

Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Dangerous Dog Task Force**

In light of recent high-profile dog bite cases, the Department of Dallas Animal Services is conducting a review of current laws and administrative processes on how Dallas handles dogs who bite both humans and other animals. To assist in this review, Dallas' Animal Advisory Commission has established a task force. The task force has been underway evaluating current laws, understanding the specific issues, and gaining citizen input on this topic. Attached is an outline of the task force's work-plan, including its objective, time-line, members, and other pertinent information.

If you have any questions or concerns, please contact me, or Dallas Animal Services Director, Ed Jamison

A handwritten signature in blue ink, appearing to read 'Nadia Hardy'.

Nadia Chandler Hardy
Chief of Community Services

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
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M. Elizabeth Reich, Chief Financial Officer
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

Dangerous Dog Task Force Workplan

Objective: Evaluate laws and administrative processes regarding how Dallas handles animals, specifically dogs, who bite both humans and other animals. Provide recommendations for potential changes to amend City Code.

Issue: Current laws have become unclear and as a result, endanger public safety.

Workplan: Work cross collaboratively with AAC taskforce, comprised of committee members, staff, citizens in an effort to present recommendations to Committee and Council in June.

Timelines:

- January
 - Identify issues; Department notifies City Attorneys of current issues
 - Form review group (Animal Advisory Commission to form Task Force)
- February
 - Discuss, strategize with DAS, City Attorneys, Task Force, Stake holders
- February – May
 - Feb. 28th – Planning meeting at 5:30pm at Bank of America Plaza
 - March 19th – Public meeting at 12pm at Dallas Animal Services
 - April 24th – Public meeting at 3:30pm, City Hall L1FN Auditorium
 - May 1st – Public meeting at 3:30pm, City Hall L1FN Auditorium
- May
 - Task force presents recommendations to AAC (5/10/18)
- June
 - Department presents changes to Quality of Life, Arts and Culture on June 11th
 - Department take approved item to City Council on June 27th

Task Force Members:

Ryan McComber – Task Force Chair/AAC Member
ryan.mccomber@gmail.com

Hannah Camp – Task Force Member
hcamp9@gmail.com

Lissa Hansen – Task Force Member
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Raine Devries – Task Force Member
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Cherie Batsel – Task Force Member
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Ginger Everitt – Task Force Member
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Deborah Rodriguez – Task Force Member
debgcmologist@hotmail.com

Dangerous Dog Task Force Workplan

Detailed objectives/goals:

The Department of Animal Services' recommendation at this time for dangerous dog cases is to be determined by the Department, exactly as Texas State Law, Section 822.041 calls for:

(2) "Dangerous dog" means a dog that:

(A) makes an unprovoked attack on a person that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own; or

(B) commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.

- 822.041 is very clear; the City is not allowed to be in conflict of the law
- Legal owner of the animal has the opportunity to comply with the restrictions placed by the law and keep the animal
- The restriction will be enforceable throughout any jurisdiction in the State of Texas, thus stopping the movement of dangerous animals from one city to another without the dangerous designation
- Appeal provisions through the court system are clearly defined

Cases involving the State defined "Serious Bodily Injury," (822.001) will directly be brought to the court.

(2) "Serious bodily injury" means an injury characterized by severe bite wounds or severe ripping and tearing of muscle that would cause a reasonably prudent person to seek treatment from a medical professional and would require hospitalization without regard to whether the person actually sought medical treatment.

Additional recommendations from the Department for the task force's consideration include:

- Additional "Aggressive Dog Ordinance," that will address at large, unprovoked, animal to animal attacks
- Limit the number of Dangerous or Aggressive animals to not more than 1
- Clear language for seizure and disposition of any animal in violation of Dangerous/Aggressive laws
- Time limit to comply
- Public listing with pictures of registered Dangerous
- Placing a City Ordinance prohibiting an animal to bite

Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Economic Development & Housing Committee Housing Forum**

On Thursday, April 5, 2018 the Economic Development & Housing Committee held a special called meeting to host a Housing Policy Forum. The goal of the Housing Policy Forum was to provide constructive feedback on the draft of the [Comprehensive Housing Policy](#) which was presented to the [Economic Development & Housing Committee on March 19, 2018](#).

