# BUDGET, FINANCE & AUDIT COMMITTEE PECFINED DALLAS CITY COUNCIL COMMITTEE AGENDA

2016 MAR 18 AM 11:53

CITY SECRETARY DALLAS, TEXAS

Monday, March 21, 2016 CITY HALL COUNCIL BRIEFING ROOM, 6ES 1500 MARILLA DALLAS, TEXAS 75201 1:00 P.M. – 2:30 P.M.

Chair, Councilmember Jennifer S. Gates
Vice-Chair, Councilmember Philip T. Kingston
Deputy Mayor Pro Tem Erik Wilson
Councilmember Rickey D. Callahan
Councilmember Scott Griggs
Councilmember Lee M. Kleinman

#### Call to Order

 Consideration of the minutes from the February 16, 2016 Budget, Finance and Audit Committee meeting

#### **BRIEFINGS**

2. Dallas Central Appraisal District: 2016-2017 Proposed Budget

Ken Nolan, Chief Appraiser Dallas Central Appraisal District

3. Guest Litigator Program Code Amendment

Chris Bowers, First Assistant City Attorney City Attorney's Office

4. Sustainable Development and Construction: Enterprise Fund Overview

David Cossum, Director Sustainable Development and Construction

#### <u>FYI</u>

5. January 2016 Financial Forecast Report

#### **UPCOMING AGENDA ITEMS**

## March 23, 2016 City Council Meeting

A. Agenda Item #2: Authorize (1) the first three-year renewal option to the contract for dock master services at Dallas Love Field in the amount of \$2,084,874; and (2) an increase in the contract for additional services related to the x-ray inspection system in the amount of \$191,728 - Bradford Airport Logistics, LTD - Total not to exceed \$2,276,602 - Financing: Aviation Current Funds (subject to annual appropriations)

- B. Agenda Item #3: Authorize a one-year service contract for light pole maintenance and repair services for Trinity Watershed Management Environmental Lighting Services, LLC, lowest responsible bidder of two Not to exceed \$84,640 Financing: Current Funds (subject to appropriations)
- C. Agenda Item #4: Authorize a three-year service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections Communicon, LTD dba Communication Concepts in the amount of \$3,186,905 and International Systems of America, LLC dba ISA Fire & Security in the amount of \$245,464, most advantageous proposers of three Total not to exceed \$3,432,369 Financing: Current Funds (\$1,622,786), Aviation Current Funds (\$1,417,745), Water Utilities Current Funds (\$297,132), Stormwater Drainage Management Current Funds (\$40,432), Sanitation Current Funds (\$29,274), Department of State Health Services Grant Funds (\$15,000) and Community Development Block Grant Funds (\$10,000) (subject to annual appropriations)
- D. Agenda Item #5: Authorize a five-year service contract for maintenance, support and upgrades of the City's existing Record Management and Field Base Reporting System - Intergraph Corporation, only proposer - Not to exceed \$3,301,195 - Financing: Current Funds (subject to annual appropriations)
- E. Agenda Item #6: Authorize a six-year service contract for elevator, escalator and moving sidewalk maintenance and repair for various City locations Southwest Elevator Company dba Oracle Elevator Company of Texas through an intergovernmental agreement with Dallas Area Rapid Transit in the amount of \$4,177,152 and Otis Elevator Company through BuyBoard in the amount of \$1,412,606 Total not to exceed \$5,589,758 Financing: Current Funds (\$314,090), Aviation Current Funds (\$4,335,636) and Water Utilities Current Funds (\$940,032) (subject to annual appropriations)
- F. Agenda Item #7 and #8: Authorize a three-year acquisition contract, which will result in a master agreement, for compressed natural gas for equipped fleet vehicles - Clean Energy dba California Clean Energy, Inc., only bidder - Not to exceed \$2,493,964 - Financing: Current Funds (subject to annual appropriations)
  - Authorize a three-year service contract for compressed natural gas fuel station parts and maintenance for equipped fleet vehicles Clean Energy dba California Clean Energy, Inc., only bidder Not to exceed \$456,720 Financing: Current Funds (subject to annual appropriations)
- G. Agenda Item #9: Authorize (1) an acquisition contract for the purchase of software licenses in the amount of \$755,280; and (2) a three-year service contract for maintenance and support of the backup and security system for the City's existing database network in the amount of \$599,958 Symantec distributed by Carahsoft Technology Corp. and sold through PetroSys Solutions, Inc. dba psitechnology, through the Department of Information Resources, State of Texas Cooperative contract Total not to exceed \$1,355,238 Financing: Current Funds (subject to annual appropriations)
- H. Agenda Item #10: Authorize (1) the purchase of five police motorcycles Denton Harley-Davidson, LP dba American Eagle Harley-Davidson in the amount of \$120,356, lowest responsible bidder of three; and (2) the purchase of seven compact sedans and one aerial bucket truck - Sam Pack's Five Star Ford in the amount of \$209,407 through the Texas SmartBuy (TXMAS) - Total not to exceed

\$329,763 - Financing: 2007 Equipment Acquisition Contractual Obligation Notes (\$186,947), Confiscated Monies Funds (\$92,872) and Urban Area Security Grant Funds (\$49,944)

- Agenda Item #11: Authorize a three-year master agreement for various types of pressure reducing valves, parts and accessories - Hugh M. Cunningham, Inc. in the amount of \$215,000 and Municipal Valve & Equipment in the amount of \$155,000, lowest responsible bidders of two - Total not to exceed \$370,000 - Financing: Water Utilities Current Funds
- J. Agenda Item #12: Authorize (1) supplemental agreement no. 1 to increase the acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage for the body worn camera system for Police in the amount of \$119,788, from \$825,034 to \$944,822; and (2) supplemental agreement no. 1 to increase the service contract for maintenance, support and cloud storage for the body worn camera system for Police in the amount of \$783,216, from \$2,912,536 to \$3,695,752 Taser International Total not to exceed \$903,004, from \$3,737,570 to \$4,640,574 Financing: 2013 Urban Area Security Initiative Grant Funds
- K. Agenda Item #19: Authorize Supplemental Agreement No. 1 with Digital Sandbox (a wholly owned subsidiary of Haystax Technology, Inc.) through the U. S. General Services Administration to increase the acquisition contract for the purchase and installation of additional modules and components to enhance the pre-incident planning database Not to exceed \$306,575, from \$374,650 to \$681,225 Financing: U. S. Department of Homeland Security Grant Funds
- L. Agenda Item #48: Execute the casting of lots to identify the recommended vendor resulting from tie .bids on lines 74, 83, 86, 92 and 97 for bid BA1601 for a three-year master agreement for the purchase of herbicides and pesticides Winfield Solutions LLC, BWI Dallas/Ft. Worth, N-Gulf, LLC dba Ameriturf, Helena Chemical Company and Rentokil North America, Inc. dba Target Specialty Products Financing: This action has no cost consideration to the City
- M. Addendum Item #1: Authorize a thirty-year lease with two five-year renewal options with Development & Construction Service, LLC for approximately 2.11 acres (91,700 sq. ft.) of land at Dallas Executive Airport for the development of aviation related hangar space Estimated Revenue: \$228,333 (over the first ten years of the lease)
- N. Addendum Item #4: Authorize a consulting contract for actuarial services related to the Dallas Police and Fire Pension System - Deloitte Consulting, LLP, most advantageous proposer of four - Not to exceed \$249,500 – Financing: Current Funds (subject to appropriations)

Adjourn

Budget, Finance & Audit Committee

lehńifer S. Galles, Chair

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

- Contemplated or pending litigation, or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
- 2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
- 3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
- Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer
  or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
- The deployment, or specific occasions for implementation of security personnel or devices. Section 551,076 of the Texas Open Meetings Act.
- Deliberations regarding economic development negotiations. Section 551.087 of the Texas Open Meetings Act.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

Meeting Record - DRAFT

**Meeting Date:** 

February 16, 2016

Convened:

1:02 pm

Adjourned:

2:39 pm

**Committee Members Present:** 

Jennifer S. Gates, Chair

Erik Wilson

Lee M. Kleinman

Philip T. Kingston, Vice-Chair

Rickey D. Callahan

Scott Griggs

**Committee Members Absent:** 

**Other Council Members Present:** 

N/A

N/A

#### **Staff Present:**

Jeanne Chipperfield

Mike Frosch

Corrine Steeger

Akilah McLaughlin

Craig D. Kinton Lance Sehom Stephanie Cooper Lloyd Denman Robert Sims Jody Puckett Doris J. Bridges

Wallace Waits Tommy Ludwig Barbara McAninch Mark Duebner Philip Sikes
Art Hudman
David Cossum
Jack Ireland

Zeronda Smith Edward Scott Filicia Hernandez

#### Others Present:

N/A

#### **AGENDA:**

#### Call to Order

#### 1. Consideration of the February 1, 2016 Minutes

Presenter(s):

Information Only: \_

Action Taken/Committee Recommendation(s):

A motion was made to approve the February 1, 2016 minutes. Motion passed unanimously.

Motion made by: Erick Wilson

Motion seconded by: Rickey Callahan

#### 2. General Obligation Commercial Paper Program: Amendment and Extension of Credit Agreements

Presenter(s): Corrine Steeger, Assistant Director, City Controller's Office

Information Only: \_

Action Taken/Committee Recommendation(s):

Councilmember Griggs requested to be provided information on the financial impact on tax payers and supports moving forward with two rating agencies eliminating the most expensive company and renegotiating as recommended by staff, with an amendment to not obtain a Rating from Fitch.

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote.

## **Meeting Record - DRAFT**

Motion made by: Scott Griggs

Motion seconded by: Rickey Callahan

#### 3. <u>Department of Aviation: Budget Overview</u>

Presenter(s): Mark Duebner, Director, Aviation Information Only: X
Action Taken/Committee Recommendation(s):

Councilmember Griggs requested information on how many helicopters are landing at the convention center; is the heliport being used for routine maintenance; is it being used to bring people in and if so, where are they coming from. Councilmember Kleinman suggested pursuing a landing fee for general aviation at Love Field Airport.

#### 4. Sustainable Development and Construction: Enterprise Fund Overview

Presenter(s): David Cossum, Director, Sustainable Development and Construction Information Only: \_

Action Taken/Committee Recommendation(s):

Moved to upcoming BF&A Committee meeting on March 21, 2015.

FYI

#### 5. <u>December 2015 Financial Forecast Report</u>

Presenter(s):
Information Only: X
Action Taken/Committee Recommendation(s):

N/A

#### **UPCOMING AGENDA ITEMS:**

#### February 24, 2016 City Council Meeting

A. Agenda Item #3: Authorize a three-year service contract for sewer camera maintenance, repairs and parts - CLS Sewer Equipment Co., Inc. in the amount of \$492,400, Green Equipment Company in the amount of \$400,000 and Atlas Inspection Technologies, LLC in the amount of \$241,500, lowest responsible bidders of three - Total not to exceed \$1,133,900 - Financing: Current Funds (\$6,000), Water Utilities Current Funds (\$565,500), Stormwater Drainage Management Current Funds (\$492,400) and Aviation Current Funds (\$70,000) (subject to annual appropriations)

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

B. Agenda Item #4: Authorize a five-year service contract for event set-up at the Kay Bailey Hutchison Convention Center Dallas – Member's Building Maintenance, LLC, most advantageous proposer of

Meeting Record - DRAFT

three - Not to exceed \$3,644,805 - Financing: Convention and Event Services Current Funds (subject to annual appropriations)

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on a divided vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Scott Griggs

Motion seconded by: Phillip Kingston

C. Agenda Item #5: Authorize a three-year master agreement for the purchase of granulated and liquid fertilizers for use throughout the City – Greensmiths, Inc. in the amount of \$194,052, BWI Dallas/Ft. Worth in the amount of \$201,527, Harrell's, LLC in the amount of \$110,707, Helena Chemical Company in the amount of \$98,068, Turfgrass Solutions, Inc. in the amount of \$79,190, Turf Care of Texas, LLC in the amount of \$77,935, N-Gulf, LLC dba Ameriturf in the amount of \$69,930, Winfield Solutions LLC in the amount of \$91,545, LCS Lawn Care Supply, Inc. in the amount of \$17,332 and SiteOne Landscape Supply, LLC in the amount of \$10,043, lowest responsible bidders of ten - Total not to exceed \$950,329 - Financing: Current Funds

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

D. Agenda Item #6: Authorize a three-year master agreement for mobile concrete - Custom-Crete Redi-Mix, LLC, lowest responsible bidder of three - Not to exceed \$17,363,139 - Financing: Current Funds (\$10,847,603), Water Utilities Current Funds (\$5,796,457), Stormwater Drainage Management Current Funds (\$588,670) and Aviation Current Funds (\$130,409)

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

E. Agenda Item #7: Authorize an increase to the master agreement with Pollock Investments dba Pollock Paper Distributors in the amount of \$314,154, from \$1,570,770 to \$1,884,924, Eagle Brush & Chemical, Inc. in the amount of \$307,985, from \$1,539,925 to \$1,847,910, MANS Distributors, Inc. in the amount of \$86,420, from \$432,100 to \$518,520 and San Benito Textile, Inc. in the amount of \$12,610, from \$63,050 to \$75,660 for janitorial supplies - Total not to exceed \$721,169, from \$3,605,845 to \$4,327,014 - Financing: Current Funds (\$285,583), Aviation Current Funds (\$354,887), Water Utilities Current Funds (\$67,790), Convention and Event Services Current Funds (\$7,356) and Stormwater Drainage Management Current Funds (\$5,553)

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

F. Agenda Item #44: Authorize a two-year master agreement for clamps, couplings, sleeves and adapters - Fortiline, Inc. in the amount of \$326,372 or \$331,372 (Tie bid - line 140), Ferguson

Meeting Record - DRAFT

Enterprises in the amount of \$120,677 or \$125,677 (Tie bid - line 140), Powerseal Pipeline Products Corp. in the amount of \$90,991 and HD Supply Waterworks, LTD in the amount of \$68,878, lowest responsible bidders of four - Total not to exceed \$611,918 - Financing: Water Utilities Current Funds

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote, with Councilmembers Kingston and Griggs voting in opposition.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

G. Draft Addendum Item: Authorize a five-year service contract for the workers' compensation Certified Network and Medical Cost Containment Services

A motion was made to forward to the City Council on Wednesday, February 24, 2016. Motion passed on unanimous vote.

Motion made by: Lee M. Kleinman

Motion seconded by: Scott Griggs

Adjourn

Jennifer S. Gates, Chair Budget, Finance & Audit Committee

### Memorandum



DATE

March 18, 2016

CITY OF DALLAS

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Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT

Dallas Central Appraisal District: 2016-17 Proposed Budget

The Budget, Finance, and Audit Committee's March 21, 2016 agenda includes a briefing on the Dallas Central Appraisal District (DCAD) 2016-2017 Proposed Budget. DCAD's summary materials are attached for your information. Mr. Ken Nolan, Executive Director and Chief Appraiser for DCAD, will present the budget and answer questions.

The DCAD Board of Directors plans to adopt the district's budget on May 11<sup>th</sup>, 2016. From that point, taxing units have 30 days to pass a resolution if they choose not to approve the budget. It does not take effect and the DCAD Board must adopt a new budget within 30 days.

Please let me know if you need additional information.

Chief Financial Officer

**Attachment** 

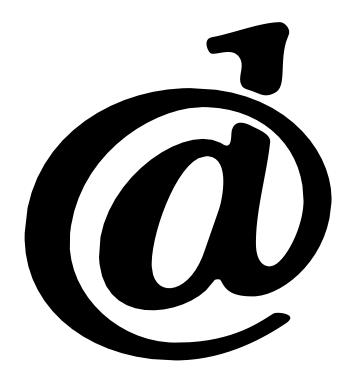
 c: Honorable Mayor and Members of the City Council A.C. Gonzalez, City Manager
 Warren M.S; Emst, City Attorney
 Craig D. Kinton, City Auditor
 Rosa A. Rios, City Secretary
 Daniel F. Solis, Administrative Judge
 Ryan S. Evans, First Assistant City Manager Jill A. Jordan, P.E., Assistant City Manager Joey Zapata, Assistant City Manager Mark McDaniel, Assistant City Manager Eric D. Campbell, Assistant City Manager Sana Syed, Public Information Officer Elsa Cantu, Assistant to the City Manager



# DALLAS CENTRAL APPRAISAL DISTRICT 2016 - 2017 PROPOSED BUDGET

Budget, Finance and Audit Committee March 21, 2016

# **BUDGET OVERVIEW**



2016 - 2017

# PROPOSED BUDGET



# **Dallas Central Appraisal District**

# 2016/2017 Proposed Budget Budget Comparison Executive Summary

	2015/2016	2016/2017
	<u>Approved</u>	<b>Proposed</b>
BUDGET EXPENDITURES:		
Salaries & Wages	\$13,231,728	\$13,736,024
Auto Expense	767,540	887,615
Supplies & Materials	697,577	790,145
Operational Services	68,500	37,260
Maintenance of Structure	363,333	334,482
Maintenance of Equipment	270,482	314,560
Contractual Services	579,498	593,817
Sundry Expenses	324,056	358,265
Insurance & Benefits	5,689,801	5,675,454
Professional Services	1,570,855	1,622,425
Capital Expenditures	113,970	121,885
Technology Development	0	0
Contingency	0	0
Total Expenditures	\$23,677,340	\$24,471,932
OPERATING FUND SOURCES:		
Entity Allocations (Local Support)	\$23,437,340	\$24,231,932
Rendition Fees	230,000	230,000
Investment Proceeds	0	0
Other Income	10,000	10,000
Total Revenues	\$23,677,340	\$24,471,932



## 2016/2017 PROPOSED BUDGET OVERVIEW

The 2016/2017 Proposed Budget is highlighted in the attached document as follows:

- 1. The 2016/2017 Proposed Budget of \$24,471,932 is an increase of 3.36% from the 2015/2016 Approved Budget of \$23,677,340.
- 2. The 2016/2017 Proposed Budget calls for a total of two hundred twenty-eight (228) full-time positions which is the same as the total in the 2015/2016 Budget. Twenty-seven (27) positions have been eliminated over the previous nine (9) years. The budget notes personnel by departments/divisions as follows:
  - Office of Chief Appraiser Department. The department has four (4) positions and includes the divisions of Chief Appraiser's Office, the Community Relations Officer, and Quality Control. The Human Resource Division responsibilities have been moved from this Department to the Administrative Services Department.
  - Administrative Services Department. The divisions included in this department are Administration, Finance/Purchasing, Human Resources, Customer Service, Appeals and Support, Building Services and the Appraisal Review Board (ARB). There are thirty four (34) employees in this department and ninety-five (95) ARB members. The Human Resources Division was moved to this Department for the 2015/2016 Proposed Budget.
  - **Legal Services Department.** There are a total of three (3) employees in this department.
  - Information Technology (IT) Department. The divisions included are Information Technology and the Geographic Information System (GIS). There is a total of sixteen (16) employees in this department.
  - Appraisal Services Department. This department includes the divisions of Central Appraisal, Residential, Commercial, Business Personal Property, and Property Records/Exemptions totaling one hundred seventy one (171) employees.
- 3. For the 2016/2017 Proposed Budget a 2.50% merit increase is proposed for the District employees. This figure is tied directly to the average salary/merit increases and adjustments given by the taxing entities in 2015/2016, which was 2.68%. This information is obtained from an entity salary survey of all participating entities in the Appraisal District. DCAD bases any merit increases on what the taxing entities have afforded to their employees. Funds are also added to address the Paid Time Off program.
- 4. Overtime funds are included for appraisal support staff assisting with legally required after hours informal and formal hearings with property owners during the ARB process. Funds are also included for Building Services, Appeals and Support, Customer Service, and the Appraisal Departments during the ARB process.
- 5. Contract Labor includes funds for temporary services for the Business Personal Property verification and leased equipment projects, temporary clerical help during the ARB process, and for off-duty police officers for the entire fiscal year.

6. Other increases and decreases in the Proposed Budget are noted in the categories as follows:

**Auto Expenses** for the monthly auto allowance for all appraisal staff was increased from \$600 per month to \$700 per month and for management staff from \$200 to \$300 per month.

**Supplies and Materials** increased versus last year's budget primarily in the categories of Postage and Freight, Computer Supplies, and Software costs. Postage costs were increased for the mailing of appraisal and ARB notices. Cost increases were also noted in Office Equipment Expense and Building Supplies categories.

**Operational Services** is the District's telephone communication system. A substantial decrease was noted from the previous year. A new phone system was installed the first of 2015 and has significantly reduced operating costs.

**Maintenance of Structure** shows a slight decrease overall. Electricity costs decreased slightly based on lower rates projected by the P3 Power Pool. The Building Services and Utilities categories also decreased in this budget. All other costs remained constant.

**Maintenance of Equipment** increased in the line items of PC Maintenance and Software Maintenance. Software maintenance costs are budgeted to maintain the software for network and desktop applications, while PC Maintenance includes funds for maintenance and replacement of servers, network equipment, desktop devices, and the iPad computers used as field devices by the appraisal staff.

**Contractual Services** increased slightly due to the estimated increase in the mailing of Appraisal Notices, Renditions, Homestead Applications, and Homestead Postcards. The production and mailing of the majority of these items is completed by a 3<sup>rd</sup> party vendor. Costs for the lease of copiers also increased slightly.

**Sundry Expenses** noted an increase in the categories of Training costs, Dues and Subscriptions, and Travel costs.

**Insurance and Benefits** noted a modest increase and decrease in Group Medical Insurance and Retirement, respectively. Group Medical costs are anticipated at a rate of 10% and the Retirement expense is at a rate of 18% to keep the employee program current. A slight increase was noted for Group Benefits which captures only the premium payments for all ancillary insurance programs and in the Medicare Tax category.

**Professional Services** rose overall from last year as a result of increased costs in ARB Compensation due to an anticipated swell in the number of hearing days and total panels needed to complete the ARB process. Lawsuit activity showed a slight increase from the previous fiscal year but the fees remain constant. An increase in the Arbitration Expense, and SOAH hearings (State Office of Administrative Hearings) was noted for a potential increase in these activities.

**Capital Expenditures** notes a slight increase. Funds are budgeted for Equipment in IT including three (3) Dell R730 Servers, one (1) Dell MD3220 Disk Array, and one (1) Dell N4028F Switch, as well as funds for replacing two (2) waning projectors in the main DCAD Board room.

**Technology Development and Capital Improvement,** includes no requested or budgeted funds for this fiscal year. Capital Improvement projects are funded from surplus funds approved by the Board of Directors upon the approval of the Capital Improvement Plan annually.



