

Memorandum



CITY OF DALLAS

DATE March 20, 2026

TO Honorable Mayor and Members of the City Council

SUBJECT **Procurement Accountability Report (PAR) Outline**

Please find attached the Procurement Accountability Report (PAR) based on information through February 28, 2026. The PAR is a report of all administratively approved awards and pending administrative actions (AA).

These AAs exceed the \$100,000 competitive bidding threshold, but fall within the City Manager's signature authority, which includes contracts for goods, general, professional, personal, and other services below \$300,000, and contracts for architecture, engineering, and construction below \$500,000.

If you have any questions please contact Juanita Ortiz, Director of the Office of Procurement Services.

Service First, Now!

A handwritten signature in cursive script that reads "Donzell Gipson".

Donzell Gipson
Assistant City Manager
(Attachment)

c: Kimberly Bizer Tolbert, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Baron Eliason, Inspector General (I)
Dominique Artis, Chief of Public Safety

Dev Rastogi, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Alina Ciocan, Assistant City Manager
Robin Bentley, Assistant City Manager
Jack Ireland, Chief Financial Officer
Ahmad Goree, Chief of Staff to the City Manager
Directors and Assistant Directors



**SERVICE
FIRST,
NOW!**

Office of Procurement Services

Juanita Ortiz, Director

Kimberly Franklyn, Assistant Director
Procurement & Contract Management

Marissa Sanchez, Assistant Director
Business Enterprise Hub

as of February 28, 2026

Procurement Accountability Report *FY 2025-26*

EXECUTIVE SUMMARY

The Office of Procurement Services (OPS) is responsible for the procurement of general goods and services for all City departments, excluding civil works and construction projects. OPS conducts all formal procurements exceeding \$100,000, facilitates informal solicitations, reviews exceptions to competitive procurement, and provides citywide contract management and contract modification oversight. In addition to procurement services, OPS oversees the Business Enterprise Hub—responsible for implementation of the City’s DRIVE Policy—as well as the Express Business Center and City Store.

This Procurement Accountability Report (PAR) is organized to provide transparency into key procurement activity administered by OPS. The report highlights administratively approved and pending awards that exceed the \$100,000 competitive bidding threshold and fall within the City Manager’s Signature Authority (up to \$300,000 for general goods and services and up to \$500,000 for architecture, engineering, and construction (AEC)). To support implementation of these updated thresholds effective December 1, 2025, OPS updated administrative processes, enhanced reporting through the Enterprise Contract Management (ECM) portal, and trained more than 600 City staff.

While this report includes limited information related to construction and architecture and engineering activity for informational purposes, OPS does not oversee these procurements; questions regarding those items should be directed to the applicable department.

To ensure consistent reporting and focus on procurement activity, the PAR **does not include** the following categories:

- **Property-related contracts**, including leases, right-of-way agreements, and similar property transactions
- **Economic Development & Housing** agreements, including grants/loans, tax abatements, and TIF agreements
- **Cultural contracts**, including facility use agreements, programming agreements, and instructor-led classes
- **Items below the \$100,000 competitive bidding threshold**, including routine low-dollar purchases and informal procurements not captured within the PAR reporting scope

Administratively Approved Awards

This section provides an overview of approved administrative actions that **exceed the \$100,000** competitive bidding threshold but fall within the City Manager’s Signature Authority, which includes contracts for general goods and services below \$300,000, and contracts for architecture, engineering, and construction below \$500,000.

Dept	Contract Number	Contract Description	Type	Vendor	Start	End	Amount
OAC	OCA-2026-00029982	Modernization and upgrade at AAMD for AV Equipment (Cooperative)	Service Contract	Digital Resources	3/1/26	4/30/26	\$278,727

Pending Administrative Awards

This section provides an overview of pending administrative actions that **exceed the \$100,000** competitive bidding threshold but fall within the City Manager’s Signature Authority, which includes contracts for general goods and services below \$300,000, and contracts for architecture, engineering, and construction below \$500,000.

Dept	Contract No	Contract Description	Category	Estimated Amount*
AVI	AVI-2026-00029720	Two-year service contract for Love Field boiler room roof repair through the TIPS cooperative	AEC Contract	\$238,891
AVI	AVI-2026-00029787	Two-year service contract for the treatment of food drain lines at DAL through the Buyboard cooperative	Service Contract	\$219,936
AVI	AVI-2026-00029726	Five-year sole source service contract for exit lane breach control systems	Service Contract	\$135,000
DFR	DFD-2026-00029657	TEEX Training	Interlocal Agreement	\$250,000
DFR	DFD-2026-00029873	Thirty-six month price agreement to provide parts and repairs to the existing Plymovent Air Filtration System installed at 60 DFR locations (Sole Source)	Service Contract	\$296,000
DPD	DPD-2026-00029800	Three-year license agreement to purchase geolocation analysis platform	Service Contract	\$222,674
DPD	DPD-2026-00029583	Five-year service price agreement for drug and alcohol testing	Service Price Agreement	\$180,000
DWU	DWU-2026-00029763	Five-year sole source service contract for the continued use, cloud hosting, and annual subscription services of ANCILE uPerform	Service Contract	\$218,944
DWU	DWU-2026-00029731	Five-year master agreement for the delivery of bulk/boxed meals to support meetings, training, and other official events	Master Agreement	\$168,750
ECR	OEM-2026-00029035	Five-year service price agreement providing for the comprehensive large group linen and laundry services in response to an emergency or disaster in which individuals are displaced	Service Contract	\$250,000
FRM	FRM-2026-00029499	Two-year sole source service contract to secure access to vacant buildings as needed	Service Contract	\$250,000
FRM	FRM-2026-00029699	Contract for the assessment, design, and construction administration for the renovation of locker rooms at DFR Training academy	Service Contract	\$217,650
HCE	HCE-2026-00029900	Dallas Financial Empowerment Centers – Drivers of Poverty/Drivers of Opportunity Program (Grant Funded)	Service Contract	\$150,000
HCE	HCE-2025-00027914	One-year service contract for the administration of a Community Mental Health Program in District 13 (Grant Funded)	Service Contract	\$255,000