There were three presentations made; Opportunity Dallas, Apartment Association of Greater Dallas and North Texas Community Development Association which can be viewed [here](#). There was also open microphone time allocated and organizations including Dallas Area Habitat for Humanity, West Dallas1, Inclusive Communities Project and Texas Tenants' Union along with individual citizens provided their input on the draft policy.

The staff will continue to accept comments through April 13, 2018 close of business, on the presentations and the policy recommendations. The City Council will be briefed on a final Comprehensive Housing Policy Recommendations on May 2, 2018 and will consider it for a vote on May 9, 2018.

Thank you to everyone that was a part of the Housing Policy Forum. If you have any questions, please feel free to contact me.



Tennell Atkins
Councilmember, District 8

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
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Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **City Council Agenda Item #4 – April 11, 2018**

In response to questions raised regarding the above agenda item by some Council members as well those from the Economic Development & Housing Committee, please find the following information:

One of the major goals of the Department of Aviation is to attract corporate business aircraft and related businesses. This lease is intended to serve as a catalyst project to further that goal by developing the west side of Dallas Executive Airport in line with the City of Dallas' GrowSouth Plan. The total capital investment to develop the project is estimated at \$15.9M. The Department of Aviation has a responsibility to construct infrastructure that allows access to the runway, and since none exists on the west side of the airfield, it is necessary to begin the goal of expanding development of the airport. The \$4.1 million reimbursement for this access is part of the total project and is not an exclusive use as part of the lease. By way of example, the City constructed taxiway R, in advance of development and only recently approved new hanger development that was possible because Taxiway R provided airfield access.

The City's capital contribution to this development is \$3.5 million, with a lease revenue of \$5.6 million over the primary term of the lease resulting in a net direct return to the Department of Aviation of \$2.1 million. More importantly, Aviation is securing the amenity of a permanent aircraft maintenance and repair operation which will drive additional activity at Dallas Executive and create an additional twenty-five jobs, while relocating another forty jobs to the airport. The funding for this project is generated by non-airline revenues. Under the use and lease agreement the City has with the airlines, all revenues from commercial airline activities is dedicated to costs at Dallas Love Field and cannot be used at Dallas Executive. But for the Department's contribution, the development costs are too high for the project to be financially sound.

The main reason this development is more costly is because there is no existing infrastructure on the west side of the airport. Other developments have benefited from prior City investments that foster development, and since the Dallas Executive Master Plan identified the west side of the airport as an area with significant potential, this project is strategic in jump starting activity on the west side. Therefore, as a catalyst project, there are higher costs associated with breaking new ground, and the City's subsidy on the deal brings the development cost in line with the other hangar development at the airport.

While airport development projects have economic impact, they are not economic development due to the fact that the purpose of the Department of Aviation's primary purpose is to generate revenue for the system to support department activities.

The Department of Aviation uses many of the same decision criteria as are used in evaluating requests for City incentives. Since these developments ultimately are airport improvements, and the value of the improvements benefit the City, the yield curve on the City's investment in the project can be flat for an extended period. Because none of the property or improvements become private property, all investments benefit the airport over the long-term. Ultimately, this project is net revenue positive and brings significant and needed amenities to Dallas Executive which will help spur future development in the area.

Additionally, a question was asked regarding the term of the lease. It has been the experience of the Department in discussions with other airport developers and lenders that long-term leases are necessary for adequate payback of capital investment, since net profit margins on aviation projects is low. In analyzing the City's capital contribution to this project, it is based on the economics of the project so that it generates sufficient revenue to pay the cost of development.

By examples below, the most recent leases executed by the City for airport projects have had similar terms.