# Dallas Central Appraisal District 10 Year Budget Analysis

	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012
Budget Amount	\$20,960,025	\$21,380,063	\$21,799,127	\$21,733,893	\$21,516,555
Budget Increase/Decrease	\$586,585	\$420,038	\$419,064	-\$65,234	-\$217,338
% Budget Increase/Decrease	2.88%	2.00%	1.96%	-0.30%	-1.00%
Merit Increases	4.00%	3.50%	3.00%	0.00%	0.00%
Entity Salary Survey	4.23%	3.58%	3.19%	1.50%	1.09%
# of Personnel	255	250	245	240	232



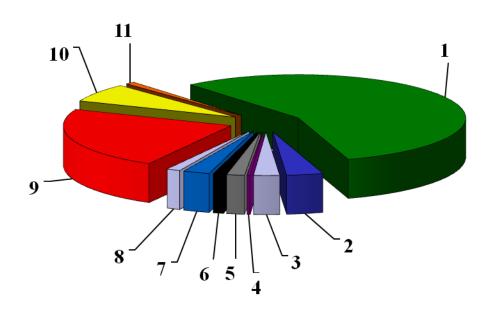
# Dallas Central Appraisal District 10 Year Budget Analysis

2016/2017	2015/2016	2014/2015	2013/2014	2012/2013
\$24,471,932	\$23,677,340	\$23,009,832	\$21,872,977	\$21,516,555
\$794,592	\$667,508	\$1,136,855	\$356,422	\$0
3.36%	2.90%	5.20%	1.66%	0.00%
2.50%	3.00%	3.00%	3.00%	0.00%
2.68%	3.14%	2.92%	3.13%	1.08%
228	228	228	229	229

# Dallas Central Appraisal District Proposed Areas Of Change

	2015/2016	2016/2017	Increase or	Percent
	Approved	Proposed	Decrease	Variance
BUDGET EXPENDITURES:				
Salaries & Wages	\$13,231,728	\$13,736,024	\$504,296	3.81%
Auto Expense	\$767,540	\$887,615	\$120,075	15.64%
Supplies & Materials	\$697,577	\$790,145	\$92,568	13.27%
Operational Services	\$68,500	\$37,260	(\$31,240)	-45.61%
Maintenance of Structure	\$363,333	\$334,482	(\$28,851)	-7.94%
Maintenance of Equipment	\$270,482	\$314,560	\$44,078	16.30%
Contractual Services	\$579,498	\$593,817	\$14,319	2.47%
Sundry Expenses	\$324,056	\$358,265	\$34,209	10.56%
Insurance & Benefits	\$5,689,801	\$5,675,454	(\$14,347)	-0.25%
Professional Services	\$1,570,855	\$1,622,425	\$51,570	3.28%
Capital Expenditures	\$113,970	\$121,885	\$7,915	6.94%
Technology Development	\$0	\$0	\$0	0.00%
Contingency	\$0	\$0	\$0	0.00%
Total Expenditures	\$23,677,340	\$24,471,932	\$794,592	3.36%

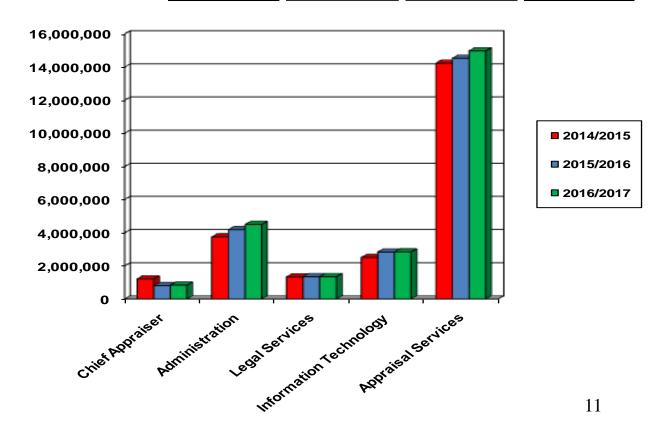
# 2016/2017 Budget by Category



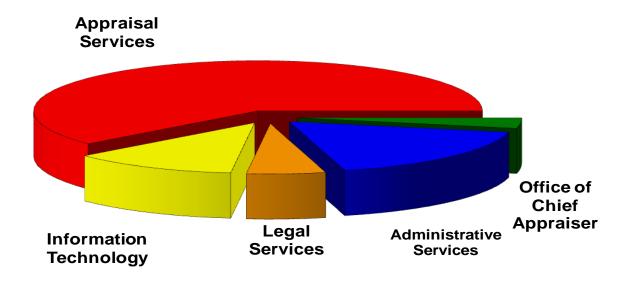
Cat	<u>tegory</u>	<b>Budget Total</b>	Percent
1	Salaries & Wages	\$13,736,024	56.1%
2	Auto Expenses	887,615	3.6%
3	Supplies & Materials	790,145	3.2%
4	Operational Services	37,260	0.2%
5	Maintenance of Structure	334,482	1.4%
6	Maintenance of Equipment	314,560	1.3%
7	Contractual Services	593,817	2.4%
8	Sundry Expenses	358,265	1.5%
9	Insurance & Benefits	5,675,454	23.2%
10	<b>Professional Services</b>	1,622,425	6.6%
11	Capital Expenditures	121,885	0.5%_
	Total	\$24,471,932	100%

# Dallas Central Appraisal District Budget Comparison

<u>Category</u>	2014/2015 <u>Approved</u>	2014/2015 <u>Actual</u>	2015/2016 <u>Approved</u>	2016/2017 <u>Proposed</u>
Consolidated				
Office of Chief Appraiser	\$1,209,012	\$1,261,628	\$800,447	\$828,325
Consolidated				
Administrative Services	3,745,608	4,352,635	4,179,509	4,491,128
Consolidated				
Legal Services	1,327,816	1,200,285	1,343,065	1,345,165
Consolidated				
Information Technology	2,498,819	2,548,628	2,829,979	2,838,095
Consolidated				
Appraisal Services	14,228,577	13,920,445	14,524,340	14,969,219
Contingency	0	0	0	0
Total	\$23,009,832	\$23,283,621	\$23,677,340	\$24,471,932

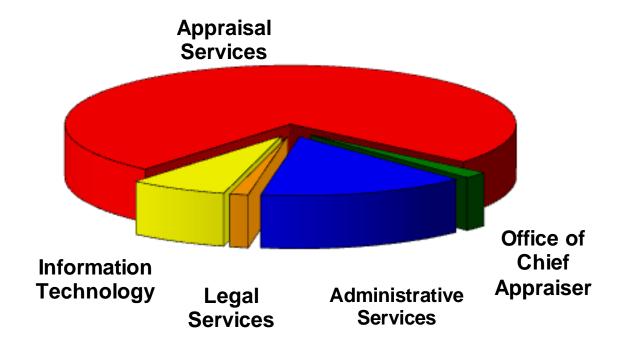


# 2016/2017 Budget By Department



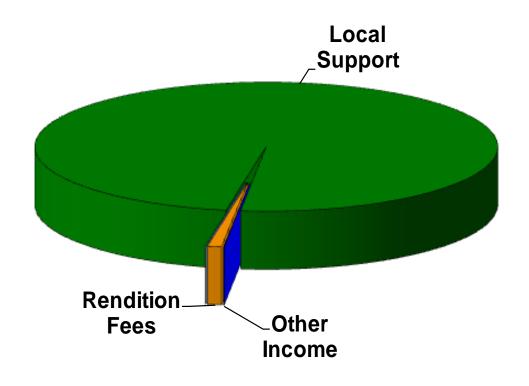
<u>Department</u>	<b>Budget Total</b>	<u>Percent</u>
Office of Chief Appraiser	\$828,325	3.3%
Administrative Services	4,491,128	18.4%
Legal Services	1,345,165	5.5%
Information Technology	2,838,095	11.6%
Appraisal Services	14,969,219	61.2%
Total	\$24,471,932	100%

# 2016/2017 Personnel Breakdown



	<b>Number of</b>	
<u>Department</u>	<u>Personnel</u>	<u>Percent</u>
Office of Chief Appraiser	4	1.8%
Administrative Services	34	14.9%
Legal Services	3	1.3%
Information Technology	16	7.0%
Appraisal Services	<u>171</u>	<u>75.0%</u>
Total	228	100%

# 2016/2017 Operating Funds Sources



Source	<u>Amount</u>	Percent
Local Support	\$24,231,932	99.02%
Investment Proceeds	0	0.00%
Rendition Fees	230,000	0.94%
Other Income	10,000	0.04%
Total	\$24,471,932	100.00%

# Revenue Summary Budget Allocation Comparison

	2015/2016 Approved <u>Allocation</u>	%	2016/2017 Proposed <u>Allocation</u>	%
Local Support				
Municipalities	\$5,995,341	25.58%	\$6,243,235	25.76%
School Districts	\$9,629,552	41.09%	\$9,911,386	40.90%
County/County Wide	\$7,435,216	31.72%	\$7,742,063	31.95%
Special Districts				
Non-County Wide	\$377,231	1.61%	\$335,248	1.38%
Special Districts				
TOTAL	\$23,437,340	100%	\$24,231,932	100%

# 2016/2017 PROPOSED BUDGET ALLOCATIONS

	2015/2016 Approved Allocation	2016/2017 Proposed Allocation	Increase or (Decrease)	% Change
County/County-wide				
Special Districts:				
Dallas County	2,915,655	3,033,721	118,066	4.05%
D.C.H.D.	3,434,050	3,584,525	150,475	4.38%
D.C.C.C.D.	1,085,511	1,123,817	38,306	3.53%
Subtotal	7,435,216	7,742,063	306,847	4.13%
Non-County-Wide Special Districts:				
Dallas URD	283,255	243,257	(39,998)	-14.12%
Valwood Imp. Authority	21,571	22,458	887	4.11%
Irving FCD 1	6,617	6,583	(34)	-0.51%
Irving FCD 3	10,697	9,817	(880)	-8.23%
Dallas FCD1	45,051	42,591	(2,460)	-5.46%
Denton County LID #1	1,989	1,918	(71)	-3.57%
Denton County RUD #1	0	0	0	0.00%
Lancaster MUD #1	1,504	1,930	426	28.32%
Grand Prairie Metro URD	549	543	(6)	-1.09%
Northwest FCD	5,998	6,151	153	2.55%
Subtotal	377,231	335,248	(41,983)	-11.13%

# PROPOSED BUDGET ALLOCATIONS

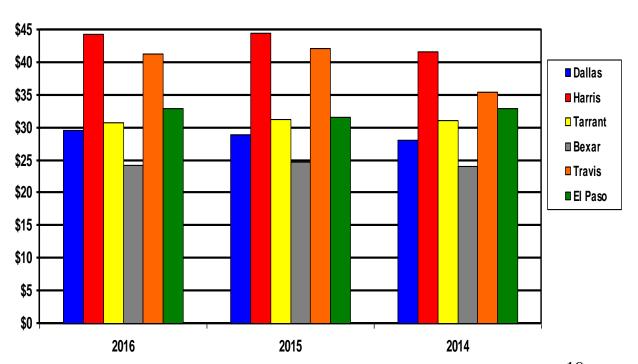
	2015/2016	2016/2017		
	<b>Approved</b>	Proposed	<b>Increase</b> or	
	<b>Allocation</b>	<u>Allocation</u>	(Decrease)	% Change
Cities:				
Addison	101,671	107,420	5,749	5.65%
Balch Springs	25,828	26,389	561	2.17%
Carrollton	149,366	152,685	3,319	2.22%
Cedar Hill	92,085	94,480	2,395	2.60%
Cockrell Hill	3,398	4,628	1,230	36.20%
Combine	164	170	6	3.66%
Coppell	159,163	162,039	2,876	1.81%
Dallas	3,327,165	3,468,292	141,127	4.24%
DeSoto	108,585	111,225	2,640	2.43%
Duncanville	62,179	63,415	1,236	1.99%
Farmers Branch	120,726	125,691	4,965	4.11%
Ferris	375	363	(12)	-3.20%
Garland	351,044	361,056	10,012	2.85%
Glenn Heights	10,945	11,656	711	6.50%
Grand Prairie	158,507	164,074	5,567	3.51%
Grapevine	2,391	2,302	(89)	-3.72%
Highland Park	51,445	53,698	2,253	4.38%
Hutchins	9,703	11,583	1,880	19.38%
Irving	544,660	577,447	32,787	6.02%
Lancaster	67,710	71,145	3,435	5.07%
Lewisville	1,805	1,527	(278)	-15.40%
Mesquite	178,874	180,794	1,920	1.07%
Ovilla	727	751	24	3.30%
Richardson	211,053	221,625	10,572	5.01%
Rowlett	103,781	111,709	7,928	7.64%
Sachse	32,578	34,579	2,001	6.14%
Seagoville	15,797	16,138	341	2.16%
Sunnyvale	16,148	17,326	1,178	7.30%
University Park	81,398	81,201	(197)	-0.24%
Wilmer	5,695	7,076	1,381	24.25%
Wylie	375	751	376	100.27%
Total	5,995,341	6,243,235	247,894	4.13%

# PROPOSED BUDGET ALLOCATIONS

	2015/2016 Approved <u>Allocation</u>	2016/2017 Proposed <u>Allocation</u>	Increase or (Decrease)	% Change
School Districts:				
Carrollton/F.B.	668,558	673,222	4,664	0.70%
Cedar Hill	163,283	162,582	(701)	-0.43%
Coppell	495,000	506,881	11,881	2.40%
Dallas	4,347,579	4,474,079	126,500	2.91%
Dallas County Schools	69,325	71,957	2,632	3.80%
DeSoto	128,761	126,972	(1,789)	-1.39%
Duncanville	195,314	208,217	12,903	6.61%
Ferris	943	918	(25)	-2.65%
Garland	692,137	745,631	53,494	7.73%
Grand Prairie	303,220	324,858	21,638	7.14%
Grapevine/Colleyville	13,026	14,183	1,157	8.88%
Highland Park	560,385	577,056	16,671	2.97%
Irving	568,476	583,498	15,022	2.64%
Lancaster	89,837	103,334	13,497	15.02%
Mesquite	354,292	344,842	(9,450)	-2.67%
Richardson	929,897	941,106	11,209	1.21%
Sunnyvale	49,519	52,050	2,531	5.11%
Wilmer/Hutchins	0	0	0	0.00%
Total	9,629,552	9,911,386	281,834	2.93%

# **APPRAISAL DISTRICT COMPARISONS**

	2016	Real	Personal	Total	Cos	l	
	Budget Amount	<u>Property</u>	<u>Property</u>	<u>Parcels</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Dallas CAD	\$24,471,932	723,962	103,718	827,680	\$29.57	\$28.89	\$28.15
Harris CAD	\$77,706,380	1,401,273	350,113	1,751,386	\$44.37	\$44.55	\$41.72
Tarrant CAD	\$21,232,727	640,152	49,483	689,635	\$30.79	\$31.32	\$31.17
Bexar CAD	\$16,058,740	618,020	43,366	661,386	\$24.28	\$24.76	\$24.08
Travis CAD	\$17,492,994	380,003	43,324	423,327	\$41.32	\$42.09	\$35.44
El Paso CAD	\$13,336,134	382,953	22,611	405,564	\$32.88	\$31.57	\$32.93



# APPRAISAL DISTRICT EMPLOYEE COMPARISONS

Appraisal District	2016 Budget	Total Parcels	Number of Employees	Parcels per Employee	Number of Appraisers	Parcels per Appraiser
Dallas Central Appraisal District	\$24,471,932	827,680	228	3,630	95	8,712
Harris Central Appraisal District	\$77,706,380	1,751,386	650	2,694	288	6,081
Tarrant Appraisal District	\$21,232,727	689,635	199	3,466	73	9,447
Bexar Appraisal District	\$16,058,740	661,386	154	4,295	60	11,023
Travis Central Appraisal District	\$17,492,994	423,327	131	3,232	64	6,614
El Paso Central Appraisal District	\$13,336,134	405,564	140	2,897	42	9,656

## 2015-2016 BUDGET/LEVY COMPARISON

	2015	2016	
	Tax Levy	<b>Budget Amount</b>	Cost As % Of Levy
Dallas CAD	\$5,274,564,192	\$24,471,932	0.46
Harris CAD	\$10,266,590,424	\$77,706,380	0.76
Tarrant CAD	\$3,704,266,973	\$21,232,727	0.57
Bexar CAD	\$3,194,991,963	\$16,058,740	0.50
Travis CAD	\$3,300,883,208	\$17,492,994	0.53
El Paso CAD	\$1,026,944,258	\$13,336,134	1.30

ACCURACY OF APPRAISALS	Median Level of Appraisals	Coefficient of Dispersion
Dallas Central Appraisal District	0.98	5.96
Harris Central Appraisal District	1.03	5.45
Tarrant Appraisal District	0.98	7.15
Bexar Appraisal District	0.96	9.30
Travis Central Appraisal District	0.97	8.46
El Paso Central Appraisal District	0.98	12.22



# 2015 -2016 Entity Salary Survey

Entity	Contact Person	Title	Increase	Comments
Town of Addison	Passion Hayes	Director of Human Resources	0.00%	
City of Balch Springs	Carl Wessels	Director of Finance	0.00%	
City of Carrollton	GyZeil Granger	Financial Services Tech II	3.00%	
City of Cedar Hill	Angelica Morales	H. R. Generalist	3.00%	Compensation Study
City of Cockrell Hill	Bret Haney	Asst. City Administrator	3.00%	Effective 1/1/2016
City of Combine	Robin Price	City Secretary	1.76%	
City of Coppell	Dustin Yater	Sr. H.R. Advisor	3.00%	
City of Dallas	LaQuisha Bill	Sr. H.R. Analyst	3.00%	
City of Desoto	Jenette Naranja	HR Staff Assistant	1.00%	
City of Duncanville	Jennifer Otey	Personnel Manager	3.30%	Market Adjustment
City of Farmers Branch	Charles Cox	Director of Finance	3.00%	
City of Ferris	Monica Lemon	Asst. Finance Director	1.00%	
City of Garland	Daniel Bensinger	Sr. H.R. Analyst	3.00%	* See note
City of Glenn Heights	Kacye Harvey	H.R. Administrator	2.00%	
City of Grand Prairie	Libby Craven	H.R. Advisor	3.00%	
City of Grapevine	Debra Russo	Controller	5.00%	
Town of Highland Park	Steven Alexander	Chief Financial Officer	3.00%	Qtrly 0-7% Stipend, Annual 3%
City of Hutchins	Patti Holloway	Director of Finance	3.00%	
City of Irving	Bret Starr	Budget Administrator	1.50%	
City of Lancaster	Amanda Pritchett	H.R. Assistant	2.00%	Market AdjustmentNo Merit
City of Lewisville	Matt Grebliunas	H.R. Manager	3.00%	
City of Mesquite	Lety Yanez	H.R. Manager	2.00%	
City of Ovilla	Linda Harding	City Accountant	3.00%	
City of Richardson	Chelsea Cole	Compensation Analyst	5.00%	
City of Rowlett	Terri Doby	Budget Officer	2.00%	COLA Effective April
City of Sachse	Stacy Buckley	H.R. Manager		** Market adjustment \$ 1.7M
City of Seagoville	Cindy Brown	Director of Human Resources	0.00%	
Town of Sunnyvale	Leslie Malone	Town Secretary	1.60%	
City of University Park	Tom Tvardzik	Director of Finance	3.00%	
City of Wilmer	William McDonald	City Administrator	5.00%	
City of Wylie	Lynn Fagerstrom	H.R. Manager	4.00%	*** See note
Average Cities			2.54%	

<sup>\* 3%</sup> merit, addtl. 1% top performers. CS adj. 4%, Skill-Based adj. 3.5%.

<sup>\*\*</sup> New Pay Plan implemented.

<sup>\*\*\*</sup> Score of 2=2%, 3=3%, 4=4%, Will continue longevity \$4 for every year no cap given in November.

# 2015 -2016 Entity Salary Survey

Entity	<b>Contact Person</b>	Title	Increase	Comments
C/FB ISD	Gayle Thompson	Secretary to Superintendent	3.00%	
Cedar Hill ISD	Rosa Johnson	Staffing, Human Resources	2.00%	Adjusted Starting Salary & Steps for Teachers only
Coppell ISD	Marty Cramer	Admin. Asst.	3.00%	
Dallas ISD	E. Patrick Ekong	Compensation Analyst	1.33%	
DeSoto ISD	Sue Land	Employment & Data Management Coord.	3.00%	
Duncanville ISD	Ronald Kuehler	Chief Financial Officer	2.50%	
Ferris ISD	Brenda Rodriguez	Business Manager	2.00%	
Garland ISD	Sarah Wawak	Secretary to Exec. Director of H.R.	2.50%	
Grand Prairie ISD	Nancy Bridges	Sr. Executive Director of H.R.	1.50%	
Grapevine/Colleyville ISD	DaiAnn Mooney	Chief Financial Officer	0.00%	
Highland Park ISD	Rita Bryan	Personnel Specialist	2.00%	
Irving ISD	Mia Stroy	Director of Compensation, Benefits, & HR Systems		One time pay Stipend of \$1600
Lancaster ISD	Erma Perry	Chief Financial Officer	3.00%	
Mesquite ISD	Diane Hogg	Exec Asst. Superintendent	3.00%	
Richardson ISD	Barbara Hargrove	Director of Salary Administration	3.00%	
Sunnyvale ISD	Margaret Davis	Business Manager	2.00%	
Average Schools	•		2.26%	
D 11 G	In a way to		10.000	I
Dallas County	Ronica Watkins	Assistant Budget Officer	3.00%	Actual October 30, 2015
DCCCD	John Robertson	Associate Vice Chancellor of Business	3.50%	Compensation Study (Staff Increase)
Average Countywide			3.25%	
Total Average Approved Inc	crosse for All Entities	1	2.68%	T

