Resolution No. 15-1983.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That a master agreement for the purchase of concrete and asphalt saw blades is authorized with Simba Industries (519720) in the estimated amount of \$316,241.37, Kirby-Smith Machinery, Inc. (502341) in the estimated amount of \$119,344.16, Diteq Corporation (VS0000019739) in the estimated amount of \$80,208.12, and Mavich LLC (VS88952) in the estimated amount of \$5,119.17, approved as to form by the City Attorney, for a term of three years in a total estimated amount of \$520,912.82. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for concrete and asphalt saw blades. If a written contract is required or requested for any or all purchases for concrete and asphalt saw blades under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$520,912.82, but not more than the amount of budgetary appropriations for this master agreement during its term to Simba Industries, Kirby-Smith Machinery, Inc., Diteq Corporation, and Mavich LLC from Master Agreement Contract No. POM-2019-00010115.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 19-723

Item #: 48.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: June 12, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year master agreement for law enforcement badges for the Police Department - V.H. Blackinton, Inc., lowest responsible bidder of two - Estimated amount of \$366,898.25 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide law enforcement badges for the Police Department. Badges are issued as part of employee's standard uniform and denote the employee's rank and unit affiliation. A uniform badge and cap badge are issued per officer and are replaced on an as needed basis due to wear, rank status, or damages. Returned badges are not re-issued, but are recycled.

In this solicitation, the Office of Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 4 percent increase over comparable prices for the bids awarded in 2016.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 19 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On May 11, 2016, City Council authorized a three-year master agreement for law enforcement badges with V.H. Blackinton, Inc. by Resolution No. 16-0716.

The Government Performance & Financial Management Committee will receive this item for consideration on June 3, 2019.

FISCAL INFORMATION

General Fund - \$366,898.25 (Estimated amount)

- FY 2018-19 \$72,840.75
- FY 2019-20 \$75,605.15
- FY 2020-21 \$70,780.25
- FY 2021-22 \$72,800.20
- FY 2022-23 \$74,871.90

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$366,898.25	Goods	N/A	NA	NA
• M/WBE goal waived due to no M/WBE availability				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements
	<ul style="list-style-type: none"> • Negotiations are not allowed

The Office of Procurement Services received the following bids from solicitation number BD1902. We opened them on March 21 or 22, 2019. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*V.H. Blackinton, Inc.	221 John Dietsch Blvd. Attleboro Falls, MA 02763	\$366,898.25
Metis, Inc. Supply Co.	3201 SE 29 th St. Oklahoma City, OK 73115	\$577,477.60

OWNER**V.H. Blackinton, Inc.**

Peter Roque, President
David Long, Vice President
Carl Croce, Secretary
Peter Roque, Treasurer

June 12, 2019

WHEREAS, on May 11, 2016, City Council authorized a three-year master agreement for law enforcement badges with V.H. Blackinton, Inc. in an amount not exceed \$125,169.55, by Resolution No. 16-0716.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That a master agreement for the purchase of law enforcement badges for the Police Department is authorized with V.H. Blackinton, Inc. (VS0000053987), approved as to form by the City Attorney, for a term of five years in the estimated amount of \$366,898.25. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for law enforcement badges for the Police Department. If a written contract is required or requested for any or all purchases of law enforcement badges for the Police Department under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$366,898.25, but not more than the amount of budgetary appropriations for this master agreement during its term to V.H. Blackinton, Inc. from Master Agreement Contract No. POM-2019-00010376.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.