<u>Project</u>	<u>Council Approval</u>	<u>Primary Term</u>	<u>Options</u>	<u>Total</u>
Business Jet Access Lease consolidation	Dec. 2017	37 years	1-5 yr	42 years
DCS Aviation (DEA hangar development)	March 2016	30 years	2-5 yr	40 years
Braniff Centre – Commercial (Randall Reed development) 10yr rent abatement	Sept. 2015	39 years	3-10 yr	69 years
Braniff Centre – Aviation (Lincoln Properties & Blue Star development) 10yr rent abatement	Sept. 2015	39 years	3-10 yr	69 years
Commemorative Air Force (includes capital campaign match)	Dec. 2014	39 years	N/A	39 years

The Department also recently reviewed its lease activity and process with the City Attorney's Office and the Airports Compliance group of the Federal Aviation Administration to confirm that they were consistent with all FAA regulations and guidelines with respect to the leases and terms of leases.

By comparison, the market rates of Dallas Love Field and Dallas Executive Airport dictate what level of development expense can be incurred for the project to be financially feasible. The most recent hangar developments approved by City Council at Dallas Love Field and Dallas Executive have had development costs as follows:

<u>Project</u>	<u>Developer cost \$/sf</u>
Braniff Centre (Dallas Love Field)	\$52.34
DCS (Dallas Executive)	\$35-\$40
Proposed Project	
Without City Participation	\$51.60
With City Participation	\$36.30

The Department wants to ensure that there is clarity in its aviation development business practices and the deals recommended to the City Council are based on the economics of the unique market forces at both Dallas Love Field and Dallas Executive.

The most recent market rate study that was performed for the City last month shows the hangar rental rate for a development project such as this one at approximately \$4.00/sf - \$6.00/sf for hangar space with larger office spaces leasing for between \$5.00/sf - \$10.00/sf. At that level of revenue, the debt service coverage ratios are too low to support the funding of the project. **The goal of the City's investment is to "buy down" the rental rate necessary to entice the private investment.**

The 3-10 year options represent significant revenue to the airport. Each option would be mutually executed by the Lessee and the City, and will be at the prevailing rate for the improved property. The revenue estimate is \$5,995,078.20 per option period or \$17,985,234.60 total throughout all three options. Since the airport is required to be non-discriminatory in its leasing, all tenants pay the same prevailing rate on leased property. Whether the options are exercised by the tenant or a new tenant is sought, the revenue is identical.

The lease also provides a right of first refusal on the adjacent tract of land for the initial 10 years of the lease term. This limited right allows the developer to match any offer that the City may receive to lease and develop the same tract. Should the developer not be ready or able to match the proposed offer, the City will move forward with the initial offeror. The developer will also pay the City an additional \$500/month for the right. **This provision does not give any acquisition rights, nor does it prevent the airport from seeking additional development on those tracts.**

The Department completed its analysis of the financials consistent with prior development of previous aviation projects. Though not part of the project sizing and in response to questions raised regarding the rate of return to the developer, a more detailed underwriting analysis is being performed and should be available no later than Monday April 9, 2018. Staff will contact each Councilmember to discuss the underwriting analysis prior to Wednesday, April 11, 2018.

The action that Council will be taking on this project is to authorize the City Manager to execute the proposed lease. As a point of further clarification, the lease will not be executed until all final documents, including final loan approvals and loan documents, payment and performance bonds, equity partnership agreements, property surveys, certificates of insurance, and any other documents required by the City are received. Additionally, the City bears no risk as no City funds will be expended until all documentation has been provided and the project is fully completed. **The \$4.1 million in offsite improvements will not be reimbursed until those improvements are completed and accepted by the City. The \$3.5 million capital contribution will be paid in 2 installments after the final improvements are completed.**

Additional questions from Councilmembers with responses found below:

1. **Question:** When will the Instrument Landing System(ILS) be restored?

Answer: The installation of the equipment is scheduled to be completed by the end of June 2018 with the flight inspection review of the approaches July 18, 2018 – Aug 16, 2018, and the Flight Check TBD between July 18 – Aug 16, 2018 depending on weather and aircraft schedule. The approach procedures scheduled to be published by November 8, 2018.

2. **Question:** What is the status of the FBO and Facilities Management Services Contract?

Answer: The draft specifications have been completed and are under final review by the Department of Aviation and the Office of Procurement Services. The Request for Proposals(RFP) is scheduled to be issued by the end of April.