ENTITY and ENTITY CODE		2014 Grand Total Taxable Value 9/2014	2015 Grand Total Taxable Value 9/2015	Taxable Value Change	Taxable Value Percent Change	2014 Tax Rates	2015 Tax Rates	Tax Rate Change	Tax Rate Percent Change	2014 Levy	2015 Levy	Levy Change	Levy Percent Change	2015/2016 Approved Budget Allocation	2016/2017 Proposed Budget Allocation	Budget Allocation Change	Budget Allocation Percent Change
CITIES	_								<u>.</u>								
Addison	CA	\$3,805,022,489	\$4,037,207,737	\$232,185,248	6.10%	0.561800	0.579150	0.017350	3.09%	\$21,376,616	\$23,381,489	\$2,004,872	9.38%	\$101,671	\$107,420	5,749	5.65%
Balch Springs	СВ	676,190,629	715,334,405	39,143,776	5.79%	0.803000	0.803000	0.000000	0.00%	5,429,811	5,744,135	314,325	5.79%	25,828	26,389	561	2.17%
Carrollton - Dallas Co.	CC	5,103,117,994	5,422,914,656	319,796,662	6.27%	0.615375	0.612875	(0.002500)	(0.41%)	31,403,312	33,235,688	1,832,376	5.83%	149,366	152,685	3,319	2.22%
Cedar Hill - Dallas Co.	CH	2,770,774,939	2,942,839,033	172,064,094	6.21%	0.698760	0.698760	0.000000	0.00%	19,361,067	20,563,382	1,202,315	6.21%	92,085	94,480	2,395	2.60%
Cockrell Hill	CL	88,014,361	89,174,592	1,160,231	1.32%	0.811657	1.132442	0.320785	39.52%	714,375	1,009,851	295,476	41.36%	3,398	4,628	1,230	36.20%
Combine Company Dollar Co	OM CO	11,328,005	11,061,798	(266,207)	(2.35%)	0.290000	0.310000	0.020000	6.90%	32,851	34,292	1,440	4.38%	164	170	6	3.66%
Coppell - Dallas Co Dallas	DA	5,517,581,180 87,764,858,603	6,039,471,635 94,723,390,058	521,890,455 6,958,531,455	9.46% 7.93%	0.606490 0.797000	0.584000 0.797000	(0.022490) 0.000000	(3.71%) 0.00%	33,463,578 699,485,923	35,270,514 754,945,419	1,806,936 55,459,496	5.40% 7.93%	159,163 3,327,165	162,039 3,468,292	2,876 141,127	1.81% 4.24%
DeSoto	CS	3,014,006,403	3,228,120,649	214,114,246	7.10%	0.757400	0.749900	(0.007500)	(0.99%)	22,828,084	24,207,677	1,379,592	6.04%	108,585	111,225	2,640	2.43%
Duncanville	CV	1,723,704,507	1,819,842,726	96,138,219	5.58%	0.758447	0.758447	0.000000	0.00%	13,073,385	13,802,543	729,157	5.58%	62,179	63,415	1,236	1.99%
Farmers Branch	CF	4,214,517,567	4,542,347,280	327,829,713	7.78%	0.602267	0.602267	0.000000	0.00%	25,382,649	27,357,059	1,974,410	7.78%	120,726	125,691	4,965	4.11%
Ferris	FE	11,564,161	11,551,211	(12,950)	(0.11%)	0.687134	0.687134	0.000000	0.00%	79,461	79,372	(89)	(0.11%)	375	363	(12)	
Garland - Dallas Co	CG	10,474,166,190	11,153,723,128	679,556,938	6.49%	0.704600	0.704600	0.000000	0.00%	73,800,975	78,589,133	4,788,158	6.49%	351,044	361,056	10,012	2.85%
Glenn Heights - Dallas Co	CE	289,581,148	319,533,646	29,952,498	10.34%	0.795000	0.793400	(0.001600)	(0.20%)	2,302,170	2,535,180	233,010	10.12%	10,945	11,656	711	6.50%
Grand Prairie - Dallas Co	CP	4,973,360,738	5,330,296,477	356,935,739	7.18%	0.669998	0.669998	0.000000	0.00%	33,321,417	35,712,880	2,391,462	7.18%	158,507	164,074	5,567	3.51%
Grapevine	GV	150,770,605	152,609,134	1,838,529	1.22%	0.332439	0.328437	(0.004002)	(1.20%)	501,220	501,225	5	0.00%	2,391	2,302	(89)	(3.72%
Highland Park	TH	4,916,346,204	5,312,812,276	396,466,072	8.06%	0.220000	0.220000	0.000000	0.00%	10,815,962	11,688,187	872,225	8.06%	51,445	53,698	2,253	4.38%
Hutchins	CU	286,688,781	369,372,087	82,683,306	28.84%	0.710907	0.682459	(0.028448)	(4.00%)	2,038,091	2,520,813	482,722	23.69%	9,703	11,583	1,880	19.38%
Irving Lancaster	CI CN	19,273,934,519 1,640,933,624	21,156,769,578 1,785,102,681	1,882,835,059 144,169,057	9.77% 8.79%	0.594100 0.867500	0.594100 0.867500	0.000000	0.00%	114,506,445 14,235,099	125,692,368 15,485,766	11,185,923 1,250,667	9.77% 8.79%	544,660 67,710	577,447 71,145	32,787 3,435	6.02% 5.07%
Lewisville	LE	86,645,274	75,833,608	(10,811,666)	(12.48%)	0.436086	0.436086	0.000000	0.00%	377,848	330,700	(47,148)	(12.48%)	1,805	1,527	(278)	
Mesquite - Dallas Co	CM	5,875,906,854	6,149,224,177	273,317,323	4.65%	0.640000	0.640000	0.000000	0.00%	37,605,804	39,355,035	1,749,231	4.65%	178,874	180,794	1,920	1.07%
Ovilla	OV	22,807,418	23,067,010	259,592	1.14%	0.671900	0.700000	0.028100	4.18%	153,243	161,469	8,226	5.37%	727	751	24	3.30%
Richardson	CR	6,985,774,087	7,595,163,333	609,389,246	8.72%	0.635160	0.635160	0.000000	0.00%	44,370,843	48,241,439	3,870,597	8.72%	211,053	221,625	10,572	5.01%
Rowlett - Dallas Co	CW	2,771,979,368	3,088,826,748	316,847,380	11.43%	0.787173	0.787173	0.000000	0.00%	21,820,273	24,314,410	2,494,137	11.43%	103,781	111,709	7,928	7.64%
Sachse	CK	888,393,088	993,844,617	105,451,529	11.87%	0.770819	0.757279	(0.013540)	(1.76%)	6,847,903	7,526,177	678,274	9.90%	32,578	34,579	2,001	6.14%
Seagoville - Dallas Co	CJ	465,208,333	492,168,112	26,959,779	5.80%	0.713800	0.713800	0.000000	0.00%	3,320,657	3,513,096	192,439	5.80%	15,797	16,138	341	2.16%
Sunnyvale	TS	831,840,142	924,764,286	92,924,144	11.17%	0.407962	0.407962	0.000000	0.00%	3,393,592	3,772,687	379,095	11.17%	16,148	17,326	1,178	7.30%
University Park	CQ	6,342,348,768	6,826,518,878	484,170,110	7.63%	0.269790	0.258930	(0.010860)	(4.03%)	17,111,023	17,675,905	564,883	3.30%	81,398	81,201	(197)	
Wilmer	CT	274,386,705	323,446,752	49,060,047	17.88%	0.436600	0.476600	0.040000	9.16%	1,197,972	1,541,547	343,575	28.68%	5,695	7,076	1,381	24.25%
Wylie	WY	9,106,928	19,067,289	9,960,361	109.37%	0.878900	0.868900	(0.010000)	(1.14%)	80,041	165,676	85,635	106.99%	375	751	376	100.27%
COUNTYWIDE ENTITIES																	
Dallas County	DC	175,109,899,401	188,601,831,380	13,491,931,979	7.70%	0.243100	0.243100	0.000000	0.00%	425,692,165	458,491,052	32,798,887	7.70%	2,915,655	3,033,721	118,066	4.05%
Dallas Co Community College	DO	182,898,622,497	197,833,631,154	14,935,008,657	8.17%	0.124775	0.123650	(0.001125)	(0.90%)	228,211,756	244,621,285	16,409,529	7.19%	1,085,511	1,123,817	38,306	3.53%
Parkland Hospital	PH	175,307,356,424	189,417,781,250	14,110,424,826	8.05%	0.286000	0.286000	0.000000	0.00%	501,379,039	541,734,854	40,355,815	8.05%	3,434,050	3,584,525	150,475	4.38%
SCHOOL DISTRICTS																	
Carrollton/Farmers Branch ISD	AS	12,957,106,686	13,767,072,691	809,966,005	6.25%	1.303300	1.281700	(0.021600)	(1.66%)	168,869,971	176,452,571	7,582,599	4.49%	668,558	673,222	4,664	0.70%
Cedar Hill ISD	ES	2,704,479,453	2,794,300,481	89,821,028	3.32%	1.525000	1.525000	0.000000	0.00%	41,243,312	42,613,082	1,369,771	3.32%	163,283	162,582	(701)	(0.43%
Coppell ISD	os	8,628,799,093	9,232,398,864	603,599,771	7.00%	1.449000	1.439000	(0.010000)	(0.69%)	125,031,299	132,854,220	7,822,921	6.26%	495,000	506,881	11,881	2.40%
Dallas ISD	DS	85,653,285,958	91,465,251,969	5,811,966,011	6.79%	1.282085	1.282085	0.000000	0.00%	1,098,147,931	1,172,662,276	74,514,344	6.79% 2.32%	4,347,576	4,474,077	126,501	2.91%
DeSoto ISD Duncanville ISD	SS US	2,212,491,929 3,498,876,512	2,279,428,530 3,568,084,041	66,936,601 69,207,529	3.03% 1.98%	1.470000 1.410000	1.460000 1.529500	(0.010000) 0.119500	(0.68%) 8.48%	32,523,631 49,334,159	33,279,657 54,573,845	756,025 5,239,687	10.62%	128,761 195,314	126,972 208,217	(1,789) 12,903	(1.39% 6.61%
Ferris ISD	FS	17,984,526	17,750,192	(234,334)	(1.30%)	1.325000	1.355000	0.030000	2.26%	238,295	240,515	2,220	0.93%	943	918	(25)	
Garland ISD	GS	13,949,236,445	14,441,056,569	491,820,124	3.53%	1.253300	1.353300	0.100000	7.98%	174,825,780	195,430,819	20,605,038	11.79%	692,137	745,631	53,494	7.73%
Grand Prairie ISD	PS	5,227,985,851	5,338,290,982	110,305,131	2.11%	1.465000	1.595000	0.130000	8.87%	76,589,993	85,145,741	8,555,748	11.17%	303,220	324,858	21,638	7.14%
Grapevine-Colleyville ISD	VS	249,241,727	281,598,634	32,356,907	12.98%	1.320100	1.320100	0.000000	0.00%	3,290,240	3,717,384	427,144	12.98%	13,026	14,183	1,157	8.88%
Highland Park ISD	HS	12,659,588,465	13,602,590,485	943,002,020	7.45%	1.118100	1.111900	(0.006200)	(0.55%)	141,546,859	151,247,204	9,700,345	6.85%	560,385	577,056	16,671	2.97%
Irving ISD	IS	10,006,303,233	10,583,783,710	577,480,477	5.77%	1.435000	1.445000	0.010000	0.70%	143,590,451	152,935,675	9,345,223	6.51%	568,476	583,498	15,022	2.64%
Lancaster ISD	LS	1,656,192,436	1,758,695,334	102,502,898	6.19%	1.370120	1.540000	0.169880	12.40%	22,691,824	27,083,908	4,392,084	19.36%	89,837	103,334	13,497	15.02%
Mesquite ISD	MS	6,346,813,898	6,410,189,717	63,375,819	1.00%	1.410000	1.410000	0.000000	0.00%	89,490,076	90,383,675	893,599	1.00%	354,292	344,842	(9,450)	
Richardson ISD	RS	17,527,808,479	18,407,158,575	879,350,096	5.02%	1.340050	1.340050	0.000000	0.00%	234,881,398	246,665,128	11,783,731	5.02%	929,897	941,106	11,209	1.21%
Sunnyvale ISD	YS	887,094,067	967,550,435	80,456,368	9.07%	1.410000	1.410000	0.000000	0.00%	12,508,026	13,642,461	1,134,435	9.07%	49,519	52,050	2,531	5.11%
Dallas County Schools		175,109,899,401	188,601,831,380	13,491,931,979	7.70%	0.010000	0.010000	0.000000	0.00%	17,510,990	18,860,183	1,349,193	7.70%	69,325	71,957	2,632	3.80%

#### 2016/2017 Dallas Central Appraisal District Proposed Budget Allocation Analysis

		2014 Grand Total Taxable Value	2015 Grand Total Taxable Value	Taxable Value	Taxable Value Percent	2014 Tax	2015 Tax	Tax Rate	Tax Rate Percent				Levy Percent	2015/2016 Approved Budget	2016/2017 Proposed Budget	Budget Allocation	Budget Allocation Percent
ENTITY and ENTITY CODE		9/2014	9/2015	Change	Change	Rates	Rates	Change	Change	2014 Levy	2015 Levy	Levy Change	Change	Allocation	Allocation	Change	Change
SPECIAL DISTRICTS																	
Dallas County FCD #1	DD	344,410,803	349,844,284	5,433,481	1.58%	2.750000	2.650000	(0.100000)	(3.64%)	9,471,297	9,270,874	(200,424)	(2.12%)	45,051	42,591	(2,460)	(5.46%)
Dallas County URD	DM	3,003,024,932	3,330,171,214	327,146,282	10.89%	1.983000	1.590000	(0.393000)	(19.82%)	59,549,984	52,949,722	(6,600,262)	(11.08%)	283,255	243,257	(39,998)	(14.12%)
Denton Co. LID #1	NL	225,981,382	225,689,753	(291,629)	(0.13%)	0.185000	0.185000	0.000000	0.00%	418,066	417,526	(540)	(0.13%)	1,989	1,918	(71)	(3.57%)
Denton Co. RUD #1	NR	193,950,954	192,833,583	(1,117,371)	(0.58%)	0.000000	0.000000	0.000000	#DIV/0!	0	0	0	#DIV/0!	0	0	0	#DIV/0!
Grand Prairie Metro URD	GU	19,245,702	19,699,039	453,337	2.36%	0.600000	0.600000	0.000000	0.00%	115,474	118,194	2,720	2.36%	549	543	(6)	(1.09%)
Irving FCD, Section I	IF	275,619,475	275,567,042	(52,433)	(0.02%)	0.504700	0.520000	0.015300	3.03%	1,391,051	1,432,949	41,897	3.01%	6,617	6,583	(34)	(0.51%)
Irving FCD, Section III	ID	1,560,677,008	1,669,403,852	108,726,844	6.97%	0.144100	0.128000	(0.016100)	(11.17%)	2,248,936	2,136,837	(112,099)	(4.98%)	10,697	9,817	(880)	(8.23%)
Lancaster MUD #1	LM	29,837,440	39,639,424	9,801,984	32.85%	1.060000	1.060000	0.000000	0.00%	316,277	420,178	103,901	32.85%	1,504	1,930	426	28.32%
Northwest Dallas Co FCD	NF	420,351,881	446,297,756	25,945,875	6.17%	0.300000	0.300000	0.000000	0.00%	1,261,056	1,338,893	77,838	6.17%	5,998	6,151	153	2.55%
Valwood Improvement Auth.	FF	1,679,656,327	1,810,507,512	130,851,185	7.79%	0.270000	0.270000	0.000000	0.00%	4,535,072	4,888,370	353,298	7.79%	21,571	22,458	887	4.11%

	F	RESIDENTIAL	<u> </u>		COMMERCIAI	<u></u>		BPP		TOTAL OF ALL DIVISIONS			
ENTITY		TOTAL			TOTAL			TOTAL			TOTAL		
	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	
	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	
<u>CITIES</u>													
Addison	1,716	2,358	72.77%	229	688	33.28%	3,049	3,049	100.00%	4,994	6,095	81.94%	
Balch Springs	3,435	6,830	50.29%	317	952	33.30%	789	789	100.00%	4,541	8,571	52.98%	
Carrollton	11,106	12,458	89.15%	576	1,782	32.32%	3,689	3,689	100.00%	15,371	17,929	85.73%	
Cedar Hill	9,981	16,218	61.54%	319	1,201	26.56%	1,269	1,269	100.00%	11,569	18,688	61.91%	
Cockrell Hill	511	929 331	55.01%	103 75	103 75	100.00%	182 17	182 17	100.00% 100.00%	796 92	1,214	65.57% 21.75%	
Combine	0 8,671	12,254	0.00% 70.76%	319	1,070	100.00% 29.81%	1,523	1,523	100.00%	10,513	423 14,847	70.81%	
Coppell Dallas	186,607	291,741	63.96%	14,057	39,155	35.90%	48,701	48,701	100.00%	249,365	379,597	65.69%	
Desoto	11,292	16,902	66.81%	691	1,285	53.77%	1,338	1,338	100.00%	13,321	19,525	68.23%	
Duncanville	8,596	11,958	71.88%	246	1,050	23.43%	1,445	1,445	100.00%	10,287	14,453	71.18%	
Farmers Branch	7,218	8,081	89.32%	614	1,240	49.52%	3,150	3,150	100.00%	10,982	12,471	88.06%	
Ferris	0	0	0.00%	15	15	100.00%	7	7	100.00%	22	22	100.00%	
Garland	53,742	64,519	83.30%	2,278	4,719	48.27%	5,766	5,766	100.00%	61,786	75,004	82.38%	
Glenn Heights	1,344	3,465	38.79%	200	200	100.00%	89	89	100.00%	1,633	3,754	43.50%	
Grand Prairie	25,876	35,920	72.04%	1,147	4,304	26.65%	2,992	2,992	100.00%	30,015	43,216	69.45%	
Grapevine	0	0	0.00%	28	28	100.00%	74	74	100.00%	102	102	100.00%	
Highland Park	2,636	3,407	77.37%	76	76	100.00%	375	375	100.00%	3,087	3,858	80.02%	
Hutchins	119	1,378	8.64%	393	400	98.25%	297	297	100.00%	809	2,075	38.99%	
Irving	26,858	44,867	59.86%	2,252	5,534	40.69%	8,343	8,343	100.00%	37,453	58,744	63.76%	
Lancaster	8,596	12,718	67.59%	545	1,598	34.11%	845	845	100.00%	9,986	15,161	65.87%	
Lewisville	186	300	62.00%	10	10	100.00%	17	17	100.00%	213	327	65.14%	
Mesquite	31,767	38,175	83.21%	988	2,630	37.57%	3,231	3,231	100.00%	35,986	44,036	81.72%	
Ovilla Dishandasa	0	162	0.00%	23	23	100.00%	10	10	100.00%	33	195	16.92%	
Richardson	19,729	21,764	90.65%	354	1,599	22.14%	4,856	4,856	100.00%	24,939	28,219	88.38%	
Rowlett Sachse	14,316 4,397	17,619 5,447	81.25% 80.72%	384 108	1,028 326	37.35% 33.13%	982 283	982 283	100.00% 100.00%	15,682 4,788	19,629 6,056	79.89% 79.06%	
Seagoville	2,037	5,034	40.46%	258	775	33.29%	458	458	100.00%	2,753	6,267	43.93%	
Sunnyvale	1,543	2,419	63.79%	194	625	31.04%	435	435	100.00%	2,172	3,479	62.43%	
University Park	6,400	6,934	92.30%	236	317	74.45%	793	793	100.00%	7,429	8,044	92.35%	
Wilmer	543	1,534	35.40%	82	246	33.33%	165	165	100.00%	790	1,945	40.62%	
Wylie	93	317	29.34%	14	14	100.00%	12	12	100.00%	119	343	34.69%	
	449,315	646,039	69.55%	27,131	72.000	37.13%	95,182	95,182	100.00%	571,628	814,289	70.20%	
Total Cities	449,313	040,039	09.55%	21,131	73,068	37.13%	95,162	95,162	100.00%	371,020	014,209	70.20%	
<u>SCHOOLS</u>													
Carrollton/Farmers Branch	20,912	23,621	88.53%	1,786	3,494	51.12%	6,198	6,198	100.00%	28,896	33,313	86.74%	
Cedar Hill	10,521	16,879	62.33%	332	1,275	26.04%	1,256	1,256	100.00%	12,109	19,410	62.39%	
Coppell	11,315	15,508	72.96%	617	1,487	41.49%	2,320	2,320	100.00%	14,252	19,315	73.79%	
Dallas	163,877	268,970	60.93%	13,734	39,893	34.43%	48,241	48,241	100.00%	225,852	357,104	63.25%	
Desoto	11,838	19,157	61.79%	544	1,127	48.27%	990	990	100.00%	13,372	21,274	62.86%	
Duncanville	13,781	20,539	67.10%	865	2,103	41.13%	2,029	2,029	100.00%	16,675	24,671	67.59%	
Ferris	0	115	0.00%		98	100.00%	15	15	100.00%		228	49.56%	
Garland	67,898	83,334	81.48%	2,682	6,174	43.44%	6,655	6,655	100.00%	77,235	96,163	80.32%	
Grand Prairie	25,729	34,526	74.52%	1,138	4,227	26.92%	3,039	3,039	100.00%	29,906	41,792	71.56%	
Grapevine-Colleyville	0	0	0.00%		18	100.00%	157	157	100.00%	175	175	100.00%	
Highland Park	9,038	10,744	84.12% 51.28%		478 4,946	70.08% 20.70%	1,919	1,919	100.00%	11,292	13,141	85.93% 54.18%	
Irving	18,723 9,231	36,510 13,066	70.65%		1,768	33.43%	5,921 833	5,921 833	100.00% 100.00%	25,668 10,655	47,377 15,667	54.18% 68.01%	
Lancaster Mesquite	35,707	47,087	75.83%		3,280	33.43%	3,629	3,629	100.00%	40,322	53,996	74.68%	
Richardson	49,444	57,314	86.27%		3,395	28.90%	10,112	10,112	100.00%	60,537	70,821	85.48%	
Sunnyvale	1,543	2,419	63.79%		638	30.56%	434	434	100.00%	2,172	3,491	62.22%	
Total Schools	449,557	649,789	69.19%	25,926	74,401	34.85%	93,748	93,748	100.00%	569,231	817,938	69.59%	

	RESIDENTIAL			COMMERCIAL			ВРР			TOTAL OF ALL DIVISIONS		
ENTITY		TOTAL			TOTAL			TOTAL			TOTAL	
	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT
	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED
<u>CITIES</u>												
Addison	1,619	2,358	68.66%	365	686	53.21%	3,000	3,000	100.00%	4,984	6,044	82.46%
Balch Springs	2,740	6,761	40.53%	333	968	34.40%	772	772	100.00%	3,845	8,501	45.23%
Carrollton	8,848	12,309	71.88%	943	1,777	53.07%	3,578	3,578	100.00%	13,369	17,664	75.69%
Cedar Hill	9,207	16,214	56.78%	359	1,201	29.89%	1,247	1,247	100.00%	10,813	18,662	57.94%
Cockrell Hill	159	929	17.12%	103	103	100.00%	167	167	100.00%	429	1,199	35.78%
Combine	202	327	61.77%	70	75	93.33%	16	16	100.00%	288	418	68.90%
Coppell	8,725	12,119	71.99%	482	1,062	45.39%	1,513	1,513	100.00%	10,720	14,694	72.95%
Dallas	150,024	291,228	51.51%	20,083	39,160	51.28%	47,804	47,804	100.00%	217,911	378,192	57.62%
Desoto	8,612	16,659	51.70%	309	1,287	24.01%	1,261	1,261	100.00%	10,182	19,207	53.01%
Duncanville	6,243	11,960 8,079	52.20%	264 572	1,044	25.29% 46.32%	1,402 3,120	1,402	100.00% 100.00%	7,909	14,406 12,434	54.90% 68.94%
Farmers Branch Ferris	4,880 0	0,079	60.40% 0.00%	4	1,235 15	26.67%	3,120	3,120 8	100.00%	8,572 12	23	52.17%
Garland	47,723	64,399	74.11%	1,627	4,691	34.68%	5,687	5,687	100.00%	55,037	74,777	73.60%
Ganand Glenn Heights	1,938	3,325	58.29%	1,627	198	100.00%	90	90	100.00%	2,226	3,613	61.61%
Grand Prairie	14,179	35,835	39.57%	1,248	4,270	29.23%	2,899	2,899	100.00%	18,326	43,004	42.61%
Grapevine	0	0	0.00%	28	28	100.00%	74	74	100.00%	102	102	100.00%
Highland Park	2,446	3,403	71.88%	37	80	46.25%	372	372	100.00%	2,855	3,855	74.06%
Hutchins	276	1,378	20.03%	66	397	16.62%	282	282	100.00%	624	2,057	30.34%
Irving	27,542	43,597	63.17%	2,679	5,529	48.45%	8,070	8,070	100.00%	38,291	57,196	66.95%
Lancaster	8,873	12,720	69.76%	863	1,579	54.65%	821	821	100.00%	10,557	15,120	69.82%
Lewisville	186	300	62.00%	4	10	40.00%	16	16	100.00%	206	326	63.19%
Mesquite	18,570	38,179	48.64%	1,204	2,628	45.81%	3,139	3,139	100.00%	22,913	43,946	52.14%
Ovilla	0	162	0.00%	23	23	100.00%	6	6	100.00%	29	191	15.18%
Richardson	16,419	21,561	76.15%	764	1,601	47.72%	4,519	4,519	100.00%	21,702	27,681	78.40%
Rowlett	13,297	17,540	75.81%	853	1,019	83.71%	963	963	100.00%	15,113	19,522	77.42%
Sachse	4,166	5,300	78.60%	317	317	100.00%	268	268	100.00%	4,751	5,885	80.73%
Seagoville	1,161	4,890	23.74%	71	775	9.16%	450	450	100.00%	1,682	6,115	27.51%
Sunnyvale	382	2,286	16.71%	206	625	32.96%	438	438	100.00%	1,026	3,349	30.64%
University Park	5,482	6,914	79.29%	219	316	69.30%	792	792	100.00%	6,493	8,022	80.94%
Wilmer	263	1,541	17.07%	156	240	65.00%	150	150	100.00%	569	1,931	29.47%
Wylie	93	301	30.90%	14	14	100.00%	12	12	100.00%	119	327	36.39%
Total Cities	364,255	642,574	56.69%	34,464	72,953	47.24%	92,936	92,936	100.00%	491,655	808,463	60.81%
<u>SCHOOLS</u>												
Carrollton/Farmers Branch	16,622	23,332	71.24%	1,316	3,483	37.78%	5,954	5,954	100.00%	23,892	32,769	72.91%
Cedar Hill	10,030	16,878	59.43%	376	1,274	29.51%	1,232	1,232	100.00%	11,638	19,384	60.04%
Coppell	9,740	14,675	66.37%	663	1,462	45.35%	2,249	2,249	100.00%	12,652	18,386	68.81%
Dallas	130,195	268,589	48.47%	20,593	39,851	51.67%	47,600	47,600	100.00%	198,388	356,040	55.72%
Desoto	10,090	18,775	53.74%	523	1,125	46.49%	930	930	100.00%	11,543	20,830	55.42%
Duncanville	10,801	20,531	52.61%	596	2,141	27.84%	1,954	1,954	100.00%	13,351	24,626	54.22%
Ferris	0	115	0.00%		97	53.61%		16	100.00%	68	228	29.82%
Garland	61,465	83,016	74.04%	2,949	6,122	48.17%	6,535	6,535	100.00%		95,673	74.16%
Grand Prairie	13,428	34,444	38.99%	1,275	4,195	30.39%	2,947	2,947	100.00%	17,650	41,586	42.44%
Grapevine-Colleyville	0	0	0.00%	0	18	0.00%	165	165	100.00%	165	183	90.16%
Highland Park	8,220	10,730	76.61%	344	480	71.67%	1,916	1,916	100.00%	10,480	13,126	79.84%
Irving	21,582	36,071	59.83%	2,323	4,960	46.83%	5,771	5,771	100.00%	29,676	46,802	63.41%
Lancaster	8,938	13,072	68.38%	825	1,751	47.12%	812	812	100.00%	10,575	15,635	67.64%
Mesquite	21,521	46,827	45.96%	1,517	3,281	46.24%	3,504	3,504	100.00%	26,542	53,612	49.51%
Richardson	41,740	59,988	69.58%	1,503	3,386	44.39%	9,497	9,497	100.00%	52,740	72,871	72.37%
Sunnyvale	382	2,286	16.71%	206	638	32.29%	438	438	100.00%	1,026	3,362	30.52%
Total Schools	364,754	649,329	56.17%	35,061	74,264	47.21%	91,520	91,520	100.00%	491,335	815,113	60.28%