Dept	Contract No	Contract Description	Category	Estimated Amount*
HCE	HCE-2026-00029658	Youth Homeless & Housing Services Program TX Dept of Housing & Community Affairs Funds (Grant Funded)	Service Contract	\$200,000
HCE	HCE-2026-00029798	Youth Safety & Violence Interrupters Program (Grant Funded)	Service Contract	\$300,000
ITS	DSV-2026-00029839	Five-year contract for Proof Point through a cooperative agreement	Service Contract	\$253,936
ITS	DSV-2026-00029840	Two-year contract for Software and Services through a cooperative agreement	Service Contract	\$136,876
ITS	DSV-2026-00029593	Three-year service contract for the continued use of Grammarly Business Enterprise Software through the DIR cooperative	Service Contract	\$277,085
ITS	DSV-2025-00027949	Two-year service contract for continuous access to unlimited online, public/private classroom technical training for IT through the DIR cooperative	Service Contract	\$250,000
ITS	DSV-2026-00029786	Two-year service contract for Apple Products through the Texas DIR cooperative	Service Contract	\$249,957
ITS	DSV-2026-00029517	Three-year service contract for Hazel AI through the Omnia Partners cooperative	Service Contract	\$161,061
ITS	DSV-2026-00029413	One-year service contract for the implementation of cloud hosting software solution through the Omnia Partners cooperative	Service Contract	\$157,778
ITS	DSV-2026-00029779	Two-year service contract for Velosimo software subscription through the Omnia Partners cooperative	Service Contract	\$136,876
ITS	DSV-2026-00029860	Two-year contract for hardware and support for Big Data Platform through the DIR cooperative	Service Contract	\$257,600
LIB	LIB-2026-00029984	Three-year subscription to Cataloging and Metadata database and WebDewey	Service Contract	\$135,697
PKR	PKR-2026-00029972	Vickery Meadow Sprayground	AEC Contract	\$341,250
PKR	PKR-2026-00029939	A consulting service contract for Fair Park Tower building mural conservation	Service Contract	\$237,451
PKR	PKR-2026-00029447	CIP for Bachmann Parking lot, RP Brooks Bridge, and Gateway Parking Lot, including preparation of plans, specifications, and estimates	AEC Contract	\$392,903
PKR	PKR-2026-00029430	Trinity Forest Spine Trail Phase II - Materials Testing	AEC Contract	\$152,855
PKR	PKR-2026-00029511	The Design of an Arts conservation Studio for the African American Museum Dallas	AEC Contract	\$130,200
PKR	PKR-2026-00029218	Service contract for consulting services to help create a water activities management plan for White Rock Lake and Bachman Lake	Service Contract	\$120,000
PKR	PKR-2026-00029274	Design Contract for Master Plan of Park	AEC Contract	

Dept	Contract No	Contract Description	Category	Estimated Amount*
PKR	PKR-2026-00029565	Safe Slide Aquatic Centers & Bahama Beach Restoration Project	AEC Contract	\$273,452
TPW	PBW-2026-00029859	Professional services for Paving and Drainage, water and wastewater improvements of Brandon St. from S. Marlborough Ave to S. Montclair Ave (PB24Y429)	AEC Contract	\$222,756
TPW	PBW-2026-00029701	Project Group 24-3001 Basic and Special Services	AEC Contract	\$200,307
TPW	PBW-2026-00029863	Paving and drainage design of three alleys	AEC Contract	\$253,000
TPW	PBW-2026-00029880	The design of Complete Streets Improvements along N Harwood St from Woodall Rodgers SB to McKinney Ave	AEC Contract	\$198,000
TPW	PBW-2026-00029737	To provide design services for improvement of group streets project 24-6003	AEC Contract	\$413,736
TPW	PBW-2026-00029711	Multi-space parking meters and related maintenance through Omnia Partners cooperative	Service Contract	\$161,850
TPW	PBW-2026-00029735	Four Intersection Designs: SH 352 at Masters Dr, Hermosa Dr at Loop 12, Kiest Blvd at Loop 12, and Westmoreland Rd at Loop 12	AEC Contract	\$343,502
TPW	PBW-2026-00029796	Preparation of conceptual design plans (10-15% CAD drawings) for two bike lane alternatives along Wright St, including topographic survey, traffic counts, coordination, and OPCCs per the City's 2025 Bike Plan	AEC Contract	\$437,652

**Estimated Amounts are provided for planning purposes and may be revised as procurement develops. If the final award amount exceeds the City Manager's Signature Authority, the recommended award will be routed to City Council for consideration.*