3. **Question:** Where else has the consultant that is drafting the FBO and Management Services RFP worked?

Answer: Airport Business Solutions has done aviation consulting work at over 50 airports across the country. They most recently have developed RFP's for Salt Lake City and Raleigh Durham airports.

4. **Question:** What is the current number of employees at Dallas Executive, and what does this potential increase in employees represent as a percentage increase?

Answer: There are currently 107 private jobs at DEA (89 Full-Time & 18 Part-Time) according to a recent TxDot survey. The relocation of the proposed tenant is bringing 65 jobs (40 relocation + 25 new jobs) a 61% increase in private employment.

5. **Question:** Please provide the dates of Mr. Rodney Burchfield's employment with the City of Dallas and a description of the projects he worked on, including explicitly discussing any work he did with or for the Aviation Department. Please indicate which current City of Dallas employees at Aviation he worked with as a City of Dallas employee.

Answer: Mr. Burchfield worked in Human Resources Department beginning in August 2010 prior to joining the Economic Development Department (EDD) in January 2013. He left the City in September 2015. As a Senior Coordinator for the department he worked on various real estate projects for both Dallas Executive and Dallas Love field. Current City employees in Aviation who worked with Mr. Burchfield include the department executives, the staff of the real estate division, as well as finance and accounting staff.

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SUBJECT City Council Agenda Item #4 – April 11, 2018 - Page 5

Should you have any questions, please feel free to contact me or Mark Duebner, Director of Aviation.



Jo M. (Jody) Puckett
Assistant City Manager (Interim)

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
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Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT April 11, 2018 Agenda Item #47 – Correction Memo

SUBJECT

Please note the following corrections to the April 11, 2018 Agenda Item #47:

Authorize a Supplemental Agreement ~~No. 4~~ to the service contract with Real Time Transportation Corporation to continue to provide transportation services to medical appointments within the city of Dallas for low-to-moderate income seniors for the period ~~April March~~ 1, 2018 through September 30, 2018 - Not to exceed ~~\$90,000~~ ~~\$242,592~~, from \$190,000 to ~~\$280,000~~ ~~\$432,592~~ - Financing: General Funds (This item was deferred on February 28, 2018 and March 28, 2018)

BACKGROUND

On November 24, 2016, a Request for Competitive Sealed Proposal (RFCSP) was issued to solicit proposals for the Senior Medical Transportation Program (SMTP). As requested at the March 19, 2018 Human and Social Needs Committee meeting, a copy of this RFCSP is attached. On December 29, 2016, two proposals to implement SMTP were received and on January 11, 2017, Real Time Transportation, Inc. was selected as the successful proposer by the Senior Medical Transportation Program Selection Committee. On March 6, 2017, a service agreement was executed with the selected vendor. The contract began on March 7, 2017 and expired on February 28, 2018. The contract allowed for the City to exercise up to two consecutive one-year renewal terms.

On February 28, 2018, City Council considered an item to exercise the first renewal to extend the contract for seven months and to increase funding by \$242,592, based on a request from the vendor to increase the price per trip from \$27.50 to \$40.00 and the number of trips from 25 to 40 per day. The item was postponed for 30 days to allow staff to have follow up conversations with DART about the issue of senior medical transportation and stronger coordination of services. On March 28, 2018, City Council deferred this item to the April 11, 2018 City Council business meeting.

INTERGOVERNMENTAL PARTNERSHIP

On March 30, 2018, Nadia Chandler Hardy, Jessica Galleshaw, and Cobbie Ransom III from the Office of Community Care, Michael Rogers from the Department of Transportation, and Liz Cedillo-Pereira from the Office of Welcoming Communities and Immigrant Affairs had a productive meeting with DART representatives, Michael Miles, Todd Plesko, Tammy Haenftling, and Kendra Bullard. The delegation discussed the current SMTP and learned more about existing DART paratransit offerings as well as new “on demand” programming under development. Together with DART, staff have identified over 200 SMTP clients who are currently qualified for DART’s paratransit program and

DATE April 6, 2018
SUBJECT April 11, 2018 Agenda Item #47 – Correction Memo

have initiated a notification to transition those clients to DART. Over the next 5 months, staff will work with existing program participants to qualify for DART's paratransit program and will provide subsidy support for those seniors who may have an income restriction. Staff will also conduct monthly tracking and verification assessments to ensure the City's transportation program is indeed a program of last resort.