	RESIDENTIAL			COMMERCIAL			ВРР			TOTAL OF ALL DIVISIONS		
ENTITY		TOTAL			TOTAL			TOTAL			TOTAL	
	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT	ACCOUNTS	NUMBER OF	PERCENT
	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED	REAPPRAISED	ACCOUNTS	REAPPRAISED
<u>CITIES</u>												
Addison	1,387	2,349	59.05%	688	689	99.85%	2,970	2,970	100.00%	5,045	6,008	83.97%
Balch Springs	2,700	6,764	39.92%	626	952	65.76%	736	736	100.00%	4,062	8,452	48.06%
Carrollton	7,532	12,259	61.44%	1,398	1,781	78.50%	3,511	3,511	100.00%	12,441	17,551	70.88%
Cedar Hill	9,279	16,207	57.25%	677	1,205	56.18%	1,225	1,225	100.00%	11,181	18,637	59.99%
Cockrell Hill	930	930	100.00%	0	103	0.00%	166	166	100.00%	1,096	1,199	91.41%
Combine	203	326	62.27%	75	75	100.00%	15	15	100.00%	293	416	70.43%
Coppell	7,491	11,752	63.74%	669	971	68.90%	1,489	1,489	100.00%	9,649	14,212	67.89%
Dallas	148,274	291,459	50.87%	19,112	39,083	48.90%	47,593	47,593	100.00%	214,979	378,135	56.85%
Desoto	8,705	16,631	52.34%	589	1,284	45.87%	1,282	1,282	100.00%	10,576	19,197	55.09%
Duncanville	7,609 5,684	11,962 8,081	63.61% 70.34%	804 592	1,114 1,235	72.17% 47.94%	1,391 3,033	1,391 3,033	100.00% 100.00%	9,804 9,309	14,467 12,349	67.77% 75.38%
Farmers Branch Ferris	5,004	0,001	0.00%	15	1,235	100.00%	3,033	<u>3,033</u>	100.00%	9,309	12,349	100.00%
Garland	30,254	64,402	46.98%	2,651	4,688	56.55%	5,664	5,664	100.00%	38,569	74,754	51.59%
Glenn Heights	1,759	3,160	55.66%	2,631	198	0.00%	80	3,004	100.00%	1,839	3,438	53.49%
Grand Prairie	13,932	35,825	38.89%	942	4,272	22.05%	2,780	2,780	100.00%	17,654	42,877	41.17%
Grapevine	0	0	0.00%	28	28	100.00%	81	81	100.00%	109	109	100.00%
Highland Park	2,639	3,400	77.62%	72	80	90.00%	343	343	100.00%	3,054	3,823	79.88%
Hutchins	28	1,332	2.10%	68	392	17.35%	276	276	100.00%	372	2,000	18.60%
Irving	21,903	43,498	50.35%	2,230	5,541	40.25%	8,022	8,022	100.00%	32,155	57,061	56.35%
Lancaster	5,522	12,729	43.38%	563	1,568	35.91%	808	808	100.00%	6,893	15,105	45.63%
Lewisville	85	299	28.43%	10	10	100.00%	15	15	100.00%	110	324	33.95%
Mesquite	17,422	38,182	45.63%	756	2,618	28.88%	3,119	3,119	100.00%	21,297	43,919	48.49%
Ovilla	79	162	48.77%	0	23	0.00%	5	5	100.00%	84	190	44.21%
Richardson	12,535	21,496	58.31%	1,074	1,617	66.42%	4,474	4,474	100.00%	18,083	27,587	65.55%
Rowlett	6,652	17,367	38.30%	477	1,025	46.54%	940	940	100.00%	8,069	19,332	41.74%
Sachse	2,464	5,277	46.69%	47	315	14.92%	265	265	100.00%	2,776	5,857	47.40%
Seagoville	2,365	4,901	48.26%	789	790	99.87%	440	440	100.00%	3,594	6,131	58.62%
Sunnyvale	1,459	2,209	66.05%	239	623	38.36%	426	426	100.00%	2,124	3,258	65.19%
University Park	6,386	6,927	92.19%	216	318	67.92%	774	774	100.00%	7,376	8,019	91.98%
Wilmer	752	1,495	50.30%	233	234	99.57%	141	141	100.00%	1,126	1,870	60.21%
Wylie	181	197	91.88%	1	16	6.25%	12	12	100.00%	194	225	86.22%
Total Cities	326,211	641,578	50.85%	35,641	72,863	48.92%	92,082	92,082	100.00%	453,934	806,523	56.28%
<u>SCHOOLS</u>												
Carrollton/Farmers Branch	15,680	23,255	67.43%	2,174	3,493	62.24%	5,834	5,834	100.00%	23,688	32,582	72.70%
Cedar Hill	9,799	16,872	58.08%	679	1,276	53.21%	1,201	1,201	100.00%	11,679	19,349	60.36%
Coppell	9,831	14,252	68.98%	867	1,358	63.84%	2,250	2,250	100.00%	12,948	17,860	72.50%
Dallas	131,446	268,742	48.91%	20,426	39,811	51.31%	47,370	47,370	100.00%	199,242	355,923	55.98%
Desoto	8,872	18,577	47.76%	362	1,122	32.26%	932	932	100.00%	10,166	20,631	49.28%
Duncanville	13,439	20,527	65.47%	980	2,208	44.38%	1,913	1,913	100.00%	16,332	24,648	66.26%
Ferris	114	114	100.00%	96	97	98.97%	15	15	100.00%	225	226	99.56%
Garland	37,452	82,717	45.28%	3,072	6,124	50.16%	6,474	6,474	100.00%	46,998	95,315	49.31%
Grand Prairie	13,199	34,431	38.33%	852	4,196	20.31%	2,831	2,831	100.00%	16,882	41,458	40.72%
Grapevine-Colleyville	0	0	0.00%	2	18	11.11%		144	100.00%		162	90.12%
Highland Park	8,961	10,740	83.44%	339	482	70.33%	1,884	1,884	100.00%		13,106	85.33%
Irving	15,350	36,109	42.51%	2,450	4,972	49.28%	5,704	5,704	100.00%		46,785	50.24%
Lancaster	6,032	13,079	46.12%	709	1,740	40.75%	802	802	100.00%	7,543	15,621	48.29%
Mesquite	19,852	46,788	42.43%	1,091	3,258	33.49%	3,456	3,456	100.00%		53,502	45.60%
Richardson	35,650	56,878	62.68%	2,296	3,394	67.65%	9,426	9,426	100.00%	· · · · · · · · · · · · · · · · · · ·	69,698	67.97%
Sunnyvale	1,459	2,209	66.05%	251	636	39.47%	426	426	100.00%	2,136	3,271	65.30%
Total Schools	327,136	645,290	50.70%	36,646	74,185	49.40%	90,662	90,662	100.00%	454,444	810,137	56.09%

#### Memorandum



DATE March 18, 2016

Members of the Budget, Finance & Audit Committee: Councilmembers Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, and Lee M. Kleinman

SUBJECT Guest Litigator Program Code Amendment

On Monday, March 21, 2016, you will be briefed on a proposed amendment to Section 2-20.1 of the Dallas City Code to add a Guest Litigator Program to the Guest Prosecutor Program. A copy of the briefing is attached.

Please let me know if you have any questions.

Christopher D. Bowers

Chia Bowers

First Assistant City Attorney

#### Attachment

c: Honorable Mayor and Members of the City Council A.C. Gonzalez, City Manager Warren Ernst, City Attorney Craig D. Kinton, City Auditor Rosa A. Rios, City Secretary Daniel F. Solis, Administrative Judge Ryan S. Evans, First Assistant City Manager Maureen Milligan, Executive Assistant City Attorney Gloria Carter, Director, Court and Detention Services Jill A. Jordan, P.E., Assistant City Manager Joey Zapata, Assistant City Manager Mark McDaniel, Assistant City Manager Eric D. Campbell, Assistant City Manager Sana Syed, Public Information Officer Elsa Cantu, Assistant to the City Manager Mai Brock, Chief Prosecutor Eileen Youens, Assistant City Attorney Jeanne Chipperfield, Chief Financial Officer

## Guest Litigator Program Code Amendment

Budget, Finance & Audit Committee March 21, 2016

Christopher D. Bowers First Assistant City Attorney

and

Maureen Milligan
Executive Assistant City Attorney/Chief of Community Courts and Community Prosecution



#### Overview

The City Attorney's Office seeks to amend Section 2-20.1 of the Dallas City Code to add a Guest Assistant City Attorney Program to the Guest Prosecutor Program.

### **Municipal Prosecutor Program**

The purposes of the Guest Prosecutor Program are to:

- to allow attorneys in private law firms to obtain valuable trial experience at the municipal court level on a temporary and voluntary basis, and
- to provide a public service that benefits the City and its citizens.

#### **Municipal Prosecutor Program**

The Guest Prosecutor Program has been a success since commencing in 2000.

Several law firms have partnered with the City's prosecution office, allowing their junior attorneys to try dozens of criminal cases before judges and juries.

### **Municipal Prosecutor Program**

- Those volunteer attorneys gained priceless experience from trying their first cases and arguing in their first hearings.
- The City benefited from having an additional attorney work the docket because it reduced the time citizens spent in court.

Due to the success of the Guest Prosecutor Program, the CAO wants to expand the program to allow guest litigators to present civil cases in district and municipal courts and appear before City boards and commissions.

The proposed purposes of the Guest Assistant City Attorney Program are:

- to allow new attorneys in private law firms to obtain valuable civil and criminal trial and hearing experience at the municipal level on a temporary and voluntary basis,
- to allow skilled attorneys in private law firms to assist in handling cases in district court on a temporary and voluntary basis, and
- to provide a public service that benefits the City and its citizens.

The program's name will change to Guest Assistant City Attorney Program to describe both the guest prosecutors and the guest litigators that will be serving.

The amendment would allow the guest attorneys to appear and argue before the City's:

- Hearing Officer's CourtBoard of Adjustment
- Landmark Commission
- City Plan Commission
- Municipal Court's civil dockets, including:
  - Urban Rehabilitation (demolition) docket
  - Chapter 214 (dangerous structure) docket
  - Animal dockèt

The amendment would also allow the guest attorneys to work in district court on code compliance lawsuits.

- Community prosecutors have used the new Chapter 214 docket to seek repairs of dangerous structures.
- The community prosecutors' heavy work loads have limited the use of this docket.
- Guest litigators could help community prosecutors file many more cases on this docket.

The guest assistant city attorney will:

- be supervised by attorneys in the City Attorney's Office
- be deemed an assistant city attorney for purposes of state law and city ordinances only while working on City matters
- not be performing legal work for the City except as described above
- o not be paid

The guest assistant city attorney must:

- be approved by the city attorney
- pass a background check
- pass a conflict of interests check
- not owe the City any delinquent taxes, fees, charges, or penalties
- comply with the City's code of ethics

The attorney's firm cannot represent any person in a lawsuit, claim, or any other proceeding against the City while in the program.

## QUESTIONS?

#### Memorandum



DATE March 18, 2016

Honorable Members of the Budget Finance and Audit Committee: Jennifer S. Gates (Chair), Phillip T. Kingston (Vice-Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

Sustainable Development and Construction: Enterprise Fund Overview

Comer for

On March 21, 2016 the Budget, Finance and Audit Committee will be briefed on an overview of the Sustainable Development and Construction enterprise fund. The briefing is attached for your review.

Ryan S. Evans

First Assistant City Manager

#### Attachment

c: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Warren M.S. Ernst, City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Managing Director, Public Information Office
Elsa Cantu, Assistant to the City Manager – Mayor & Council

## Sustainable Development and Construction Enterprise Fund Overview

Budget, Finance and Audit Committee March 21, 2016





#### Purpose

To provide an overview of the Sustainable Development and Construction Department's Enterprise Fund

# Sustainable Development and Construction Organizational Chart

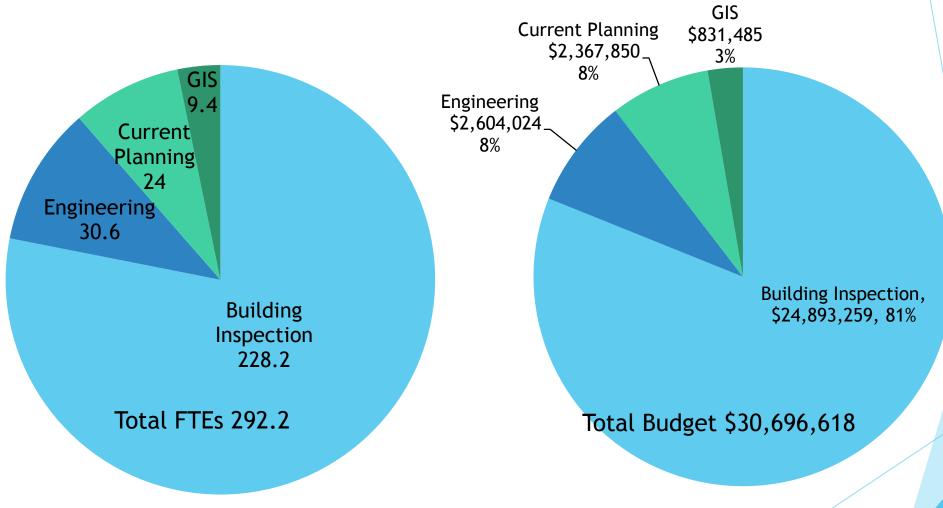
**David Cossum** Director II **Real Estate Current Planning Building Inspection GIS / Technology** Lloyd Denman **Ashley Eubanks** Neva Dean\* Philip Sikes\* Assistant Director II Assistant Director II Assistant Director II **Building Official Abandonments** Acquisitions **Authorized Hearings Historic Preservation** Licenses & Leases

> Enterprise Fund General Fund \*Interim

# What is the Sustainable Development and Construction Enterprise Fund?

- The Sustainable Development and Construction (DEV) Enterprise fund is used to pay for functions in the following divisions:
  - Building Inspection
  - Current Planning (Zoning, Board of Adjustment and Subdivision)
  - Engineering
  - GIS and Technology
- It is a fund that is entirely supported by the fees that are collected for the services it provides.
- The Enterprise Fund for FY 15-16 consists of 292.2 FTEs with an annual budget of \$30,696,618.

#### Sustainable Development and Construction Enterprise Fund



#### Overview - Building Inspection

- Building Inspection keeps the public safe by ensuring compliance with construction standards and providing guidance to applicants.
- Services provided include:
  - Issuing building permits and Certificates of Occupancy
  - Reviewing and approving site and construction plans for compliance with zoning and building codes
  - Expedited plan review services (Q-team)
  - Researching information about development activity, past uses on property, allowed uses, etc.
  - Performing construction inspections
  - Archiving and maintaining construction records
  - Responding to records and archive requests



#### Overview - Building Inspection

- Processed a total of 43,251 permits in FY 14/15
- Of 43,251 permits
  - ▶ 80% issued within 3 days
  - > 93% issued within 28 days
- Total valuation of permits processed in 2015 was 4.3 billion dollars
- 217,672 field inspections conducted (870 per day)
  - ▶ 97.6% of field inspections completed on schedule
- ▶ 46,791 customer visits to Oak Cliff Municipal Center
- ▶ 69,856 calls to OCMC Call Center

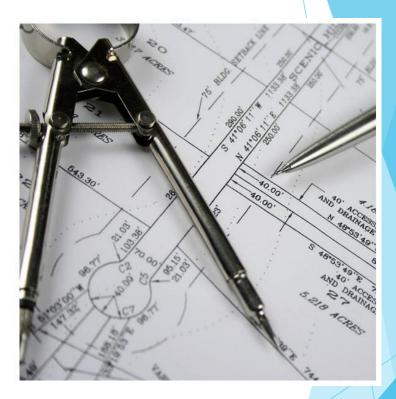


#### Overview - Engineering

- The Engineering division promotes quality development and limits future expenditures on maintenance of public facilities by reviewing all plats and engineering plans associated with private development to ensure that privately funded, public infrastructure improvements are designed and built to City standards.
  - Water line improvements and extensions
  - Waste water line improvements and extensions
  - Storm water improvements and extensions
  - Street and sidewalk improvements
- The Engineering division reviews building permits for paving, grading and floodplain concerns.
- The Engineering division reviews zoning, subdivision and Board of Adjustment cases for traffic safety concerns, reviews survey field notes associated with plats, and consults with developers.

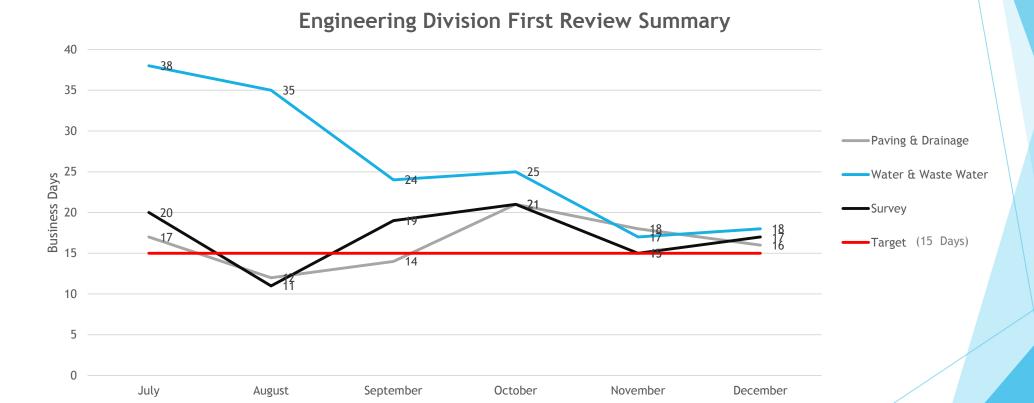
### Overview - Engineering

- Processed a total of 455 private development projects involving 1404 reviews in FY 14/15
  - Water and waste water first reviews were completed in an average time of 39 days
  - Paving and drainage first reviews were completed in an average time of 14 days
- 1,656 field inspections conducted
  - ▶ 100 percent of first field inspections within 1 day
- Survey section reviewed 255 sets of field notes



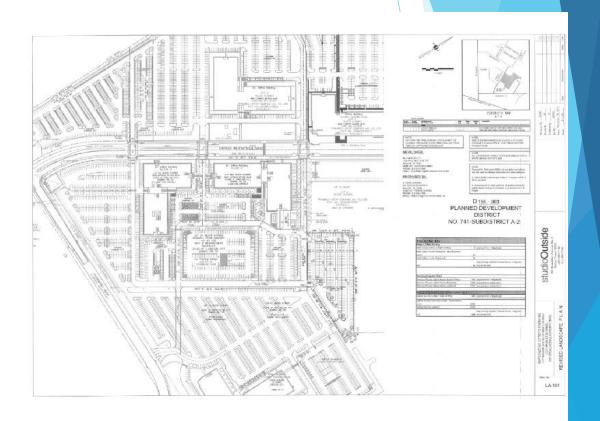
### Overview - Engineering

Review times for July 2015 to December 2015



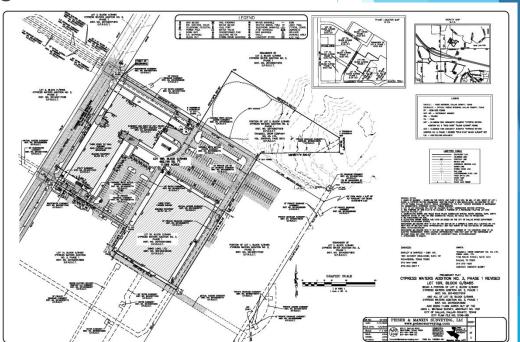
#### Overview - Current Planning

- The Current Planning division facilitates development and protects and enhances the quality of life within the city by:
  - Reviewing and processing zoning requests, SUPs, variances, special exceptions, street name changes, plats, development code amendments and other miscellaneous land use applications.
  - Providing staff support for the City Plan Commission (CPC), Board of Adjustment (BDA), Zoning Ordinance Advisory Committee (ZOC), and other affiliated subcommittees and task forces.



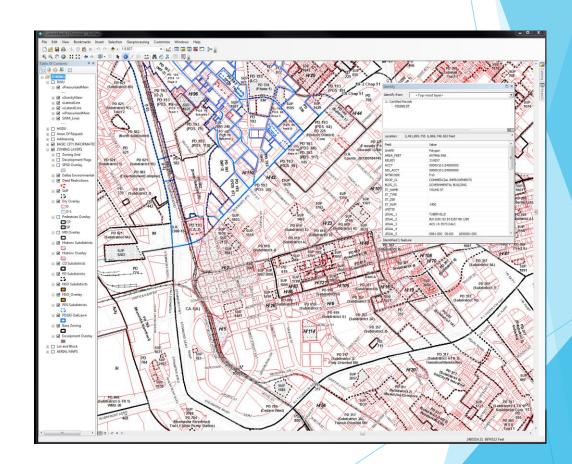
#### Overview - Current Planning

- ▶ 265 Zoning case applications in FY 14/15
- ▶ 39 Development and landscape plans
- ► 66 Minor plan amendments
- ▶ 213 Preliminary plat applications
- ▶ 133 Final plat applications

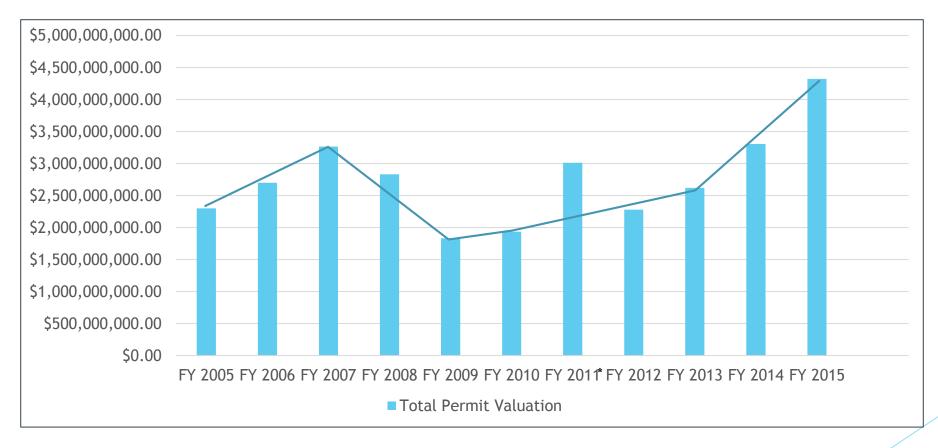


#### Overview - GIS / Technology

- The GIS / Technology division facilitates growth and development in Dallas by providing the necessary resources for technology to:
  - Maintain the official zoning maps
  - Provide all legally required notification.
  - Provide GIS, graphic and technology support to the department and its customers.
  - Make development information accessible to the development community and general public through the use of appropriate technology



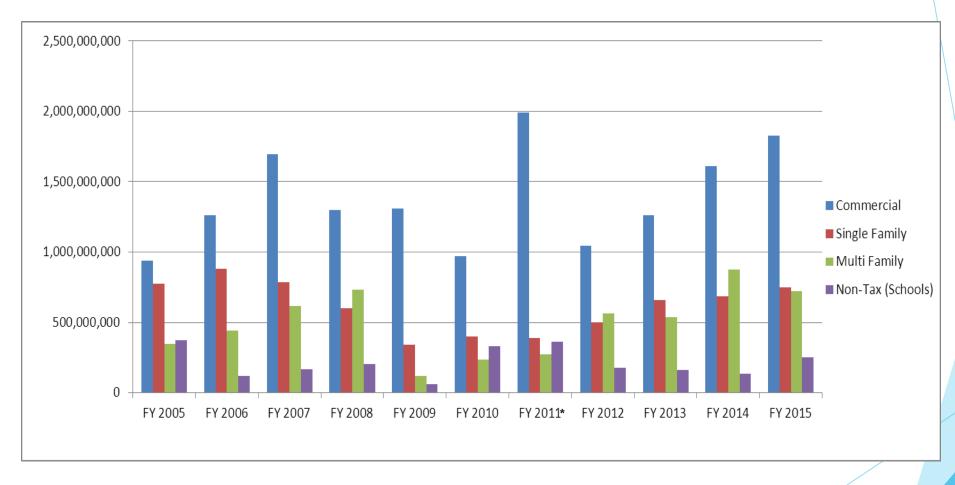
#### Enterprise Fund Permit Valuation Totals



<sup>\* 2011</sup> spike attributable to Parkland, UT Southwestern and Love Field Projects

#### Construction Permit Valuation

By Category of Project



<sup>\* 2011</sup> spike attributable to Parkland, UT Southwestern and Love Field Projects

#### Challenges

#### Changes in Economy

As an Enterprise Fund, development related services must react quickly to economic downturns. As an example, between 2008 and 2009 there was a 35 percent drop in permit valuations. Building Inspection staff had to be cut from 235 FTEs to 140 FTEs, a reduction of 40 percent, as a result of downturn in total permit valuations.

#### Staffing

- Priorities of job seekers
- Competition with other municipalities and private sector
- Process
- Introducing new technology
- Documenting processes and training

#### Response to Challenges

- Changes in Economy
  - Assigned revenue for multi year projects across the period of the project
- Staffing
  - Assigned staff to assist managers with paperwork and hiring process
  - Working cooperatively with DWU and Public Works on engineering resources
  - Seeking a professional services contract for engineering and survey services to enhance ability to adjust to peek demand periods and staffing shortages

#### Response to Challenges

#### Technology

- Developing strategy to anticipate and manage issues with legacy systems and integrate with new technologies
- Working with City Auditor to identify and address potential issues with appropriate permissions and access to technology processes
- Developed strategies and budget to implement needed technology improvements

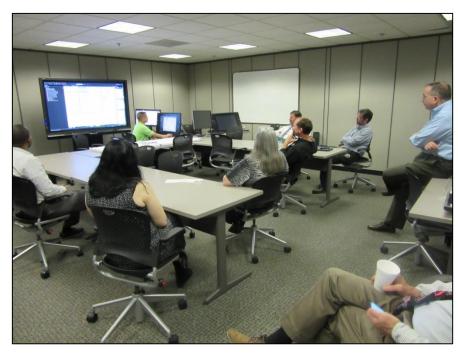
#### Documenting processes

- Working with City Auditor to identify issues with current documentation and processes
- Established a team to update polices and procedures
- Implementing additional training and certification opportunities

## Accomplishments

## Recent Accomplishments

- The Electronic Plan Review System (EPRS) launched in the Q-team allows applicants to submit their plans electronically and allows the City to review and issue a permit based on electronic plans.
- The EPRS eliminates the need for paper plans and allows for faster, simultaneous plan reviews which results in the applicants being able to receive permits via the internet instead of waiting in the Permit Center.



Electronic Plan Review System demonstration for City of Frisco officials.

## Recent Accomplishments

- In June 2015, the electronic document management system OnBase© was launched.
- OnBase is a robust document management system that will allow all Sustainable Development and Construction employees to access all scanned documents.
- An RFP is currently out to hire a company to digitize all of the department's paper files.



## Recent Accomplishments

Building Inspection opened a new Southwest District Office June 2015 to enhance customer service.