On Monday, April 2, 2018, the Office of Community Care (OCC) provided a briefing on the SMTP to the Human and Social Needs Council Committee. The presentation included an overview of the City's program, cost comparisons to paratransit services offered by DART, and recommendations to extend the City's program under the existing scope of work and original negotiated budget. Staff also provided an update on its discussions with DART and plans to move forward with the development of a mobility management strategy. The committee moved to approve the extension of the existing contract under current terms to September 30, 2018, with a follow up briefing on June 18, 2018 to provide an update on the status of transitioning the remaining clients to DART programming and an overview of the mobility management strategy plan for FY19.

CONTRACT TERMS

The extension of the contract calls for Real Time Transportation, Inc. to continue to provide transportation services for the Senior Medical Transportation Program. Contract provisions include:

- Cost not to exceed ~~\$90,000~~ ~~\$242,592~~
- ~~25~~ 40 trips per day, 5 days a week, for ~~6~~ 7 months (~~April~~ March 1, 2018 - September 30, 2018)
- Door to door service
- Vehicles to accommodate ambulatory and wheelchair clients
- Expanded hours of operation from 7:00 a.m. to 6:00 p.m.
- One caregiver can accompany client at no cost
- Dedicated dispatch by Real Time Transportation for SMTP clients
- The program will service city of Dallas residents and transport to medical facilities only

ISSUE

The City of Dallas SMTP is intended to be a program of last resort for seniors who are not able to drive themselves to and from their medical appointments. In the year since contracting the program out to Real Time Transportation, Inc., staff has seen an unexpected increase in participation in the program. Staff has identified that the client base for this program likely overlaps with the client base for DART fixed-route and paratransit programming, which may contribute to program duplication. DART paratransit fees as well as a 21-day approval process may contribute to seniors electing to participate in SMTP instead. Staff will transition as many clients as possible to existing DART programming, offering paratransit coupons and transit vouchers as needed. The first round of notifications to the 200 identified DART paratransit eligible clients will be sent on Monday, April 9, 2018. To ensure that the SMTP is a last mile option for seniors, staff is

DATE April 6, 2018
SUBJECT April 11, 2018 Agenda Item #47 – Correction Memo

working with DART to verify eligibility status for the remaining current clients and new applicants.

Additionally, the City's procurement process requires contract renewals and extensions to adhere to the original scope of work and to the original terms of the agreement. Staff will issue a new RFCSP for FY19 if it is determined to be needed.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSION)

On February 8, 2017, City Council authorized a one-year service contract, with two one-year renewal options, with Real Time Transport Corporation to provide transportation services to medical appointments within the City of Dallas for low-and moderate-income seniors by Resolution No. 17-0298.

On February 28, 2018, this item was deferred by Councilmember Sandy Greyson.

On March 28, 2018, this item was deferred by Councilmember Casey Thomas, II.

On April 2, 2018, the Human and Social Needs Committee approved the extension of the existing contract under current terms to move forward to full City Council for approval.

FISCAL INFORMATION

General Funds - \$90,000 ~~\$242,592~~

DATE April 6, 2018
SUBJECT April 11, 2018 Agenda Item #47 – Correction Memo

Resolution

WHEREAS, on September 21, 2016, City Council authorized funds for the Senior Medical Transportation Program (SMTP) by Resolution No. 16-1526; and

WHEREAS, on November 24, 2016, a Request for Competitive Sealed Proposal was issued to solicit proposers for the SMTP; and

WHEREAS, on December 29, 2016, two proposals to implement the SMTP were received; and

WHEREAS, on January 11, 2017, Real Time Transportation Corporation was selected as the successful proposer by the SMTP Selection Committee; and