- Special Coordinator team
  - Coordinator III (Commercial Development/Platting)
    - ► This position will serve as the primary project coordinator for targeted commercial development projects navigating the development review process.
    - ▶ This individual will address specific questions concerning a project(s) and/or facilitate meetings with appropriate experts in an effort to resolve issues and expedite the development review process.
  - Coordinator III (Single Family Home)
    - This position will serve as the primary project coordinator for single family residential development citywide.
    - The incumbent will monitor single family residential development in targeted areas of the city from "cradle to grave" and will serve as a single point of reference that remains constant for homebuilders throughout the development process.
  - Coordinator III (Grow South/Small Business)
    - ► This position will serve as the primary project coordinator for all small business and Grow South development projects.
    - The will serve as a single point of reference that remains constant for customers throughout the development process. Additionally this position will map out a process for 24 customers to follow to resolve issues.

- Budgeted 23 new positions in FY 15/16 including positions for a Process Improvement Team and Home Owner / DIY Team.
- The Home Owners Team / DIY team is dedicated to providing permitting and plan review services to homeowners and small business "do it your selfers" (DIYs).
  - Consult with homeowners and DIYs
  - Review plans for compliance with construction codes
  - Coordinate with other departments/plan reviewers as needed
  - Develop and update handouts/examples/etc. to assist homeowners and DIYs in their projects
  - ► The "HOT" team consist of two Sr. Plans Examiners and one Sr. Office Assistant

- In September 2014, a work group was formed consisting of private stakeholders and City staff, to recommend enhancements to the City's development review process.
- In May of 2015, staff initiated a multi year program to implement recommendations from the Development Review Enhancement Strategies Workgroup Report.
- The City Manager's Office formed the Process Improvement Team with the responsibility of implementing the work group's recommendations.

- ► The Process Improvement Team is assisting the entire department with:
  - Filling key vacancies
  - Leveraging technology to improve efficiency of operations
  - Standardizing and streamlining workflows
  - ▶ Eliminating silos and enhancing collaboration across departments
  - Creating meaningful measures and metrics to enhance operations
  - Improving dialog with customers
  - Increasing internal and external training opportunities
  - Reviewing and improving land development process for single family subdivisions

- Implemented a short-term professional services contract for field note review, to reduce survey and plat review times
- Implemented survey, engineering and third party inspection review training classes to assist customers with plan submissions and scheduling inspections
- Hired multiple critical positions throughout Sustainable Development and Construction
  - Building Inspections seven senior plans examiners and four inspectors
  - Engineering Section four senior engineers
  - ▶ Real Estate Division three real estate specialists

## New Initiatives

# New Initiatives Training and Documenting Processes

- A dedicated team has been created to:
  - Update and create new documentation on processes and procedures
  - Develop training materials and programs for on-boarding and promoting employees
  - Develop and implement system for managing and publishing code interpretations

# New Initiatives Enhancements to existing services

- An engineer will be dedicated to the Q-Team and will review all engineering plans submitted for express plan review.
- Use of electronic plan review will be enhanced. Currently it is available for Q-Team express reviews. Expanding this technology will enable staff to move away from a linear review where physical plans are passed from one reviewer to the next. This will allow simultaneous reviews of digital plans by all applicable trades.

# New Initiatives Expanded Facility for Development Related Services

- An expanded facility is required to enhance customer service and accommodate needed resources
  - Developing a plan for an expanded facility to house Building Inspection and Engineering for Private Development and other related services
  - Budgeting 20 million from Sustainable Development and Construction Enterprise Fund
  - Relieve pressure on Oak Cliff Municipal Center
  - Address inadequate parking at current facility
  - ► Enhance customer convenience and service

## Questions?

## **Contacts**

- Director
  - David Cossum; (214)671-9293
- Building Inspection, Interim Building Official
  - Phil Sikes; (214)948-4325
- Engineering Private Development, Assistant Director
  - Lloyd Denman; (214)948-4354
- Current Planning, Interim Assistant Director
  - Neva Dean; (214)670-5803
- Real Estate; Assistant Director
  - Ashley Eubanks; (214)948-4112
- Process Improvement Team, Manager
  - Tommy Ludwig (214)948-4058

#### Memorandum



DATE

March 18, 2016

CITY OF DALLAS

The Honorable Mayor and Members of the City Council

SUBJECT Financial Forecast Report

The FY 2015-16 Financial Forecast Report based on information through January 2016 is attached and provided for your information.

For FY 2015-16, General Fund revenues are projected to be \$2,532,000 above budget and expenditures are projected to be \$483,000 below budget. This results in forecast revenues being in excess of forecast expenditures by \$3,016,000. Details related to budget variances may be found at the end of the Financial Forecast Report.

We will continue to closely monitor revenues and expenditures and keep you informed.

A.C. Gonzalez Oity Manager

Attachment

c:

Ryan S. Evans, First Assistant City Manager Jill A. Jordan, P.E., Assistant City Manager Joey Zapata, Assistant City Manager Eric D. Campbell, Assistant City Manager Mark McDaniel, Assistant City Manager Jeanne Chipperfield, Chief Financial Officer Jack Ireland, Director, Office of Financial Services



## FY 2015-16 Financial Forecast Report

Information as of January 31, 2016



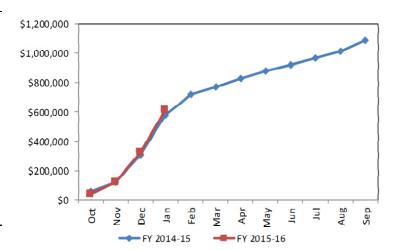
## GENERAL FUND

As of January 31, 2016 (000s)

<u>ITEM</u>	BUDGET	YEAR TO DATE	YEAR-END FORECAST	BUDGET VS FORECAST VARIANCE
Revenues	\$1,144,800	\$612,197	\$1,147,332	\$2,532
Expenditures	1,144,800	375,581	1,144,317	(483)
Net Excess of Revenues Over Expenditures/Transfers	\$0	\$236,616	\$3,016	\$3,016

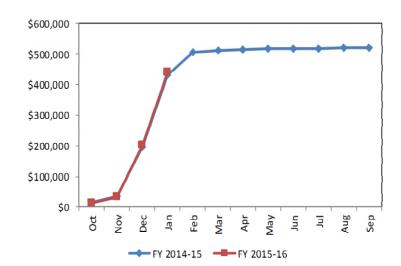
## GENERAL FUND REVENUES

<u>All SOURCES</u>					
	FY 2014-15	FY 2015-16	Variance		
Oct	\$60,959	<b>\$41,660</b>	(\$19,299)		
Nov	58,982	77,665	18,682		
Dec	187,753	203,876	16,123		
Jan	271,536	288,996	17,460		
Feb	138,254				
Mar	52,292				
Apr	59,984				
May	48,230				
Jun	43,757				
Jul	46,560				
Aug	45,056				
Sep_	74,964				
Total	\$1,088,327	\$612,197	\$32,966		



#### PROPERTY TAX

	FY 2014-15	FY 2015-16	Variance
Oct	\$16,175	\$11,487	(\$4,688)
Nov	18,472	20,589	2,117
Dec	160,305	169,848	9,543
Jan	235,891	237,272	1,382
Feb	74,439		
Mar	6,533		
Apr	3,115		
May	1,536		
Jun	1,750		
Jul	821		
Aug	948		
Sep_	673		



#### SALES TAX

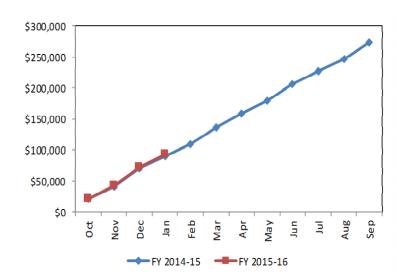
\$439,196

\$8,354

\$520,658

Total

	FY 2014-15	FY 2015-16	Variance
Oct	\$21,933	\$21,769	(\$164)
Nov	19,220	20,524	1,303
Dec	29,690	30,137	447
jan	20,009	21,258	1,250
Feb	18,928		
Mar	26,847		
Apr	22,124		
May	20,755		
Jun	26,477		
Jul	20,798		
Aug	20,332		
Sep_	26,386		
Total	\$273,499	\$93,688	\$2.836



## GENERAL FUND REVENUES

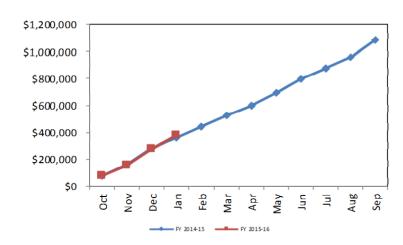
As of January 31, 2016 (000s)

	(000s)			BUDGET VS
		REVENUES	YEAR-END	FORECAST
	BUDGET	YEAR TO DATE	FORECAST	VARIANCE
TAXES				
Ad Valorem Tax	\$559,636	\$439,196	\$559,239	(\$397)
Sales Tax <sup>1</sup>	281,272	93,688	282,828	1,556
TOTAL TAXES	840,908	532,885	842,066	1,159
FRANCHISE REVENUES				
Oncor Electric <sup>2</sup>	50,612	27,798	51,762	1,150
AT&T	10,950	0	10,950	0
Atmos Energy	12,242	0	12,242	0
Time Warner Cable	6,102	0	6,102	0
Other	27,291	1,387	27,291	0
TOTAL FRANCHISE REVENUES	107,198	29,184	108,348	1,150
LICENSES AND PERMITS	6,067	2,881	6,100	33
INTEREST EARNED	962	0	962	0
INTERGOVERNMENTAL	7,432	365	7,460	29
FINES AND FORFEITURES				
Municipal Court <sup>3</sup>	14,771	5,131	15,400	629
Vehicle Towing & Storage	7,146	2,532	7,146	0
Parking Fines	3,591	436	3,592	0
Red Light Camera Fines	7,460	0	7,460	0
Public Library <sup>4</sup>	494	84	445	(49)
TOTAL FINES	33,462	8,183	<b>34,042</b>	580
CHARGES FOR SERVICE				
Parks	10,283	2,256	10,283	0
Emergency Ambulance	31,569	5,018	31,569	0
Security Alarm	4,450	1,411	4,400	(50)
Street Lighting	648	138	648	0
Vital Statistics	1,484	441	1,484	0
Other <sup>5</sup>	23,147	11,347	22,779	(368)
TOTAL CHARGES	71,581	20,610	71,162	(418)
INTERFUND REVENUE	67,123	14,375	67,123	0
MISCELLANEOUS	10,068	3,714	10,068	1
TOTAL REVENUES	<b>\$1,144,800</b>	\$612,197	\$1,147,332	\$2,532

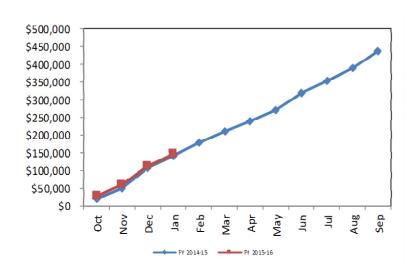
## GENERAL FUND EXPENDITURES

#### **ALL EXPENSES**

	FY 2014-15	FY 2015-16	Variance
Oct	\$77,525	\$75,601	(\$1,924)
Nov	79,013	78,065	(948)
Dec	123,491	124,594	1,103
Jan	76,655	97,321	20,666
Feb	86,673		
Mar	82,668		
Apr	69,958		
May	96,984		
Jun	102,442		
Jul	78,895		
Aug	85,592		
Sep_	124,316		



Total	\$1,084,212	\$375,581	\$18,896
	P	<u>OLICE</u>	
	FY 2014-15	FY 2015-16	Variance
Oct	\$19,262	\$28,488	\$9,226
Nov	31,339	31,370	31
Dec	57,789	52,490	(5,299)
Jan	32,898	35,550	2,652
Feb	36,863		
Mar	32,472		
Apr	27,900		
May	33,265		
Jun	47,086		
Jul	34,846		
Aug	35,661		
Sep_	46,774		



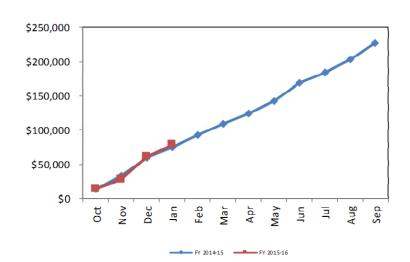
	• •	• •	
		FIRE	
	FY 2014-15	FY 2015-16	Variance
Oct	\$13,502	\$13,994	\$492
Nov	19,557	14,184	(5,373)
Dec	26,055	32,389	6,334
jan	16,078	17,547	1,469
Feb	17,117		
Mar	17,032		
Apr	15,063		
May	17,344		
Jun	26,753		
Jul	16,442		
Aug	18,322		
Sep_	24,269		
Total	\$227,535	\$78.114	\$2,922

\$147,898

\$6,610

\$436,155

**Total** 



## GENERAL FUND EXPENDITURES

As of January 31, 2016 (000s)

(000s) BUD					
DEPARTMENT	BUDGET	EXPENDITURES YEAR TO DATE	YEAR-END FORECAST	FORECAST VARIANCE	
Building Services	\$23,831	\$8,646	\$23,831	\$0	
Business Dev/Procurement Svcs	2,884	991	2,884	0	
City Attorney's Office	15,886	4,670	15,841	(45)	
City Auditor's Office <sup>6</sup>	3,004	841	3,050	46	
City Controller's Office <sup>7</sup>	4,541	1,473	4,415	(126)	
City Manager's Office	1,972	664	1,972	o	
City Secretary's Office <sup>8</sup>	2,005	520	2,032	27	
Civil Service <sup>9</sup>	2,599	688	2,635	36	
Code Compliance	38,569	10,918	38,569	0	
Court Services	11,563	3,287	11,511	(52)	
Elections <sup>10</sup>	97	27	109	12	
Fire	239,567	78,114	239,468	(100)	
Housing <sup>11</sup>	11,936	7,139	12,167	231	
Human Resources	4,788	1,466	4,778	(11)	
Independent Audit	786	-	786	0	
Jail Contract - Lew Sterret	7,557	7,557	7,557	0	
Judiciary <sup>12</sup>	3,231	986	3,050	(180)	
Library	30,509	9,310	30,509	0	
Management Services	8,544	4,382	8,427	(117)	
Mayor and Council <sup>13</sup>	4,243	1,287	4,395	152	
Non-Departmental <sup>14</sup>	57,926	5,349	58,031	105	
Office of Cultural Affairs	17,671	8,467	17,663	(8)	
Office of Economic Development	1,818	1,171	1,818	0	
Office of Financial Services	2,957	783	2,957	0	
Park and Recreation <sup>15</sup>	85,646	32,217	85,683	37	
Planning & Urban Design <sup>16</sup>	4,232	721	3,941	(291)	
Police	451,882	147,898	451,882	0	
Public Works	5,911	3,559	5,861	(50)	
Street Lighting	17,525	4,500	17,525	0	
Street Services	71,531	24,924	71,522	(9)	
Sustainable Dev/Construction <sup>17</sup>	1,438	747	1,297	(141)	
Trinity Watershed Management	1,526	285	1,526	0	
RESERVES AND TRANSFERS					
Contingency Reserve	2,628	0	2,628	0	
Liability/Claim Fund	1,994	1,994	1,994	0	
Salary & Benefit Reserve	2,000		2,000	0	
TOTAL EXPENDITURES	\$1,144,800	\$375,581	\$1,144,317	(\$483)	

As of January 31, 2016 (000s)

	<b>BUDGET VS</b>			
DEPARTMENT	BUDGET YEAR TO DATE		YEAR-END FORECAST	FORECAST VARIANCE
AVIATION				
BEGINNING FUND BALANCE	\$16,775	\$ -	\$16,775	\$ -
REVENUES:				
Parking	27,443	8,046	27,443	0
<b>Terminal Concessions</b>	22,423	7,462	22,423	0
Landing Fees	17,784	4,631	17,784	0
Rental on Airport - Terminal	13,831	4,270	13,831	0
Rental on Airport - Field	9,067	2,334	8,950	(117)
Fuel Flow Fees	1,225	338	1,225	0
All Other	2,102	472	3,756	1,654
TOTAL REVENUES <sup>18</sup>	93,876	27,553	95,413	1,537
TOTAL EXPENDITURES <sup>18</sup>	93,876	28,879	95,314	1,438
ENDING FUND BALANCE	\$16,775	\$ -	\$16,874	\$98

#### **CONVENTION AND EVENT SERVICES**

BEGINNING FUND BALANCE	\$20,607	\$ -	\$20,607	\$ -
REVENUES:				
Hotel Occupancy Tax	54,002	14,283	53,149	(853)
Alcoholic Beverage Tax	10,461	2,969	11,683	1,222
Contract Services	9,119	3,219	9,119	0
All Remaining Revenues	10,414	4,329	13,032	2,618
TOTAL REVENUES <sup>19</sup>	83,996	24,800	86,983	2,987
TOTAL EXPENDITURES	82,939	20,723	83,150	212
ENDING FUND BALANCE	\$21,664	\$	\$24,439	\$2,775

As of January 31, 2016

	(000s)		YEAR-END	BUDGET VS FORECAST	
DEPARTMENT	BUDGET	YEAR TO DATE	FORECAST	VARIANCE	
SUSTAINABLE DEVELOPMEN	IT AND CONSTR	UCTION			
BEGINNING FUND BALANCE	\$33,842	\$ -	\$33,842	\$ -	
REVENUES:					
<b>Building Permits</b>	18,770	6,615	19,104	334	
Certificate of Occupancy	1,412	395	1,412	0	
Plan Review	3,736	1,502	3,749	13	
Registration/License	1,028	408	1,028	(0)	
Special Plats	887	392	887	0	
Private Development	1,010	472	1,010	(0)	
Zoning	1,184	231	1,184	0	
Interest Earnings	117	0	117	0	
All Remaining Revenues	1,478	594	1,478	0	
TOTAL REVENUES	29,622	10,609	29,969	347	
TOTAL EXPENDITURES <sup>20</sup>	30,697	7,378	29,704	(992)	
ENDING FUND BALANCE	\$32,767	\$ -	\$34,106	\$1,339	
MUNICIPAL RADIO					
BEGINNING FUND BALANCE	\$1,183	\$ -	\$1,183	\$ -	
REVENUES:					
Local and National Sales	2,058	679	1,974	(84)	
All Remaining Revenues	12	0,0	11		
TOTAL REVENUES <sup>21</sup>				(1)	
IOIAL KEAEMOE2	2,070	680	1,985	(85)	
TOTAL EXPENDITURES <sup>21</sup>	2,055	787	1,954	(101)	
ENDING FUND BALANCE	\$1,198	\$ -	\$1,214	\$16	

As of January 31, 2016 (000s)

	((	000s)		BUDGET VS	
DEPARTMENT	BUDGET	YEAR TO DATE	YEAR-END FORECAST	FORECAST VARIANCE	
WATER UTILITIES					
BEGINNING FUND BALANCE	\$86,191	\$ -	\$86,191	\$ -	
REVENUES:					
Treated Water - Retail	286,483	90,607	288,184	1,701	
Treated Water - Wholesale	80,082	24,995	78,282	(1,799)	
Wastewater - Retail	232,649	71,538	227,216	(5,433)	
Wastewater - Wholesale	9,874	3,313	9,908	33	
All Remaining Revenues	36,040	7,837	29,894	(6,146)	
TOTAL REVENUES <sup>22</sup>	645,128	198,290	633,484	(11,644)	
TOTAL EXPENDITURES <sup>22</sup>	645,128	168,822	633,484	(11,644)	
ENDING FUND BALANCE	\$86,191	\$ -	\$86,191	\$0	
	400,200		. ,		
COMMUNICATION & INFORM	IATION SERVICE	es s			
COMMUNICATION & INFORM BEGINNING FUND BALANCE			\$10,910	<b>\$</b> -	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES:	IATION SERVICE \$10,910	SS -	\$10,910	\$ -	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges	IATION SERVICE \$10,910 52,799	\$\\$\$ - 16,622	\$10,910 52,799	\$ -	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased	\$10,910 \$2,799 8,532	16,622 1,244	\$10,910 52,799 8,532	\$ - 0 0	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits	\$10,910 \$10,910 52,799 8,532 1,367	16,622 1,244 0	\$10,910 52,799 8,532 1,367	\$ 0 0 0	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits Desktop Services	\$10,910 \$10,910 52,799 8,532 1,367 269	16,622 1,244 0 46	\$10,910 52,799 8,532 1,367 58	\$ - 0 0 0 (211)	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits Desktop Services Interest	\$10,910 \$10,910 52,799 8,532 1,367 269 137	16,622 1,244 0 46 0	\$10,910 52,799 8,532 1,367 58 137	\$ - 0 0 0 0 (211) 0	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits Desktop Services Interest Equipment Rental	\$10,910 \$10,910 52,799 8,532 1,367 269 137 4,546	16,622 1,244 0 46 0 1,515	\$10,910 52,799 8,532 1,367 58 137 4,546	\$ - 0 0 0 0 (211) 0 0	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits Desktop Services Interest Equipment Rental Miscellaneous	\$10,910 \$10,910 52,799 8,532 1,367 269 137	16,622 1,244 0 46 0	\$10,910 52,799 8,532 1,367 58 137	\$ - 0 0 0 0 (211) 0	
COMMUNICATION & INFORM BEGINNING FUND BALANCE REVENUES: Interdepartmental Charges Telephones Leased Circuits Desktop Services Interest Equipment Rental	\$10,910 \$10,910 52,799 8,532 1,367 269 137 4,546 77	16,622 1,244 0 46 0 1,515 610	\$10,910 52,799 8,532 1,367 58 137 4,546 612	\$ - 0 0 0 (211) 0 0 535	

As of January 31, 2016

	((	000s)	YEAR-END	BUDGET VS FORECAST VARIANCE	
DEPARTMENT	BUDGET	YEAR TO DATE	FORECAST		
<b>EQUIPMENT SERVICES</b>					
BEGINNING FUND BALANCE	\$4,129	\$ -	\$4,129	\$ -	
REVENUES:					
Rental/Wreck	33,640	2,791	36,562	2,923	
Fuel	16,180	1,246	13,591	(2,589)	
Auto Auction	418	322	488	70	
Miscellaneous Revenue	267	96	329	62	
Interest and Other	5	0	3	(2)	
TOTAL REVENUES	50,509	4,455	50,973	464	
TOTAL EXPENDITURES	50,509	15,307	50,973	464	
ENDING FUND BALANCE	\$4,129	\$ -	\$4,129	\$0	
EXPRESS BUSINESS CENTER					
BEGINNING FUND BALANCE	\$1,223	\$ -	\$1,223	\$ -	
REVENUES:					
Postage Sales	2,703	963	2,703	0	
All Other Revenues	1,260	984	1,258	(2)	
TOTAL REVENUES	3,963	1,947	3,961	(2)	
TOTAL EXPENDITURES	2 04 5	1 274	3,815	0	
TOTAL EAFEMDITURES	3,815	1,374	3,013		

As of January 31, 2016

	(	000s)		<b>BUDGET VS</b>	
DEPARTMENT	BUDGET YEAR TO DATE		YEAR-END FORECAST	FORECAST VARIANCE	
SANITATION SERVICES					
BEGINNING FUND BALANCE	\$7,108	\$ -	\$7,108	\$ -	
REVENUES:					
Residential Collection	66,537	22,938	66,858	320	
Cost Plus Bulk/Brush	114	39	117	3	
Sale of Recyclables	2,100	594	1,783	(317)	
City Facility Collection	761	213	640	(121)	
Landfill Revenue	17,676	9,913	21,150	3,474	
TOTAL REVENUES <sup>24</sup>	87,188	33,697	90,548	3,360	
TOTAL EXPENDITURES <sup>24</sup>	86,480	21,347	87,021	540	
ENDING FUND BALANCE	\$7,816	\$ -	\$10,635	\$2,819	

## OTHER FUNDS

As of January 31, 2016 (000s)

	(000s)			YEAR-END	BUDGET VS FORECAST	
DEPARTMENT	BUDGET	BUDGET YEAR TO DATE		FORECAST	VARIANCE	
9-1-1 SYSTEM OPERATIONS						
BEGINNING FUND BALANCE	\$7,090	\$	-	\$7,090	\$	-
REVENUES:						
9-1-1 Service Receipts - Wireless	6,257		1,701	6,315		59
9-1-1 Service Receipts - Wireline	6,898		2,220	6,894		(5)
Interest and Other	63		1	63		0
TOTAL REVENUES	13,218		3,922	13,271		54
TOTAL EXPENDITURES	16,292		1,905	16,240		(52)
ENDING FUND BALANCE	\$4,015	\$	<u> </u>	\$4,121		\$106
STORM DRAINAGE MANAGEMEN	<b>T</b>					
BEGINNING FUND BALANCE	\$8,114	\$	-	\$8,114	\$	-
REVENUES:						
Storm Water Fees	50,413		16,703	50,413		-
Interest and Other	40		0	40		0
TOTAL REVENUES	50,452		16,703	50,452		0
TOTAL EXPENDITURES	51,417		7,937	51,365		(52)

\$7,150 \$

\$7,201

**\$**52

**ENDING FUND BALANCE** 

## OTHER FUNDS

		ary 31, 2016 00s)	YEAR-END	BUDGET VS FORECAST	
DEPARTMENT	BUDGET	YEAR TO DATE	FORECAST	VARIANCE	
EMPLOYEE BENEFITS					
BENEFITS ADMINISTRATION					
TOTAL EXPENDITURES	\$1,126	\$170	\$1,112	(\$15)	
WELLNESS PROGRAM					
TOTAL EXPENDITURES	\$430	\$117	\$427	(\$3)	
RISK MANAGEMENT					
TOTAL EXPENDITURES	\$2,594	\$636	\$2,510	(\$84)	
	LIABILITY	/CLAIMS FUND			
Beginning Balance October 1, 20	15			\$3,649	
Budgeted Revenue				6,297	
FY 2015-16 Available Funds				9,946	
Paid October 2015				(168)	
Paid November 2015				(328)	
Paid December 2015				(379)	
Paid January 2016				(744)	
Balance as of January 31, 2016				\$8,327	

## **DEBT SERVICE FUND**

As of January 31, 2016 **BUDGET VS** (000s)YEAR-END **FORECAST DEPARTMENT BUDGET** YEAR TO DATE **FORECAST VARIANCE DEBT SERVICE FUND BEGINNING FUND BALANCE** \$12,109 \$ \$12,109 \$ REVENUES: Ad Valorem 230,475 180,752 230,298 (177) Interest/Transfers/Other 20,468 69 20,468 0 **TOTAL REVENUES** 250,943 180,821 (177) 250,766 TOTAL EXPENDITURES<sup>25</sup> 255,326 (669) 0 254,657 \$7,726 \$ \$8,218 \$491 **ENDING FUND BALANCE** 

### **NOTES**

#### (Dollars in 000s)

- 1. Sales tax revenue is projected to be \$1,556 above budget due to the improved economy.
- 2. Oncor Electric revenues are projected to be \$1,150 above budget primarily due to higher than expected electric consumption.
- 3. Municipal Court revenue is projected to be \$629 above budget primarily due to an increase in the collection per citation rates of the new collection agency.
- 4. Public Library revenue is projected to be \$49 below budget due to implementation of automatic renewal on materials that have been checked out at library locations and an increase in the usage of e-materials. Fines and late fees are not collected on e-materials as they are electronically recalled on the due date.
- 5. Other Charges for Service revenue is projected to be \$368 below budget primarily as a result of contracting with fewer hospitals than anticipated for the Mobile Community Healthcare Program.
- 6. City Auditor's Office is projected to be \$46 above budget due to salary expenses.
- 7. City Controller's Office is projected to be \$126 below budget due to vacancies.
- 8. City Secretary's Office is projected to be \$27 above budget due to higher than budgeted salary expenses and the purchase of unbudgeted software to assist with Boards and Commissions administration.
- 9. Civil Service is projected to be \$36 above budget due to salary expenses.
- 10. Elections is projected to be \$12 above budget due to the purchase of unbudgeted petition verification software.
- 11. Housing and Community Services is projected to be \$231 above budget due to several unbudgeted expenses including temp help, replacement of fire and alarm system at the MLK Community Center, items related to the master plan for the MLK and WDMP Community Centers, and various special events.
- 12. Judiciary is projected to be \$180 below budget due to vacancies.
- 13. Mayor and Council is projected to be \$152 above budget due to double filled positions and the unbudgeted use of temp help.
- 14. Non-Departmental is projected to be \$105 above budget primarily due to unbudgeted costs such as nationwide searches for the City Attorney and Chief Financial Officer, actuarial review related to the Police and Fire Pension Fund, and efforts related to ADA Compliance.
- 15. Park and Recreation is projected to be \$37 above budget primarily due to repairs related to flooding in 2015.

### **NOTES**

#### (Dollars in 000s)

- 16. Planning and Urban Design is projected to be \$291 below budget due to vacancies.
- 17. Sustainable Development and Construction is projected to be \$141 below budget due to vacancies.
- 18. Aviation expenses are projected to be \$1,438 above budget primarily due to the City leasing property for additional offsite parking and for the future site of the consolidated rental car facility. Revenues are projected to be \$1,537 above budget primarily due to revenue received from existing tenants on the newly leased property.
- 19. Convention and Event Services revenues are projected to be \$2,987 above budget primarily due to higher than expected Alcoholic Beverage Tax and more events than anticipated.
- 20. Sustainable Development and Construction expenses are projected to be \$992 below budget primarily due to vacancies.
- 21. Municipal Radio expenses are projected to be \$101 below budget due to vacancies and a reduction in sales commission. Revenues are projected to be \$85 below budget due to the sale of commercials being less than planned.
- 22. Water Utilities revenues and expenses are both projected to be \$11,644 below budget. Revenues are projected to be below budget primarily due to the loss of a wholesale water customer contract and lower than projected retail wastewater service revenues. Expenses are projected to be under budget due to a reduction in the transfer to fund capital projects.
- 23. Communication and Information Services expenses are projected to be \$458 above budget primarily due to removal of the Fair Park Tower and the purchase of software maintenance, support, and capacity to be in compliance with audit findings for storage. Revenues are projected to be \$324 above budget due to payment from the State Fair of Texas for removal of the Fair Park Tower.
- 24. Sanitation expenses are projected to be \$540 above budget and revenues are projected to be \$3,360 above budget due to the volume of solid waste from non-contract customers being above historic levels and solid waste from the Upper Chain of Wetlands projects.
- 25. Debt Service expenses are projected to be \$669 below budget due to lower than projected interest rates realized on the 2015 GO Bond sale.

#### **AGENDA ITEM #2**

**KEY FOCUS AREA:** 

Economic Vibrancy

AGENDA DATE:

March 23, 2016

COUNCIL DISTRICT(S):

2

**DEPARTMENT:** 

Aviation

CMO:

Ryan S. Evans, 671-9837

MAPSCO:

34E

#### **SUBJECT**

Authorize (1) the first three-year renewal option to the contract for dock master services at Dallas Love Field in the amount of \$2,084,874; and (2) an increase in the contract for additional services related to the x-ray inspection system in the amount of \$191,728 - Bradford Airport Logistics, LTD - Total not to exceed \$2,276,602 - Financing: Aviation Current Funds (subject to annual appropriations)

#### **BACKGROUND**

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

This contract provides dock master services (DMS) to the Sally Port located at Dallas Love Field. The Sally Port is a structure located on airport grounds and serves as the host to security inspections of all concession items entering the airport except the United States Postal Service. In order to safely and efficiently supply concessionaires with products and merchandise, Aviation has engaged a contractor providing dock master services to manage its sally port operations. The dock master schedules and coordinates all concession deliveries, screens all products and merchandise in accordance with the airport's policies and procedures and in compliance with the Transportation Security Administration (TSA) guidelines.

An increase in the contract in the amount of \$191,728 over the initial contract term is to provide for labor and training costs associated with the new Rapiscan x-ray inspection system, authorized by Council on January 14, 2015.

#### PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Authorized a three-year service contract, with two three-year renewal options for dock master services, by Resolution No. 13-0377, on February 27, 2013.

#### PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS) (Continued)

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

#### **FISCAL INFORMATION**

\$2,276,602.00 - Aviation Current Funds (subject to annual appropriations)

#### <u>OWNER</u>

**Bradford Airport Logistics, LTD** 

Benjamin B. Richter, President Bruce Class, Vice President

WHEREAS, the City owns and operates a municipal airport, Dallas Love Field; and,

WHEREAS, on February 27, 2013, the City Council awarded a three year service contract with two three-year renewal options for Dock Master Services at Dallas Love Field to Bradford Airport Logistics, LTD for management of the Sally Port facility; and,

WHEREAS, on January 14, 2015, the City Council authorized a contract for the purchase, installation, and a three-year warranty of one x-ray inspection system (pallet scanner) for the Sally Port facility with Rapiscan Systems, Inc.; and,

WHEREAS, the airport has incurred additional operating expenses for the Sally Port facility due to increased concessionaire operator needs and additional labor and training costs associated with the acquisition and operation of the pallet scanner; and,

WHEREAS, the airport desires to exercise the first three-year renewal option of the contract with Bradford Airport Logistics, LTD; and,

WHEREAS, an increase in the contract with Bradford Airport Logistics, LTD in the amount of \$191,728.00 is necessary for continued Sally Port services.

Now, Therefore,

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

**Section 1.** That upon approval as to form by the City Attorney, the City Manager is hereby authorized to (1) exercise the first three year renewal option of the service contract with Bradford Airport Logistics, LTD and (2) increase the contract to cover additional service, labor and training costs.

**Section 2.** That all other terms under the existing contract remain the same.

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,276,602.00 (subject to annual appropriations) from Aviation Fund 0130, Dept. AVI, Unit 7730, Object 3092, Vendor No. VS0000075481.

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

#### **AGENDA ITEM #3**

**KEY FOCUS AREA:** 

**Public Safety** 

**AGENDA DATE:** 

March 23, 2016

**COUNCIL DISTRICT(S):** 

All

**DEPARTMENT:** 

Business Development & Procurement Services

Trinity Watershed Management

CMO:

Jeanne Chipperfield, 670-7804

Mark McDaniel, 670-3256

**MAPSCO:** 

N/A

#### **SUBJECT**

Authorize a one-year service contract for light pole maintenance and repair services for Trinity Watershed Management – Environmental Lighting Services, LLC, lowest responsible bidder of two - Not to exceed \$84,640 - Financing: Current Funds (subject to appropriations)

#### **BACKGROUND**

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

This service contract will provide light pole maintenance and repair services for 120 street lights located at Trinity Watershed Management's properties throughout the City. The locations include the Continental Bridge, West Dallas Gateway and Cedar Crest/Martin Luther King gateway plaza. The use of street pole lights provides a safer environment for pedestrians and motorists alike by illuminating the area surrounding the light pole.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 772 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS 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, notifications were sent by the Business Development and Procurement Services' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

## **BACKGROUND (Continued)**

This solicitation closed prior to the wage floor policy approved by City Council on November 10, 2015, by Resolution No. 15-2141. Prior to Council approval of the wage floor, City contracts did not include language that required contractors to identify their rate of pay or the number of employees assigned on City contracts. Environmental Lighting Services, LLC has signed the wage affidavit stating they will pay their employees a minimum wage of \$10.37 per hour.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### FISCAL INFORMATION

\$84,640.00 - Current Funds (subject to appropriations)

#### M/WBE INFORMATION

- 187 Vendors contacted
- 186 No response
  - 1 Response (Bid)
  - 0 Response (No bid)
  - 1 Successful

#### 772 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

#### ETHNIC COMPOSITION

#### Environmental Lighting Services, LLC

27	White Female	5
4	Black Female	1
30	Hispanic Female	0
0	Other Female	0
	4 30	4 Black Female 30 Hispanic Female

## **BID INFORMATION**

The following bids were received from solicitation number BQ1526 and were opened on October 30, 2015. This service contract is being awarded in its entirety to the lowest responsive and responsible bidder.

<sup>\*</sup>Denotes successful bidder

<u>Bidders</u>	Address	<u>Amount</u>
*Environmental Lighting Services, LLC	3420 Dalworth St. Arlington, TX 76011	\$84,640.00
Prism Electric, Inc.	2985 Market St. Garland, TX 75041	\$114,488.00

## **OWNER**

**Environmental Lighting Services, LLC** 

Jarad Bailey, President

## **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

PROJECT: Authorize a one-year service contract for light pole maintenance and repair services for Trinity Watershed Management — Environmental Lighting Services, LLC, lowest responsible bidder of two - Not to exceed \$84,640 - Financing: Current Funds (subject to appropriations)

Environmental Lighting Services, LLC is a local, minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. PROJECT CATEGORY: Other Services

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts Total non-local contracts	\$84,640.00 \$0.00	100.00% 0.00%
TOTAL CONTRACT	\$84,640.00	100.00%

#### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

Local	<u>Certification</u>	<u>Amount</u>	<u>Percent</u>
Environmental Lighting Services, LLC	WFWB63060N0916	\$84,640.00	100.00%
Total Minority - Local		\$84,640.00	100.00%

#### Non-Local Contractors / Sub-Contractors

None

#### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$84,640.00	100.00%	\$84,640.00	100.00%
Total	\$84,640.00	100.00%	\$84,640.00	100.00%

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

**Section 1.** That the City Manager is authorized to execute a service contract with Environmental Lighting Services, LLC (VS0000048383) for light pole maintenance and repair services for Trinity Watershed Management for a term of one year in an amount not to exceed \$84,640.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Environmental Lighting Services, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Environmental Lighting Services, LLC under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$84,640.00 (subject to appropriations) from Service Contract number BQ1526.

**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 ITEM #4**

**KEY FOCUS AREA:** 

**Public Safety** 

AGENDA DATE:

March 23, 2016

COUNCIL DISTRICT(S):

All

**DEPARTMENT:** 

Business Development & Procurement Services

Aviation:

Housing/Community Services

Park & Recreation Sanitation Services

**Trinity Watershed Management** 

Water Utilities

CMO:

Jeanne Chipperfield, 670-7804

Ryan S. Evans, 671-9837

Alan Sims, Chief of Neighborhood Plus, 670-1611

Willis Winters, 670-4071 Joey Zapata, 670-3009 Mark McDaniel, 670-3256

MAPSCO:

N/A

### **SUBJECT**

Authorize a three-year service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections - Communicon, LTD dba Communication Concepts in the amount of \$3,186,905 and International Systems of America, LLC dba ISA Fire & Security in the amount of \$245,464, most advantageous proposers of three - Total not to exceed \$3,432,369 - Financing: Current Funds (\$1,622,786), Aviation Current Funds (\$1,417,745), Water Utilities Current Funds (\$297,132), Stormwater Drainage Management Current Funds (\$40,432), Sanitation Current Funds (\$29,274), Department of State Health Services Grant Funds (\$15,000) and Community Development Block Grant Funds (\$10,000) (subject to annual appropriations)

#### **BACKGROUND**

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

This service contract will provide for continued alarm monitoring and maintenance at approximately 285 City facilities for fire and/or intrusion. This contract will also provide for the maintenance of alarm equipment, programming alarm panels, annual fire alarm inspections, design and installation of new alarm systems.

## **BACKGROUND (Continued)**

This contract is separated into four groups which is reflected by the following:

- Monitoring reflects 4.5% of the contract and will provide monitoring services for fire and intrusion alarm systems.
- Fire alarm inspection and testing reflects 7.2% of this contract and will provide annual fire alarm inspection and testing per the NFPA 72, National Fire Alarm and Signaling code.
- Design work reflects 1.1% of this contract and will provide complete design and plan work for new fire alarm systems, wireless fire alarm systems and security/intrusion alarm systems.
- Installation, maintenance and repair reflects 87.2% of this contract and will
  provide maintenance and repair of existing systems as well as installation of
  approximately 24 new systems.

A seven member committee from the following departments reviewed and evaluated the proposals:

•	Water Utilities	(1)
•	Park and Recreation	(2)
•	Aviation	(2)
•	Business Development & Procurement Services	(2)*

\*Business Development and Procurement Services only evaluated the Business Inclusion and Development Plan and cost.

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

•	Cost	30%
•	Approach	30%
•	Experience	25%
•	Business Inclusion and Development Plan	15%

This solicitation was structured in a manner which required proposers to submit a response using unit pricing. This proposal resulted in a 20.3% increase over comparable unit prices for the bid awarded in 2012.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,066 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone.

## **BACKGROUND (Continued)**

Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

This solicitation closed prior to the wage floor policy approved by City Council on November 10, 2015, by Resolution No. 15-2141. Prior to Council approval of the wage floor, City contracts did not include language that required contractors to identify their rate of pay or the number of employees assigned on City contracts. Communicon, LTD dba Communication Concepts and International Systems of America, LLC have signed the wage affidavit stating they will pay their employees a minimum wage of \$10.37 per hour.

## PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 27, 2012, City Council authorized a three-year service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections by Resolution No. 12-1606.

On December 10, 2014, City Council authorized supplemental agreement no. 1 to increase the service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections by Resolution No. 14-2093.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### **FISCAL INFORMATION**

- \$1,622,786.32 Current Funds (subject to annual appropriations)
- \$1,417,744.89 Aviation Current Funds (subject to annual appropriations)
- \$ 297,131.94 Water Utilities Current Funds (subject to annual appropriations)
- \$ 40,431.59 Stormwater Drainage Management Current Funds (subject to annual appropriations)
- \$ 29,273.62 Sanitation Current Funds (subject to annual appropriations)
- \$ 15,000.00 Department of State Health Services Grant Funds (subject to annual appropriations)
- \$ 10,000.00 Community Development Block Grant Funds (subject to annual appropriations)

### **M/WBE INFORMATION**

- 130 Vendors contacted
- 130 No response
  - 0 Response (Bid)
  - 0 Response (No bid)
  - 0 Successful

## 1,066 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardees have fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

### **ETHNIC COMPOSITION**

## Communication, LTD dba Communication Concepts

White Male	24	White Female	6
Black Male	1	Black Female	1
Hispanic Male	3	Hispanic Female	3
Other Male	0	Other Female	0

## International Systems of America, LLC dba ISA Fire & Security

White Male	58	White Female	18
Black Male	8	Black Female	1
Hispanic Male	1	Hispanic Female	0
Other Male	1	Other Female	0

#### PROPOSAL INFORMATION

The following proposals were received from solicitation number BFZ1502 and were opened on April 16, 2015. This service contract is being awarded to the most advantageous proposers by group. Information related to this solicitation is available upon request.

<sup>\*</sup>Denotes successful proposers

<u>Proposers</u>	Address	<u>Amount</u>
*Communicon, LTD dba Communication Concepts		Multiple Groups

## **PROPOSAL INFORMATION (Continued)**

Proposers	Address	<u>Amount</u>
*International Systems of America, LLC dba ISA Fire & Security	5214 Burleson Rd. Suite 407 Austin, TX 78744	Multiple Groups
Alarm Security Group, LLC dba ASG Security	875 West Sandy Lake Rd. Suite 400 Coppell, TX 75019	Multiple Groups

## **OWNERS**

## **Communication Concepts**

Jeff Mauldin, President

## International Systems of America, LLC dba ISA Fire & Security

Michael G. Epperson, President Roy O. Messersmith, Vice President Mark Shoemarker, Secretary Donald Combs, Treasurer

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections - Communicon, LTD dba Communication Concepts in the amount of \$3,186,905 and International Systems of America, LLC dba ISA Fire & Security in the amount of \$245,464, most advantageous proposers of three - Total not to exceed \$3,432,369 - Financing: Current Funds (\$1,622,786), Aviation Current Funds (\$1,417,745), Water Utilities Current Funds (\$297,132), Stormwater Drainage Management Current Funds (\$40,432), Sanitation Current Funds (\$29,274), Department of State Health Services Grant Funds (\$15,000) and Community Development Block Grant Funds (\$10,000) (subject to annual appropriations)

Communicon, LTD dba Communication Concepts is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use the following sub-contractor. International Systems of America, LLC dba ISA Fire & Security is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts	\$0.00	0.00%
Total non-local contracts	\$3,432,368.36	100.00%
TOTAL CONTRACT	\$3,432,368.36	100.00%

#### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

#### Local Contractors / Sub-Contractors

None

#### Non-Local Contractors / Sub-Contractors

Non-local	Certification	<u>Amount</u>	<u>Percent</u>
Blue Star Electric, LLC.	WFWB62936Y0816	\$758,483.22	22.10%
Total Minority - Non-local		\$758.483.22	22.10%

## TOTAL M/WBE CONTRACT PARTICIPATION

	Local	<u>Percent</u>	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$758,483.22	22.10%
Total	\$0.00	0.00%	\$758,483.22	22.10%

WHEREAS, on June 27, 2012, City Council authorized a three-year service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections by Resolution No. 12-1606; and,

WHEREAS, on December 10, 2014, City Council authorized supplemental agreement no. 1 to increase the service contract for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections from \$1,655,840.79 to \$2,069,799.79, by Resolution No. 14-2093; and,

WHEREAS, on July 6, 2015, Administrative Action Nos. 15-6268 and 15-6269 authorized supplemental agreement no. 2 to the service contract to extend the contract term from June 30, 2015 to December 30, 2015; and,

WHEREAS, on December 2, 2015, Administrative Action Nos. 15-7276 and 15-7277 authorized supplemental agreement no. 3 to the service contract to extend the contract term from December 30, 2015 to March 31, 2016;

NOW, THEREFORE.

## 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 Communicon, LTD dba Communication Concepts (VS0000019084) in the amount of \$3,186,904.36 and International Systems of America, LLC dba ISA Fire & Security (VS87469) in the amount of \$245,464.00 for installation, monitoring and maintenance of alarm systems and annual fire alarm inspections for a term of three years in a total amount not to exceed \$3,432,368.36, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Communicon, LTD dba Communication Concepts and International Systems of America, LLC dba ISA Fire & Security shall be based only on the amount of the services directed to be performed by the City and properly performed by Communicon, LTD dba Communication Concepts and International Systems of America, LLC dba ISA Fire & Security under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,432,368.36 (subject to annual appropriations) from Service Contract number BFZ1502.

**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 ITEM # 5**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(S):

ΑII

**DEPARTMENT:** 

**Business Development & Procurement Services** 

Communication and Information Services

CMO:

Jeanne Chipperfield, 670-7804

Mark McDaniel, 670-3256

MAPSCO:

N/A

#### **SUBJECT**

Authorize a five-year service contract for maintenance, support and upgrades of the City's existing Record Management and Field Base Reporting System - Intergraph Corporation, only proposer - Not to exceed \$3,301,195 - Financing: Current Funds (subject to annual appropriations)

### **BACKGROUND**

This service contract will provide ongoing maintenance, support and upgrades for the City's Record Management (RMS) and Field Base Reporting (FBR) system, which is utilized by public safety personnel. This system supports the efficient collection of data by Police and Fire-Rescue personnel when responding to criminal and emergency calls.

Maintenance and support includes upgrades to current releases of software, patches, annual training, hardware support and 24 -hour technical support.

These departments record approximately 250,000 offenses and over 49,000 arrests each year. These offenses, arrests and follow up supplemental reports are recorded in the RMS system and maintained for at least 10 years after the case is closed. From these records, state and federally required crime statistics are calculated and reported.

This system has contributed to improving the City's collection and sharing of crime data. Some key benefits include:

- Allows digital images, audio files and video files to be attached to investigation records
- Robust audit trail for tracking evidence management
- Reporting of crime statistics to state and federal agencies

## BACKGROUND (Continued)

A seven member committee from the following departments reviewed and evaluated the proposals:

•	Business Development & Procurement Services	(2)*
•	Police	(2)
•	Communication and Information Services	(2)
•	Fire-Rescue	(1)

<sup>\*</sup>Business Development and Procurement Services only evaluated the Business Inclusion and Development Plan and cost.

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

•	Experience and capability	50%
•	Cost	35%
•	Business Inclusion and Development Plan	15%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 1,034 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS 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, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council — Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 27, 2010, City Council authorized a five-year service contract for maintenance and support for a records management system by Resolution No. 10-0361.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### **FISCAL INFORMATION**

\$3,301,195.00 - Current Funds (subject to annual appropriations)

#### M/WBE INFORMATION

- 173 Vendors contacted
- 173 No response
  - 0 Response (Bid)
  - 0 Response (No Bid)
  - 0 Successful vendor

#### 1,034 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

#### **ETHNIC COMPOSITION**

#### Intergraph Corporation

White Male	1,013	White Female	476
Black Male	54	Black Female	60
Hispanic Male	29	Hispanic Female	13
Other Male	184	Other Female	86

#### PROPOSAL INFORMATION

The following proposal was received from solicitation number BUZ1530 and was opened on September 25, 2015. This service contract is being awarded in its entirety to the only proposer.

<sup>\*</sup>Denotes successful proposer

<u>Proposer</u>	Address	Score	<u>Amount</u>
*Intergraph Corporation	305 Intergraph Way Madison, AL 35758	84%	\$3,301,195.00

**Note:** A single proposal review process has been conducted and no exceptions have been found.

## <u>OWNER</u>

**Intergraph Corporation** 

Steven L. Cost, President Richard B. Jacks, Vice President

### **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

PROJECT: Authorize a five-year service contract for maintenance, support and upgrades of the City's existing Record Management and Field Base Reporting System - Intergraph Corporation, only proposer - Not to exceed \$3,301,195 - Financing: Current Funds (subject to annual appropriations)

Intergraph Corporation is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. PROJECT CATEGORY: Other Services

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts Total non-local contracts	\$0.00 \$3,301,195.00	0.00% 100.00%
	Ψ3,301,193.00	100.0076
TOTAL CONTRACT	\$3,301,195.00	100.00%

#### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

#### **Local Contractors / Sub-Contractors**

None

### Non-Local Contractors / Sub-Contractors

None

#### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	Percent	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

March 23, 2016

WHEREAS, on January 27, 2010, City Council authorized a five-year service contract for maintenance and support for a records management system by Resolution No. 10-0361.

### NOW, THEREFORE,

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

**Section 1.** That the City Manager is authorized to execute a service contract with Intergraph Corporation (168120) for maintenance, support and upgrades of the City's existing Record Management and Field Base Reporting System for a term of five years in an amount not exceed \$3,301,195.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Intergraph Corporation shall be based only on the amount of the services directed to be performed by the City and properly performed by Intergraph Corporation under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,301,195.00 (subject to annual appropriations) from Service Contract number MASCDSV20INPURST.