WHEREAS, on February 8, 2017, City Council authorized a one-year service contract, with two one-year renewal options, with Real Time Transportation Corporation to provide transport services to medical appointments within the city of Dallas for low-to-moderate income seniors by Resolution No. 17-0298.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign a Supplemental Agreement ~~No. 4~~ to the service contract with Real Time Transportation Corporation, approved as to form by the City Attorney, to continue to provide transportation services to medical appointments within the city of Dallas for low-to-moderate income seniors for the period ~~April~~ March 1, 2018 through September 30, 2018, in an amount not to exceed \$90,000 ~~\$242,592~~, from \$190,000 to \$280,000 ~~\$432,592~~.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$90,000 ~~\$242,592~~ to Real Time Transportation Corporation from General Fund, Fund 0001, Department MGT, Unit 4297, Object 3070, MASCTTRANS, Vendor VS93434.

SECTION 3. That this contract is designated as Contract No. MGT-2018-00005182.

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.

DATE April 6, 2018
SUBJECT April 11, 2018 Agenda Item #47 – Correction Memo

Please contact me if you have any questions or require any additional information.



Nadia Chandler-Hardy
Chief of Community Services

[Attachment]

c: Honorable Mayor and Members of City Council	Jo M. (Jody) Puckett, Assistant City Manager (Interim)
T.C. Broadnax, City Manager	Jon Fortune, Assistant City Manager
Larry Casto, City Attorney	Joey Zapata, Assistant City Manager
Craig D. Kinton, City Auditor	M. Elizabeth Reich, Chief Financial Officer
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Daniel F. Solis, Administrative Judge	Theresa O'Donnell, Chief of Resilience
Kimberly Bizer Tolbert, Chief of Staff to the City Manager	Directors and Assistant Directors
Majed A. Al-Ghafry, Assistant City Manager	

REVISED AGENDA ITEM # 47

AGENDA DATE: April 11, 2018
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Community Care
CMO: Nadia Chandler Hardy, 670-1611
MAPSCO: N/A

SUBJECT

Authorize a Supplemental Agreement ~~No. 4~~ to the service contract with Real Time Transportation Corporation to continue to provide transportation services to medical appointments within the city of Dallas for low-to-moderate income seniors for the period ~~April~~ ~~March~~ 1, 2018 through September 30, 2018 - Not to exceed ~~\$90,000~~ ~~\$242,592~~, from \$190,000 to ~~\$280,000~~ ~~\$432,592~~ - Financing: General Funds (This item was deferred on February 28, 2018 and March 28, 2018)

Total amount: \$90,000.00 ~~\$242,592.00~~ Cost consideration to the City
Funding types: GENERAL FUNDS

BACKGROUND

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On February 28, 2018, City Council considered an item to exercise the first renewal to extend the contract for seven months and to increase funding by \$242,592, based on a request from the vendor to increase the price per trip from \$27.50 to \$40.00 and the number of trips from 25 to 40 per day. The item was postponed for 30 days to allow staff to have follow up conversations with DART about the issue of senior medical transportation and stronger coordination of services. On March 28, 2018, City Council deferred this item to the April 11, 2018 City Council business meeting.

INTERGOVERNMENTAL PARTNERSHIP

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- Dedicated dispatch by Real Time Transportation for SMTP clients
- The program will service city of Dallas residents and transport to medical facilities only

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Additionally, the City's procurement process requires contract renewals and extensions to adhere to the original scope of work and to the original terms of the agreement. Staff will issue a new RFCSP for FY19 if it is determined to be needed.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSION)

On February 8, 2017, City Council authorized a one-year service contract, with two one-year renewal options, with Real Time Transport Corporation to provide transportation services to medical appointments within the City of Dallas for low-and moderate-income seniors by Resolution No. 17-0298.

On February 28, 2018, this item was deferred by Councilmember Sandy Greyson.

On March 28, 2018, this item was deferred by Councilmember Casey Thomas, II.

On April 2, 2018, the Human and Social Needs Committee approved the extension of the existing contract under current terms to move forward to full City Council for approval.