**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 ITEM #6**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(S):

ΑII

DEPARTMENT:

**Business Development & Procurement Services** 

Aviation

Water Utilities

CMO:

Jeanne Chipperfield, 670-7804 Ryan S. Evans, 671-9837

Mark McDaniel, 670-3256

MAPSCO:

N/A

#### **SUBJECT**

Authorize a six-year service contract for elevator, escalator and moving sidewalk maintenance and repair for various City locations - Southwest Elevator Company dba Oracle Elevator Company of Texas through an intergovernmental agreement with Dallas Area Rapid Transit in the amount of \$4,177,152 and Otis Elevator Company through BuyBoard in the amount of \$1,412,606 - Total not to exceed \$5,589,758 - Financing: Current Funds (\$314,090), Aviation Current Funds (\$4,335,636) and Water Utilities Current Funds (\$940,032) (subject to annual appropriations)

### **BACKGROUND**

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

This service contract will provide elevator, escalator and moving sidewalk preventative maintenance and repair. All equipment will be maintained monthly, in accordance with the manufacturer's recommendation, to meet all applicable codes and state regulations. A six-year contract will ensure all contractors will address both immediate and long-term needs of the City's elevators, escalators, and moving sidewalks.

In addition to regularly scheduled preventative maintenance, both awarded contractors will be on call twenty-four hours a day for emergency repairs. The contractor will respond to emergency calls within two hours and will complete emergency repairs within forty-eight hours; all outages impacting airport operations are considered "emergency repairs".

## **BACKGROUND (Continued)**

The lead departments will respectively oversee the maintenance and repair of units for their department:

- Water Utilities operates 19 elevators located at the three water treatment plants, two wastewater treatment plants and pump and lift stations throughout the City.
- Aviation operates 17 elevators, 10 escalators and 11 moving sidewalks in the Terminal Building, Parking Garage A, and Parking Garage B at Dallas Love Field. On average, 16,000 passengers arrive and depart daily at Dallas Love Field.

To ensure that all equipment is in compliance with state and local codes, the City currently contracts with a certified elevator inspector with extensive elevator, escalator, and moving sidewalk experience. The inspector will assist in the oversight of maintenance and repair, and will provide technical expertise for any remodeling or construction projects.

Also included in this maintenance contract is the repair and service of equipment needed during the transition of service providers for the most recent elevator contract awarded in December 2015 for City Hall.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On March 10, 2010, City Council authorized a six-year service contract for elevator, escalator and moving sidewalk maintenance and repair at various city facilities by Resolution No. 10-0679.

On May 28, 2014, City Council authorized supplemental agreement no. 1 to increase the service contract for elevator, escalator and moving sidewalk maintenance and repair at various City facilities by Resolution No. 14-0819.

On December 9, 2015, City Council authorized a six-year service contract for elevator and escalator maintenance and repair at various city facilities by Resolution No. 15-2266.

## **FISCAL INFORMATION**

\$ 314,090.05 - Current Funds (subject to annual appropriations)

\$4,335,635.94 - Aviation Current Funds (subject to annual appropriations)

\$ 940,032.00 - Water Utilities Current Funds (subject to annual appropriations)

## **ETHNIC COMPOSITION**

## Southwest Elevator Company of Texas

White Male	31	White Female	1
Black Male	1	Black Female	0
Hispanic Male	2	Hispanic Female	0
Other Male	2	Other Female	0

## Otis Elevator Company

White Male	10	White Female	3
Black Male	0	Black Female	0
Hispanic Male	1	Hispanic Female	0
Other Male	0	Other Female	0

## **OWNERS**

# Southwest Elevator Company dba Oracle Elevator Company of Texas

Christopher Doot, President Russell Winiariskyj, Vice President Bryan Pollard, Secretary

## **Otis Elevator Company**

Larry Jackson, President Allen Baxter, Vice President WHEREAS, on March 10, 2010, City Council authorized a six-year service contract for elevator, escalator and moving sidewalk maintenance and repair at various city facilities by Resolution No. 10-0679; and,

WHEREAS, on May 28, 2014, City Council authorized supplemental agreement no. 1 to increase the service contract for elevator, escalator and moving sidewalk maintenance and repair at various City facilities by Resolution No. 14-0819; and,

WHEREAS, on December 9, 2015, City Council authorized a six-year service contract for elevator and escalator maintenance and repair at various city facilities by Resolution No. 15-2266;

NOW, THEREFORE,

#### 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 Southwest Elevator Company dba Oracle Elevator Company of Texas (VS0000038350) through an intergovernmental agreement with Dallas Area Rapid Transit in the amount of \$4,177,152.00 and Otis Elevator Company (399427) through BuyBoard in the amount of \$1,412,605.99 for elevator and escalator maintenance and repair at various City locations for a term of six years in an amount not to exceed \$5,589,757.99, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Southwest Elevator Company dba Oracle Elevator Company of Texas through an intergovernmental agreement with Dallas Area Rapid Transit and Otis Elevator Company dba Oracle Elevator Company of Texas through an intergovernmental agreement with Dallas Area Rapid Transit and Otis Elevator Company dba Oracle Elevator Company of Texas through an intergovernmental agreement with Dallas Area Rapid Transit and Otis Elevator Company through BuyBoard under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$5,589,757.99 (subject to annual appropriations) from Service Contract number BW1605.

**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 ITEMS #7,8**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(S):

All

**DEPARTMENT:** 

**Business Development & Procurement Services** 

**Equipment & Building Services** 

CMO:

Jeanne Chipperfield, 670-7804 Jill A. Jordan, P.E., 670-5299

MAPSCO:

N/A

### **SUBJECT**

### **CNG Fuel & Fuel Station Maintenance**

- \* Authorize a three-year acquisition contract, which will result in a master agreement, for compressed natural gas for equipped fleet vehicles Clean Energy dba California Clean Energy, Inc., only bidder Not to exceed \$2,493,964 Financing: Current Funds (subject to annual appropriations)
- \* Authorize a three-year service contract for compressed natural gas fuel station parts and maintenance for equipped fleet vehicles Clean Energy dba California Clean Energy, Inc., only bidder Not to exceed \$456,720 Financing: Current Funds (subject to annual appropriations)

#### **BACKGROUND**

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

This service contract will provide compressed natural gas (CNG) and fuel station parts and maintenance for the City's fleet vehicles. The City requires CNG fueling capability to support the City's 1,000 CNG vehicles. Currently, the City purchases an average of 40,000 gallons of CNG fuel monthly using multiple stations located throughout the Dallas area. Fuel stations are outfitted with an automated card reader system for a billing infrastructure that tracks usage, vehicle identification number, and bills the City accordingly on a monthly basis.

## **BACKGROUND** (Continued)

In addition, with an increased use of heavy-duty CNG vehicles, the City constructed two of its own CNG facilities in 2011. These stations provide overnight filling of vehicles, thus saving staff time and ensuring completely filled tanks at the beginning of each shift. This contract will provide all maintenance support for these facilities, including parts and labor. The selected contractor will make frequent trips to each site to verify that the facility is operating properly. Preventative maintenance will be performed per equipment manufacturer requirements, including the compressors in which failed components are repaired or replaced as needed. These two stations provide an average of 21,000 gallons of CNG monthly.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 418 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS 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, notifications were sent by the Business Development and Procurement Services' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

The recommended vendor meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On March 10, 2010, City Council authorized a three-year master agreement for compressed natural gas for fleet vehicles by Resolution No. 10-0675.

On February 9, 2011, City Council authorized a thirty-six month maintenance and operations contract by Resolution No. 11-0407.

On April 22, 2015, City Council authorized Supplemental Agreement No. 1 to extend the contract for an additional nine-months and increase the maintenance and operations contract for Compressed Natural Gas (CNG) fueling facilities at the Southeast and Northwest Service Centers by Resolution No. 15-0751.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### FISCAL INFORMATION

\$2,950,683.36 - Current Funds (subject to annual appropriations)

#### **M/WBE INFORMATION**

59 - Vendors contacted

59 - No response

- 0 Response (Bid)
- 0 Response (No bid)
- 0 Successful

418 - M/WBE and Non-M/WBE vendors were contacted

## M/WBE INFORMATION (Continued)

The recommended awardee has fulfilled the requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

## ETHNIC COMPOSITION

## Clean Energy dba California Clean Energy, Inc.

White Male	344	White Female	59
Black Male	11	Black Female	2
Hispanic Male	44	Hispanic Female	16
Other Male	35	Other Female	34

#### **BID INFORMATION**

The following bids were received from solicitation number BQ1605 and were opened on January 15, 2016. These service contracts are being awarded to the only responsive and responsible bidder.

<sup>\*</sup>Denotes successful bidder

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
*Clean Energy dba California Clean Energy, Inc.	4675 MacArthur Court Suite 800 Newport Beach, CA 9266	\$2,950,683.36 60

**Note:** A single bid review process has been conducted and no exceptions have been found.

## **OWNER**

Clean Energy dba California Clean Energy, Inc.

Andrew J. Littlefair, President Peter J. Grace, Vice President Mitchell W. Pratt, Secretary

## BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize a three-year service contract for compressed natural gas fuel station parts and maintenance for equipped fleet vehicles - Clean Energy dba California Clean Energy, Inc., only bidder - Not to exceed \$456,720 - Financing: Current Funds (subject to annual appropriations)

Clean Energy dba California Clean Energy, Inc. is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts Total non-local contracts	\$0.00 \$456,720.00	0.00% 100.00%
TOTAL CONTRACT	\$456,720.00	100.00%

#### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

**Local Contractors / Sub-Contractors** 

None

Non-Local Contractors / Sub-Contractors

None

#### **TOTAL M/WBE CONTRACT PARTICIPATION**

	<u>Local</u>	<u>Percent</u>	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

WHEREAS, on March 10, 2010, City Council authorized a three-year master agreement for compressed natural gas for fleet vehicles by Resolution No. 10-0675; and,

WHEREAS, on February 14, 2014, Administrative Action No. 14-5349 authorized Supplemental Agreement No. 2 to the master agreement to extend the term for one year from March 9, 2014 to March 9, 2015; and,

WHEREAS, on December 15, 2014, Administrative Action No. 14-7200 authorized Supplemental Agreement No. 3 to the master agreement to extend the term for four-months from March 9, 2015 to July 4, 2015; and,

WHEREAS, on March 11, 2015, Administrative Action No. 15-5493 authorized Supplemental Agreement No. 4 to the master agreement to extend the term for nine-months from July 4, 2015 to April 1, 2016; and,

## NOW, THEREFORE,

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

**Section 1.** That the City Manager is hereby authorized to execute an acquisition contract, which will result in a master agreement, with Clean Energy dba California Clean Energy, Inc. (332141) for compressed natural gas for equipped fleet vehicles for a term of three years in an amount not to exceed \$2,493,963.36, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Clean Energy dba California Clean Energy, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Clean Energy dba California Clean Energy, Inc. under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,493,963.36 (subject to annual appropriations) from Acquisition Contract number BQ1605.

**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 ITEM #9**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(\$):

N/A

DEPARTMENT:

Business Development & Procurement Services

Communication and Information Services

CMO:

Jeanne Chipperfield, 670-7804

Mark McDaniel, 670-3256

MAPSCO:

N/A

#### **SUBJECT**

Authorize (1) an acquisition contract for the purchase of software licenses in the amount of \$755,280; and (2) a three-year service contract for maintenance and support of the backup and security system for the City's existing database network in the amount of \$599,958 - Symantec distributed by Carahsoft Technology Corp. and sold through PetroSys Solutions, Inc. dba psitechnology, through the Department of Information Resources, State of Texas Cooperative contract - Total not to exceed \$1,355,238 - Financing: Current Funds (subject to annual appropriations)

#### **BACKGROUND**

These contracts will allow for the purchase of additional software licenses, ongoing maintenance and support of the backup and security system for the City's existing database network. This software manages the backup and recovery of data within the City's network.

Implementing software to secure the City's data is becoming increasingly more critical due to data growth. This software ensures the Communication and Information Services (CIS) department can respond quickly and effectively to a wide variety of issues including, but not limited to, data loss, data corruption, hardware loss, and cyber security breaches. Many critical applications utilized by the City where data may need to be restored include:

- AMS Advantage Financials
- Microsoft Exchange email
- Human Resources Information System (HRIS)
- Computer Aided Dispatch System (CAD)
- Police Records Management System (RMS)
- Traffic Management System (Escort)
- CRMS 311 Customer Request Management System

Maintenance includes software upgrades, patches and technical support.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 26, 2013, City Council authorized a three-year service contract for maintenance and support of Symantec Netbackup software licenses by Resolution No. 13-1057.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### **FISCAL INFORMATION**

\$1,355,238 - Current Funds

### **ETHNIC COMPOSITION**

### PetroSys Solutions, Inc. dba psitechnology

White Male	3	White Female	0
Black Male	1	Black Female	0
Hispanic Male	1	Hispanic Female	3
Other Male	0	Other Female	0

#### **OWNER**

PetroSys Solutions, Inc. dba psitechnology

Irene Gonzalez Griffith, President

**WHEREAS**, on June 26, 2013, City Council authorized a three-year service contract for maintenance and support of Symantec Netbackup software licenses by Resolution No. 13-1057;

NOW, THEREFORE,

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

Section 1. That the City Manager is hereby authorized to execute (1) an acquisition contract for the purchase of software licenses in the amount of \$755,280.00; and (2) a three-year service contract for maintenance and support of the backup and security system for the City's existing database network in the amount of \$599,958.00, with Symantec distributed by Carahsoft Technology Corp. and sold through PetroSys Solutions, Inc. dba psitechnology (VS0000065840), through the Department of Information Resources, State of Texas Cooperative contract, in a total amount not to exceed \$1,355,238.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Symantec distributed by Carahsoft Technology Corp. and sold through PetroSys Solutions, Inc. dba psitechnology shall be based only on the amount of the services directed to be performed by the City and properly performed by Symantec distributed by Carahsoft Technology Corp. and sold through PetroSys Solutions, Inc. dba psitechnology under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriation in an amount not to exceed \$755,280,00:

FUND DEPT UNIT OBJ AMOUNT FY ENCUMBRANCE
0198 DSV 1667 4735 \$755,280.00 2016 MASCDSV17BACKUP

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$599,958.00 (subject to annual appropriations) from Service Contract number MASCDSV17BACKUP.

**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 ITEM # 10** 

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

**COUNCIL DISTRICT(S):** 

ΑII

**DEPARTMENT:** 

**Business Development & Procurement Services** 

**Equipment & Building Services** 

Police

CMO:

Jeanne Chipperfield, 670-7804 Jill A. Jordan, P.E., 670-5299 Eric Campbell, 670-3255

MAPSCO:

N/A

#### **SUBJECT**

Authorize (1) the purchase of five police motorcycles - Denton Harley-Davidson, LP dba American Eagle Harley-Davidson in the amount of \$120,356, lowest responsible bidder of three; and (2) the purchase of seven compact sedans and one aerial bucket truck - Sam Pack's Five Star Ford in the amount of \$209,407 through the Texas SmartBuy (TXMAS) - Total not to exceed \$329,763 - Financing: 2007 Equipment Acquisition Contractual Obligation Notes (\$186,947), Confiscated Monies Funds (\$92,872) and Urban Area Security Grant Funds (\$49,944)

### **BACKGROUND**

This item will allow for the purchase of five police motorcycles and one aerial bucket truck for Police (DPD), four compact sedans for Equipment and Building Services (EBS) and three compact sedans for Office of Emergency Management (OEM). Four sedans and five motorcycles have met their useful life of thirteen years for sedans and seven years for motorcycles. Three sedans and one aerial bucket truck are new additions to the fleet. Furthermore, vehicles being replaced have gone through an evaluation process using an established criterion which includes life-to-date maintenance costs, recommended replacement mileage and recommended replacement life.

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 603 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone.

## **BACKGROUND (Continued)**

Additionally, in an effort to secure more bids, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

## PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 11, 2012, City Council authorized a one-year master agreement for the purchase of one hundred ninety-six pieces of fleet equipment; and a one-year master agreement for the purchase of one hundred three pieces of fleet equipment by Resolution No. 12-0162.

On September 12, 2012, City Council authorized a one-year master agreement for the purchase of squad cars for Police by Resolution No. 12-2229.

On June 12, 2013, City Council authorized a one-year master agreement for the purchase of two hundred seventy-two pieces of fleet and equipment; a one-year master agreement for the purchase of eight pieces of fleet equipment and a one-year master agreement for the purchase of four pieces of fleet equipment by Resolution No. 13-0936.

On December 11, 2013, City Council authorized a one-year master agreement for the purchase of two-hundred ten fleet vehicles and equipment; thirty-eight fleet vehicles and equipment; and eighty-eight fleet vehicles and equipment by Resolution No. 13-2055.

On October 22, 2014, City Council authorized the purchase of 137 squad cars for Police by Resolution No. 14-1781.

On March 25, 2015, City Council authorized a one-year master agreement for the purchase of eighty seven fleet vehicles and equipment; twenty fleet vehicles and equipment; and one-hundred nine fleet vehicles and equipment by Resolution No. 15-0478.

On June 17, 2015, City Council authorized the purchase of 105 squad cars for Police by Resolution No. 15-1231.

On December 9, 2015, City Council authorized a one-year master agreement for the purchase of three hundred eighty five fleet vehicles and equipment by Resolution No. 15-2199.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

## **FISCAL INFORMATION**

\$186,946.68 - 2007 Equipment Acquisition Contractual Obligation Notes

\$ 92,872.00 - Confiscated Monies Funds

\$ 49,943.46 - Urban Area Security Grant Funds

## M/WBE INFORMATION

31 - Vendors contacted

31 - No response

0 - Response (Bid)

0 - No response (No Bid)

0 - Successful

603 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

## **ETHNIC COMPOSITION**

## Denton Harley-Davidson, LP dba American Eagle Harley-Davidson

White Male	35	White Female	12
Black Male	0	Black Female	1
Hispanic Male	3	Hispanic Female	1
Other Male	0	Other Female	0

#### Sam Pack's Five Star Ford

White Male	99	White Female	18
Black Male	22	Black Female	1
Hispanic Male	85	Hispanic Female	7
Other Male	3	Other Female	1

#### **BID INFORMATION**

The following bids were received from solicitation number BN1617 and opened on January 22, 2016. This purchase is being awarded in its entirety to the lowest responsive and responsible bidder.

<sup>\*</sup>Denotes successful bidder

## **BID INFORMATION (Continued)**

<u>Bidders</u>	<u>Address</u>	Amount of Bid
*Denton Harley- Davidson, LP dba American Eagle Harley-Davidson	5920 South I-35E Corinth, TX 76210	\$120,355.40
LHD Partners, LP dba Longhorn Harley- Davidson	2830 West I-20 Grand Prairie, TX 75052	\$121,494.60
RRHD, LTD. dba Red River Harley-Davidson, Inc.	4514 Northwest Fwy Wichita Falls, TX 76308	\$124,685.00

# **OWNERS**

Denton Harley-Davidson, LP dba American Eagle Harley-Davidson

Willy Sullivan, President

Sam Pack's Five Star Ford

Sam Pack, President

WHEREAS, on January 11, 2012, City Council authorized a one-year master agreement for the purchase of one hundred ninety-six pieces of fleet equipment; and a one-year master agreement for the purchase of one hundred three pieces of fleet equipment by Resolution No. 12-0162; and,

WHEREAS, on September 12, 2012, City Council authorized a one-year master agreement for the purchase of squad cars for Police by Resolution No. 12-2229; and,

WHEREAS, on June 12, 2013, City Council authorized a one-year master agreement for the purchase of two hundred seventy-two pieces of fleet and equipment; a one-year master agreement for the purchase of eight pieces of fleet equipment; and a one-year master agreement for the purchase of four pieces of fleet equipment by Resolution No. 13-0936; and,

WHEREAS, on December 11, 2013, City Council authorized a one-year master agreement for the purchase of two-hundred ten fleet vehicles and equipment; thirty-eight fleet vehicles and equipment; and eighty-eight fleet vehicles and equipment by Resolution No. 13-2055; and,

WHEREAS, on October 22, 2014, City Council authorized the purchase of 137 squad cars for Police by Resolution No. 14-1781; and,

WHEREAS, on March 25, 2015, City Council authorized a one-year master agreement for the purchase of eighty seven fleet vehicles and equipment, twenty fleet vehicles and equipment and one-hundred nine fleet vehicles and equipment by Resolution No. 15-0478; and,

WHEREAS, on June 17, 2015, City Council authorized the purchase of 105 squad cars for Police by Resolution No. 15-1231; and,

WHEREAS, on December 9, 2015, City Council authorized a one-year master agreement for the purchase of three hundred eighty five fleet vehicles and equipment by Resolution No. 15-2199;

NOW, THEREFORE,

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

**Section 1.** That the purchase of **(1)** five police motorcycles is authorized with Denton Harley-Davidson, LP dba American Eagle Harley-Davidson (VS0000003950) in the amount of \$120,355.40; and **(2)** seven compact sedans and one aerial bucket truck is authorized with Sam Pack's Five Star Ford (113696) in the amount of \$209,406.74 through the Texas SmartBuy (TXMAS) for a total amount not to exceed \$329,762.14.

#### March 23, 2016

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for five police motorcycles, seven compact sedans and one aerial bucket truck. If a written contract is required or requested for any or all of this purchase instead of individual purchase order s, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

**Section 3.** That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$329,762.14:

<u>Fund</u>	<u>Dept</u>	<u>Unit</u>	<b>Object</b>	<u>Amount</u>	Encumbrance
0598	EBS	E284	4740	\$120,355.40	POEBS00000124092
0598	EBS	E284	4740	\$ 66,591.28	POEBS00000124019
F441	MGT	1686	4740	\$ 49,943.46	POEBS00000124019
0412	DPD	6368	4740	\$ 92,872.00	POEBS00000124019

**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.

# BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize (1) the purchase of five police motorcycles - Denton Harley-Davidson, LP dba American Eagle Harley-Davidson in the amount of \$120,356, lowest responsible bidder of three; and (2) the purchase of seven compact sedans and one aerial bucket truck - Sam Pack's Five Star Ford in the amount of \$209,407 through the Texas SmartBuy (TXMAS) - Total not to exceed \$329,763 - Financing: 2007 Equipment Acquisition Contractual Obligation Notes (\$186,947), Confiscated Monies Funds (\$92,872) and Urban Area Security Grant Funds (\$49,944)

Denton Harley-Davidson, LP dba American Eagle Harley-Davidson is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Goods

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts Total non-local contracts	\$0.00 \$120,356.00	0.00% 100.00%
TOTAL CONTRACT	\$120,356.00	100.00%

#### LOCAL/NON-LOCAL M/WBE PARTICIPATION

#### Local Contractors / Sub-Contractors

None

### Non-Local Contractors / Sub-Contractors

None

#### **TOTAL M/WBE CONTRACT PARTICIPATION**

	<u>Local</u>	<u>Percent</u>	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

#### **AGENDA ITEM #11**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(S):

All

**DEPARTMENT:** 

**Business Development & Procurement Services** 

Water Utilities

CMO:

Jeanne Chipperfield, 670-7804

Mark McDaniel, 670-3256

MAPSCO:

N/A

#### **SUBJECT**

Authorize a three-year master agreement for various types of pressure reducing valves, parts and accessories - Hugh M. Cunningham, Inc. in the amount of \$215,000 and Municipal Valve & Equipment in the amount of \$155,000, lowest responsible bidders of two - Total not to exceed \$370,000 - Financing: Water Utilities Current Funds

#### **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.

This master agreement will allow for the purchase of various types of pressure reducing valves, parts and accessories. Pressure reducing valves are used for controlling and maintaining the pressure levels within the water system. The valves throttle the pressure of the inflowing water so that it comes out of the valve at a constant functional pressure. Higher pressures within the water main lines could rupture pipes, damage other equipment and cause possible injury to staff or a potential operational shut down. Water Utilities Department maintains approximately 5,000 miles of water mains throughout the water distribution system.

This solicitation was structured in a manner which required bidders to submit a response using discounts on parts to be ordered from manufacturer's catalogs. This bid resulted in an average percentage discount from manufacturer catalog of 25.00% compared to an average discount of 15.00% for the bid awarded in 2012.

# BACKGROUND (Continued)

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 211 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS 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, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

# PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 27, 2012, City Council authorized a three-year master agreement for various types of pressure reducing valves, parts and accessories by Resolution No. 12-1614.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

# **FISCAL INFORMATION**

\$370,000.00 - Water Utilities Current Funds

### **M/WBE INFORMATION**

- 31 Vendors contacted
- 31 No response
- 0 Response (Bid)
- 0 Response (No bid)
- 0 Successful vendor

#### 211 - M/WBE and Non-M/WBE vendors were contacted

The recommended awardees have fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

# **ETHNIC COMPOSITION**

#### Hugh M. Cunningham, Inc.

White Male	68	White Female	25
Black Male	5	Black Female	3
Hispanic Male	13	Hispanic Female	4
Other Male	1	Other Female	0

# **ETHNIC COMPOSITION (Continued)**

## Municipal Valve & Equipment

White Male	10	White Female	4
Black Male	0	Black Female	0
Hispanic Male	0	Hispanic Female	0
Other Male	0	Other Female	0

# **BID INFORMATION**

The following bids were received from solicitation number BM1604 and were opened on January 22, 2016. This master agreement is being awarded to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

<sup>\*</sup>Denotes successful bidders

<u>Bidders</u>	Address	<u>Amount</u>
*Hugh M. Cunningham, Inc.	2029 Westgate Drive Suite # 120 Carrollton, TX 75006	Multiple Lines
*Municipal Valve & Equipment	4547 Westgrove Drive Addison, TX 75001	Multiple Lines

### **OWNERS**

Hugh M. Cunningham, Inc.