FISCAL INFORMATION

General Funds - ~~\$90,000~~ ~~\$242,592~~

Resolution

WHEREAS, on September 21, 2016, City Council authorized funds for the Senior Medical Transportation Program (SMTP) by Resolution No. 16-1526; and

WHEREAS, on November 24, 2016, a Request for Competitive Sealed Proposal was issued to solicit proposers for the SMTP; and

WHEREAS, on December 29, 2016, two proposals to implement the SMTP were received; and

WHEREAS, on January 11, 2017, Real Time Transportation Corporation was selected as the successful proposer by the SMTP Selection Committee; and

WHEREAS, on February 8, 2017, City Council authorized a one-year service contract, with two one-year renewal options, with Real Time Transportation Corporation to provide transport services to medical appointments within the city of Dallas for low-to-moderate income seniors by Resolution No. 17-0298.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to sign Supplemental Agreement No. 1 to the service contract with Real Time Transportation Corporation, approved as to form by the City Attorney, to continue to provide transportation services to medical appointments within the city of Dallas for low-to-moderate income seniors for the period March 1, 2018 through September 30, 2018, in an amount not to exceed \$242,592, from \$190,000 to \$432,592.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$242,592 to Real Time Transportation Corporation from General Fund, Fund 0001, Department MGT, Unit 4297, Object 3070, MASCTTRANS, Vendor VS93434.

SECTION 3. That this contract is designated as Contract No. MGT-2018-00005182.

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.

**Specification for
Department of Housing/Community Services Office of Senior Affairs
Senior Medical Transportation Program (SMTP)
BTZ1707**

INTENT

The City of Dallas (the "City") is now soliciting proposals from qualified transportation companies to provide transportation services for the City's Senior Medical Transportation Program (SMTP). This proposal will be awarded to the most qualified and responsive proposer.

The City of Dallas Senior Medical Transportation Program provides transport services to and from scheduled medical appointments within the City limits for low- to moderate-income seniors aged 60 who reside within the City of Dallas as follows:

Low and Moderate Income: Individuals and/or households whose income is equal to or less than the Section 8 low-income limits established by HUD. As of March 28, 2016, the limits are:

Family Size	Extremely Low (30%)	Low-Income (50%)	Moderate Income (80%)
1	\$15,050	\$25,100	\$40,150
2	\$17,200	\$28,700	\$45,900
3	\$19,350	\$32,300	\$51,650
4	\$21,500	\$35,850	\$57,350
5	\$23,250	\$38,750	\$61,950
6	\$24,950	\$41,600	\$66,550
7	\$26,700	\$44,500	\$71,150
8	\$28,400	\$47,350	\$75,750
9	\$30,100	\$50,200	\$80,300

Zip codes within the City of Dallas include: 75201-75212, 75214-75238, 75240-75254, 75258, 75260-75267, 75270, 75275, 75277, 75283-75287, 75301, 75303, 75310, 75312-75313, 75315, 75320, 75323, 75326, 75334, 75336, 75339-75340, 75342-75344, 75354-75360, 75367-75368, 75370-75374, 75376, 75378-75382, 75387, 75389-75394:

Currently, this program is implemented in-house. It is the City's intent to procure a qualified transportation company to provide this service for the City.

To successfully operate transportation services between senior residences and medical facilities within the City of Dallas, transportation companies responding to this RFP should be capable of providing the necessary vehicles, trained and qualified drivers, maintenance, gas and insurance. The selected bidder will also be responsible for scheduling, dispatching, generating reports documenting ridership and daily trip logs and schedules. The City shall be responsible for

administering the SMTP contract, determining client eligibility for program participation, and receiving and responding to complaints from program participants.

The City of Dallas has allocated up to **\$180,000** in General Funds for FY 2016-17 to implement the Senior Medical Transportation Program. Through this solicitation, the City of Dallas seeks to retain profession transportation services from the respondent that can provide the highest level of service to the City's senior program participants within the allocated budget.