Jim Ambery, President Dan Townsend, Vice President D'Lissa V. Cunningham, Secretary

### **Municipal Valve & Equipment**

David McGoonwin, President Randy Greene, Secretary/Treasurer

# **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

PROJECT: Authorize a three-year master agreement for various types of pressure reducing valves, parts and accessories - Hugh M. Cunningham, Inc. in the amount of \$215,000 and Municipal Valve & Equipment in the amount of \$155,000, lowest responsible bidders of two - Total not to exceed \$370,000 - Financing: Water Utilities Current Funds

Hugh M. Cunningham, Inc. and Municipal Valve & Equipment are local, non-minority firms, have signed the "Business Inclusion & Development" documentation, and propose to use their own workforce.

PROJECT CATEGORY: Goods

#### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	<u>Percent</u>
Total local contracts Total non-local contracts	\$370,000.00 \$0.00	100.00% 0.00%
TOTAL CONTRACT	\$370,000.00	100.00%

### LOCAL/NON-LOCAL M/WBE PARTICIPATION

Local Contractors / Sub-Contractors

None

Non-Local Contractors / Sub-Contractors

None

#### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	Local & Non-Local	Percent
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

WHEREAS, on June 27, 2012, City Council authorized a three-year master agreement for various types of pressure reducing valves, parts and accessories by Resolution No. 12-1614; and,

WHEREAS, on April 9, 2015, Administrative Action Nos. 15-5760 and 15-5761 authorized extension of the master agreement for six-months from June 27, 2015 to December 26, 2016;

NOW, THEREFORE,

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

**Section 1.** That a master agreement for the purchase of various types of pressure reducing valves, parts and accessories is authorized with Hugh M. Cunningham, Inc. (094131) in the amount of \$215,000.00 and Municipal Valve & Equipment (332290) in the amount of \$155,000.00 for a term of three years in a total amount not to exceed \$370,000.00.

**Section 2.** That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for various types of pressure reducing valves, parts and accessories. If a written contract is required or requested for any or all purchases for various types of pressure reducing valves, parts and accessories under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval 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 \$370,000.00 from Master Agreement number BM1604.

**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.

#### **REVISED AGENDA ITEM # 12**

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

**COUNCIL DISTRICT(S):** 

All

DEPARTMENT:

**Business Development & Procurement Services** 

Communication and Information Services

Police

CMO:

Jeanne Chipperfield, 670-7804 Mark McDaniel, 670-3256

Eric Campbell, 670-3255

MAPSCO:

N/A

#### **SUBJECT**

Authorize (1) supplemental agreement no. 1 to increase the acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage for the body worn camera system for Police in the amount of \$119,788, from \$825,034 to \$944,822; and (2) supplemental agreement no. 1 to increase the service contract for maintenance, support and cloud storage for the body worn camera system for Police in the amount of \$783,216, from \$2,912,536 to \$3,695,752 - Taser International - Total not to exceed \$903,004, from \$3,737,570 to \$4,640,574 - Financing: 2013 Urban Area Security Initiative Grant Funds (\$872,729) and Office of the Governor, Criminal Justice Division State Grant Funds (\$30,275)

#### **BACKGROUND**

This item will allow for the purchase and implementation of additional hardware and software for hosted cloud storage for the body worn camera system for Police. An agreement approved by City Council on May 27, 2015 by Resolution No. 15-1002 allowed for the purchase of 1,000 cameras. The agreement consisted of an initial purchase of 400 cameras and the remaining cameras were scheduled to be purchased 200 per subsequent year during a four year term. Consequently the purchase of the 600 cameras is being accelerated for immediate delivery and due to the acceleration of the purchase of these cameras additional cloud storage is now required. This agreement also provides four years and three months of maintenance and support of cameras purchased through this agreement. Maintenance includes patches, updates, technical support and compliance with state and federal requirements. The body worn cameras are utilized by patrol officers as part of their assigned personal gear. This increase will also provide for the purchase of 50 additional cameras through a grant accepted by City Council on November 12, 2014, by Resolution No. 14-1902.

# **BACKGROUND (Continued)**

Camera purchases, under this agreement also include:

- Battery
- Docking stations
- Infield viewing device
- USB charger and cable
- Unlimited cloud storage
- Management tools
- All supporting equipment, software and training

This agreement includes hardware upgrades to ensure technology remains current. The system is a fully hosted solution, requiring a minimum number of City personnel for support. All storage space required for video, recovery of video, back up of video and security is handled by the vendor as a part of this turnkey solution.

Through the vendor's hosted solution, officers will be able to upload video to a cloud based solution. The system includes redaction capabilities that provides efficiency related to records requests.

The utilization of body worn cameras will benefit the City by:

- Enhancing the public's confidence in the Police department by increasing transparency and displaying a willingness to record Police actions
- Safeguarding citizens and officers against false allegations.
- Improve evidence collection/preservation and aid in the prosecution of criminal cases

This supplemental meets the wage floor rate of \$10.37 approved by City Council on November 10, 2015, by Resolution No. 15-2141.

# PRIOR ACTION/REVIEW (COUNCIL BOARDS, COMMISSIONS)

On November 12, 2014, City Council authorized acceptance of the 2014 Homeland Security Grant from the Department of Homeland Security, which includes the Urban Area Security Initiative and the State Homeland Security Grant Program to provide funding for equipment acquisition, planning and training activities to enable the City to respond to natural and man-made disasters for the period September 1, 2014 through June 30, 2016; and execution of the grant agreement by Resolution No. 14-1902.

On May 11, 2015, the Public Safety Committee was briefed.

On May 26, 2015, the Public Safety Committee was briefed.

# PRIOR ACTION/REVIEW (COUNCIL BOARDS, COMMISSIONS) (Continued)

On May 27, 2015, City Council authorized an acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage body worn camera system for Police and a five-year service contract for maintenance and support for the body worn camera system by Resolution No. 15-1002.

On February 24, 2016, City Council authorized an application for and acceptance of two Body-Worn Camera Program Grants from the Office of the Governor's Criminal Justice Division to be used to purchase body-worn cameras and related accessories for a period of one year from the execution of the grant agreements by Resolution No. 16-0384.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

### FISCAL INFORMATION

\$903,004.00 \$872,729.00 - 2013 Urban Area Security Initiative Grant Funds \$30,275.00 - Office of the Governor, Criminal Justice Division State Grant Funds

# **ETHNIC COMPOSITION**

# Taser International

White Male	230	White Female	139
Black Male	7	Black Female	1
Hispanic Male	32	Hispanic Female	58
Other Male	22	Other Female	16

#### **OWNER**

#### **Taser International**

Luke Larson, President Josh Isner, Vice President

# BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY

PROJECT: Authorize (1) supplemental agreement no. 1 to increase the acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage for the body worn camera system for Police in the amount of \$119,788, from \$825,034 to \$944,822; and (2) supplemental agreement no. 1 to increase the service contract for maintenance, support and cloud storage for the body worn camera system for Police in the amount of \$783,216, from \$2,912,536 to \$3,695,752 - Taser International - Total not to exceed \$903,004, from \$3,737,570 to \$4,640,574 - Financing: 2013 Urban Area Security Initiative Grant Funds (\$872,729) and Office of the Governor, Criminal Justice Division State Grant Funds (\$30,275)

Taser International is a non-local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce.

PROJECT CATEGORY: Other Services

# LOCAL/NON-LOCAL CONTRACT SUMMARY - THIS ACTION ONLY

	<u>Amount</u>	Percent
Local contracts Non-local contracts	\$0.00 \$903,004.00	0.00% 100.00%
TOTAL THIS ACTION	\$903,004.00	100.00%

#### **LOCAL/NON-LOCAL M/WBE PARTICIPATION THIS ACTION**

#### **Local Contractors / Sub-Contractors**

None

#### Non-Local Contractors / Sub-Contractors

None

#### **TOTAL M/WBE PARTICIPATION**

	This	Action	Participation to Date	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

WHEREAS, on November 12, 2014, City Council authorized acceptance of the 2014 Homeland Security Grant from the Department of Homeland Security, which includes the Urban Area Security Initiative and the State Homeland Security Grant Program to provide funding for equipment acquisition, planning and training activities to enable the City to respond to natural and man-made disasters for the period September 1, 2014 through June 30, 2016; and execution of the grant agreement by Resolution No. 14-1902; and,

WHEREAS, on May 27, 2015, City Council authorized an acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage body worn camera system for Police and a five-year service contract for maintenance and support for the body worn camera system by Resolution No. 15-1002; and,

WHEREAS, on February 24, 2016, City Council authorized an application for and acceptance of two Body-Worn Camera Program Grants from the Office of the Governor's Criminal Justice Division to be used to purchase body-worn cameras and related accessories for a period of one year from the execution of the grant agreements by Resolution No. 16-0384;

# NOW, THEREFORE,

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

**Section 1.** That following approval as to form by the City Attorney, the City Manager is hereby authorized to execute (1) supplemental agreement no. 1 to increase the acquisition contract for the purchase and implementation of software and hardware for a hosted cloud storage for the body worn camera system for Police in the amount of \$119,788.00, from \$825,034.00 to \$944,822.00; and (2) supplemental agreement no. 1 to increase the service contract for maintenance, support and cloud storage for the body worn camera system for Police in the amount of \$783,216.00, from \$2,912,536.00 to \$3,695,752.00 with Taser International (517440) in a total amount not to exceed \$903,004.00, increasing the acquisition and service contract amount from \$3,737,570.00 to \$4,640,574.00.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$903,004.00 (subject to annual appropriations) from Service Contract number MASC PX2181CR16F16.

**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 resolved.

#### **AGENDA ITEM # 19**

**KEY FOCUS AREA:** 

Public Safety

**AGENDA DATE:** 

March 23, 2016

**COUNCIL DISTRICT(S):** 

All

**DEPARTMENT:** 

Fire

CMO:

Eric Campbell, 670-3255

MAPSCO:

N/A

#### **SUBJECT**

Authorize Supplemental Agreement No. 1 with Digital Sandbox (a wholly owned subsidiary of Haystax Technology, Inc.) through the U. S. General Services Administration to increase the acquisition contract for the purchase and installation of additional modules and components to enhance the pre-incident planning database - Not to exceed \$306,575, from \$374,650 to \$681,225 - Financing: U. S. Department of Homeland Security Grant Funds

# **BACKGROUND**

This Supplemental Agreement No. 1 with Digital Sandbox, (a wholly owned subsidiary of Haystax Technology, Inc.) through the U. S. General Services Administration will allow for an increase in the purchase and installation of the pre-incident planning database for Fire-Rescue. Police, Fire-Rescue and the Office of Emergency Management are expanding their regional Critical Infrastructure Protection and Risk program. This acquisition will enhance this endeavor by enhancing the capabilities of the current database.

#### This purchase:

- Will create an ability to export an assessment from the database. The data about a particular property can then be updated by the property representative and imported back into the system.
- Will allow for emergency personnel to visualize fire hydrants on the map.
- Will allow for improved reporting, including the use of images in reports.
- Will make Tier II Hazardous Materials reports available to first responders.
- Will allow for program management including reporting based on divisions, districts and shifts; and assignment of assessments to specific individuals.

The vendor will also provide all training to designated Fire-Rescue personnel in the use of the database.

# PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 12, 2014, Council authorized an acquisition contract for the purchase and installation of pre-incident planning database with one year of maintenance/support and a three year service contract by Resolution No. 14-1878.

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

# **FISCAL INFORMATION**

\$306,575 - U. S. Department of Homeland Security Grant Funds

# **ETHNIC COMPOSITION**

#### Haystax, Inc.

White Male	31	White Female	9
Black Male	1	Black Female	0
Hispanic Male	1	Hispanic Female	0
Other Male	3	Other Female	6

#### **OWNER**

#### Haystax, Inc.

William B. Van Vleet, Chief Executive Officer/President Bryan S. Ware, Chief Technology Officer
James E. Doyle, Chief Financial Officer/Secretary

#### March 23, 2016

WHEREAS, on November 12, 2014, City Council authorized an acquisition contract for the purchase and installation of pre-incident planning database with one year of maintenance/support and a three year service contract by Resolution No. 14-1878.

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

**Section 1.** That the City Manager is hereby authorized to execute Supplemental Agreement No. 1 to increase the acquisition contract for the purchase and installation of additional modules and components to enhance pre-incident planning database with Digital Sandbox (a wholly owned subsidiary of Haystax Technology, Inc.), (VC13665) through the U.S. General Services Administration, in an amount not exceed \$306,575 from \$374,650 to \$681,225, upon approval as to form by the City Attorney.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds from the following appropriations in an amount not to exceed \$306,575.00.

<u>FUND</u>	<u>DEPT</u>	<u>UNIT</u>	<u>OBJ</u>	<u>AMOUNT</u>	<b>ENCUMBRANCE</b>
F441	MGT	1686	4735	\$178,000.00	MGTDFDER00-2
F479	MGT	1818	4735	\$128,575.00	MGTDFDER00-3

**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 ITEM #48**

**KEY FOCUS AREA:** 

Clean, Healthy Environment

**AGENDA DATE:** 

March 23, 2016

**COUNCIL DISTRICT(S):** 

All

**DEPARTMENT:** 

**Business Development & Procurement Services** 

CMO:

Jeanne Chipperfield, 670-7804

MAPSCO:

N/A

### **SUBJECT**

Execute the casting of lots to identify the recommended vendor resulting from tie bids on lines 74, 83, 86, 92 and 97 for bid BA1601 for a three-year master agreement for the purchase of herbicides and pesticides - Winfield Solutions LLC, BWI Dallas/Ft. Worth, N-Gulf, LLC dba Ameriturf, Helena Chemical Company and Rentokil North America, Inc. dba Target Specialty Products - Financing: This action has no cost consideration to the City

### **BACKGROUND**

This action is not intended to make an award, but to execute the casting of lots to identify a vendor for each of the lines for which the City has received identical bids. This process is being executed in accordance with Texas Local Government Code, Section 271.901. This section of the Texas local Government Code states, in part:

- The municipality must select from the identical bids by the casting of lots
- The casting of lots must be in the presence of the governing body of the municipality
- If one of the bidders submitting an identical bid is a resident of the municipality, the municipality must select that bidder

This particular solicitation resulted in identical bids from vendors located outside the city limits.

Once the vendor(s) are selected for each line by a casting of lots, a recommendation will be presented to the City Council for award on April 27, 2016.

# **BID INFORMATION**

The following bids were received from solicitation number BA1601 and were opened on November 13, 2015. This master agreement will be awarded by line.

Bidders	Address	Tie Bid Lines
Winfield Solutions LLC	1221 Champion Circle #107 Carrollton, TX 75006	Lines 74, 83, 86 and 92
BWI Dallas/Ft. Worth	1418 Upfield Rd. Carrollton, TX 75006	Lines 86, 92 and 97
N-Gulf, LLC dba Ameriturf	1874 Highway 77 South Italy, TX 76651	Line 74
Helena Chemical Company	225 Schilling Blvd. Suite 300 Gollierville, TN 38017	Line 83 and 97
Rentokil North America, Inc. dba Target Specialty Products	920 S. Freeport Pkwy. Coppell, TX 75019	Line 86 and 92

# **OWNERS**

### Winfield Solutions LLC

Chris Policinski, President Dan Knutson, Vice President

#### BWI Dallas/Ft. Worth

Jim Bunch, President Robert Bunch, President Mike Mize, Vice President

# N-Gulf, LLC dba Ameriturf

George Scruggs, President Jordon Droll, Vice President

### **Helena Chemical Company**

Mike McCarty, President Dave Thomas, Vice President

# **OWNERS (Continued)**

Rentokil North America, Inc. dba Target Specialty Products

John Myers, President Todd Ferguson, Vice President

#### **ADDENDUM ITEM #1**

**KEY FOCUS AREA:** 

**Economic Development** 

AGENDA DATE:

March 23, 2016

COUNCIL DISTRICT(S):

3

**DEPARTMENT:** 

Aviation

CMO:

Ryan S. Evans, 671-9837

MAPSCO:

63L

### **SUBJECT**

Authorize a thirty-year lease with two five-year renewal options with Development & Construction Service, LLC for approximately 2.11 acres (91,700 sq. ft.) of land at Dallas Executive Airport for the development of aviation related hangar space - Estimated Revenue: \$228,333 (over the first ten years of the lease)

# **BACKGROUND**

This item is on the addendum to allow sufficient time to finalize the lease terms with the tenant.

The Department of Aviation has long desired to see the expansion and further development of Dallas Executive Airport ("DEA"). The airport currently has 400 acres of undeveloped land for aviation use. Hangar development at the airport will benefit the City of Dallas, as it will offer more clients access to an underutilized asset in the southern sector of Dallas.

Under the DEA Masterplan, DEA is currently completing: (1) A runway expansion, which will be completed in the fall of 2016; (2) Revising the minimum standards for airport development and operations, which will bring about a higher quality and standard for tenant operations at the airport; and (3) An increase in the prevailing lease rental rates for all future developments and lease agreements, which was recently approved on February 24, 2016, by Resolution No. 16-0324.

The proposed lease agreement with Development & Construction Service, LLC will be a catalyst for new economic growth at DEA as the completion of the first (1<sup>st</sup>) phase of this hangar development will coincide with the completion of the new runway extension.

# PRIOR ACTION / REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

# **FISCAL INFORMATION**

\$228,333.00 - Estimated Revenue (over the first ten-year period)

# <u>OWNER</u>

**Development & Construction Service, LLC** 

Robby Rahmani, President

WHEREAS, the City of Dallas owns that certain airport in Dallas more commonly known as Dallas Executive Airport; and

WHEREAS, the Department of Aviation desires to lease approximately 2.11 acres (91,700 sq. ft.) of land to Development & Construction Service, LLC for aviation related hanger development space.

Now, Therefore,

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

**Section 1.** That the City Manager, upon approval as to form by the City Attorney, is hereby authorized to execute a lease agreement with Development & Construction Service, LLC ("DCS") for approximately 2.11 acres (91,700 sq. ft.) of land at Dallas Executive Airport.

Section 2. That the key terms and conditions of the lease are:

- (a) The lease shall be for a term of thirty (30) years with two (2) five-year (5) renewal options.
- (b) The ground lease rental rate shall commence at \$0.13 per sq. ft. in year one of the lease with an annual increase of \$0.034 beginning in year two until it reaches the airport's prevailing lease rate of \$0.30 (beginning in year six).
- (c) The lease rate shall remain at \$0.30 for years six through ten and shall escalate beginning in year eleven and every five (5) years thereafter determined by the percentage increase in the appraised market value over the previous five-year period. In any case, no single escalation in the ground lease rate shall exceed 10% of the previous ground lease rate.
- (d) DCS will develop and construct this aviation related hangar development in three (3) phases over the initial five-year (5) period of the lease agreement (in accordance with attached Exhibits A and B).

**Section 3.** That the Chief Financial Officer is hereby authorized to deposit all revenues received to: Aviation Operating Fund 0130; Dept. AVI; Unit 7725; Revenue Source 7814.

**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.

#### ADDENDUM ITEM # 4

**KEY FOCUS AREA:** 

E-Gov

**AGENDA DATE:** 

March 23, 2016

COUNCIL DISTRICT(S):

All

DEPARTMENT:

**Business Development & Procurement Services** 

City Controller

CMO:

Jeanne Chipperfield, 670-7804

**MAPSCO:** 

N/A

## SUBJECT

Authorize a consulting contract for actuarial services related to the Dallas Police and Fire Pension System - Deloitte Consulting, LLP, most advantageous proposer of four - Not to exceed \$249,500 - Financing: Current Funds (subject to appropriations)

### **BACKGROUND**

This item was placed on the addendum to allow for an immediate actuarial review of the public safety pension plans.

This consulting contract allows for an actuarial review and recommendations for changes to the City's public safety employee retirement benefits program. Under this agreement the awarded firm will:

- Evaluate the current benefits and contributions provided to the Police and Fire pension system
- Analyze the benefits based on current economic conditions relative to labor market indicators
- Report on whether changes to the assumptions or methodologies would increase the reliability of information
- Recommend at least three options to address any predicted funding shortfalls
- Provide a detailed analysis on recommended plan amendments for further consideration

The full scope of work is dependent upon many factors, including the level of assistance provided by the Dallas Police and Fire Pension System, the types and number of benefit changes proposed by the firm, and the firm's opinion regarding the adequacy of assumptions used by the Pension System.

Due to the work required, this contract does not include the City's usual indemnification provisions and limits the consultant's professional liability.

# BACKGROUND (Continued)

A four member committee from the following departments reviewed and evaluated the proposals:

•	City Controller's Office	(1)
•	Office of Risk Management	(1)
•	Human Resources	(1)
•	Business Development and Procurement Services	(1)*

<sup>\*</sup>Business Development and Procurement Services only evaluated cost.

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

•	Cost	40%
•	Capability and expertise	30%
•	Approach and methodology	30%

As part of the solicitation process and in an effort to increase competition, Business Development and Procurement Services (BDPS) used its procurement system to send out 210 email bid notifications to vendors registered under respective commodities. To further increase competition, BDPS 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, notifications were sent by the BDPS' ResourceLINK Team (RLT) to 25 chambers of commerce, the DFW Minority Business Council and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

# PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

Information about this item will be provided to the Budget, Finance and Audit Committee on March 21, 2016.

# FISCAL INFORMATION

\$249,500.00 - Current Funds (subject to appropriations)

# **M/WBE INFORMATION**

- 40 Vendors contacted
- 40 No response
- 0 Response (Bid)
- 0 Response (No bid)
- 0 Successful

# 210 M/WBE and Non-M/WBE vendors were contacted

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

# **ETHNIC COMPOSITION**

### Deloitte Consulting, LLP

White Male	171	White Female	96
Black Male	5	Black Female	14
Hispanic Male	24	Hispanic Female	9
Other Male	254	Other Female	64

# PROPOSAL INFORMATION

The following proposals were received from solicitation number BHZ1606 and were read on February 26, 2016. This consulting contract is being awarded in its entirety to the most advantageous proposer.

<sup>\*</sup>Denotes successful proposer

<u>Proposers</u>	Address	<u>Score</u>
*Deloitte Consulting, LLP	2200 Ross Ave. Suite 1600 Dallas, TX 75201	86.29%
Gallagher Benefit Services, Inc.	Two Pierce PI. Itasca, IL 60143	83.54%
Foster & Foster, Consulting Actuaries, Inc. dba Foster & Foster, Inc.	One Oakbrook Terrace Suite 720 Oakbrook Terrace, IL 60181	80.00%

# **PROPOSAL INFORMATION (Continued)**

Proposers	Address	<u>Score</u>
The Howard E. Nyhart Company, Inc.	8415 Allison Pointe Blvd. Suite 300 Indianapolis, IN 46250	66.24%

# **OWNER**

**Deloitte Consulting, LLP** 

Janet Footty, Chief Executive Officer

# **BUSINESS INCLUSION AND DEVELOPMENT PLAN SUMMARY**

PROJECT: Authorize a consulting contract for actuarial services related to the Dallas Police and Fire Pension System - Deloitte Consulting, LLP, most advantageous proposer of four - Not to exceed \$249,500 - Financing: Current Funds (subject to appropriations)

Deloitte Consulting, LLP is a local, non-minority firm, has signed the "Business Inclusion & Development" documentation, and proposes to use their own workforce. PROJECT CATEGORY: Other Services

### LOCAL/NON-LOCAL CONTRACT SUMMARY

	<u>Amount</u>	Percent
Total local contracts Total non-local contracts	\$249,500.00 \$0.00	100.00% 0.00%
TOTAL CONTRACT	\$249,500.00	100.00%

#### **LOCAL/NON-LOCAL M/WBE PARTICIPATION**

#### **Local Contractors / Sub-Contractors**

None

#### Non-Local Contractors / Sub-Contractors

None

#### TOTAL M/WBE CONTRACT PARTICIPATION

	<u>Local</u>	<u>Percent</u>	Local & Non-Local	<u>Percent</u>
African American	\$0.00	0.00%	\$0.00	0.00%
Hispanic American	\$0.00	0.00%	\$0.00	0.00%
Asian American	\$0.00	0.00%	\$0.00	0.00%
Native American	\$0.00	0.00%	\$0.00	0.00%
WBE	\$0.00	0.00%	\$0.00	0.00%
Total	\$0.00	0.00%	\$0.00	0.00%

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

**Section 1.** That the City Manager is authorized to execute a consulting contract with Deloitte Consulting, LLP (516612) for actuarial services related to the Dallas Police and Fire Pension System, in an amount not exceed \$249,500.00, upon approval as to form by the City Attorney. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Deloitte Consulting, LLP shall be based only on the amount of the services directed to be performed by the City and properly performed by Deloitte Consulting, LLP under the contract.

**Section 2.** That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$249,500.00 (subject to appropriations) from Consulting Contract number MASC-CCO-000000000381.

**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.