CONTRACT TERM

The initial contract term shall commence after the date of the award of this contract and will end on September 30, 2017. Funding may be renewed for two additional one-year terms. The decision to renew or extend will rest solely with the City and will depend upon available funding and satisfactory performance by the organization under this or other city contracts, depending on funding, the City's financial commitment for each contract period may be decreased, increased, or eliminated.

EVALUATION CRITERIA

Negotiations will be held with proposers whose proposal is determined to be responsive and ranked the most qualified based on the evaluation factors set forth.

Based on the responses, selected proposer may be invited to an oral interview before the Evaluation Committee. Proposer selected may be invited to orally present his/her written proposal; a question and answer period will follow the presentation. The place and time for each presentation/interview will be included in the invitation.

A comprehensive, fair, and impartial evaluation will be made of all proposals received in response to this RFCSP. Each proposal received will be analyzed to determine overall qualifications under the RFCSP.

Subsequent to receipt and evaluation of proposals and completion of interviews, the City reserves the right to reject any or all proposals and to waive minor informalities and irregularities in proposals received and re-solicit as necessary.

Evaluation criteria will be based on the following:

Information to be submitted with Proposal

Capability & Expertise (40%)

- Include your firm's understanding of the work to be performed. In addition, state why your firm believes itself to be best qualified to perform the services requested. Also, state the Management Contact (representative authorized to sign as agreement for your firm) and project Manager (person responsible for the day-to-day management of the project)
 - Complete and Summary Sheet included in Attachment 3

- Define your firm's qualifications as a business entity, past performance, and experience in providing transportation services in general, and if applicable, transportation services for seniors. Also, provide a staffing plan for service delivery (drivers), day-to-day project management, dispatch and reporting. Your firm's capacity to implement the SMPT should also be discussed

Each proposer must include the following references:

- List transportation services performed as the prime consultant in the last five years. Provide the name of the organization, names and telephone numbers of contact personnel, and the dates of service(s) provided
- List transportation services performed as the prime consultant in the last three years where contract services were terminated. Provide the name of the organization, names and telephone numbers of contact personnel , and the dates of service(s) provided

Overall Approach & Methodology (30%)

- Describe the work plan that will achieve the stated objectives outlined in the RFCSP for:
 - Scope of Work; and
 - Project Management
- Describe your plan to meet the Reporting Requirements outlines in this RFCSP.
 - Provide a copy of the monthly report the Proposer would submit to the City of Dallas

Cost (30%)

- Your proposal should include a **Fee per Trip** for providing the services outlined in the Scope of Work.
 - Complete the worksheet in Attachment 2 and attach as your submission for this Ranking factor

Total maximum points = 100

SCOPE OF WORK

The successful vendor will operate the City's SMTP and be required to provide transportation services for medical appointment to seniors aged 60 and above residing within the City of Dallas.

Transportation services are to be provided between senior residences and medical appointment facilities within the limits of the city of Dallas. All Services are to be provided within the city of Dallas.

The transportation service is to be provided door-to-door

The transportation service is to be provided for both ambulatory and wheelchair clients.

The vendor shall provide a minimum of three (3) vehicles and/or enough vehicles capable of transporting up to 25 trips per day. The vendor shall seek approval from the City of Dallas for trip overages exceeding 20% (30 trips per day). Trip overages shall be paid at the rate calculated in Attachment 2.

Vendor shall be paid for any trip(s) scheduled by a SMTP client but not taken due to no fault of the Vendor. Vendor must document that the trip to pick up the client was made but that the client did not show up or take the trip for whatever reason.

The SMTP shall operate five (5) days per week, from 7 a.m. to 6 p.m., 260 business days, and 12 months per year.

The SMPT shall transport eligible SMPT clients and their caregiver, if any. The City of Dallas shall determine SMPT client eligibility.

Proposer shall provide a plan for the SMTP for the duration of the contract. Proposer shall specifically address and prepare for the uncertainty of the actual number of vehicles and drivers needed during the initial implementation of the service. Proposer may not adjust the number of vehicles or operating schedule without the City's prior written approval.

Proposer shall operate the SMTP in accordance with federal, state and local laws and regulations at all times.

NORMAL WORKING HOURS

For this contract, normal working hours will be considered as 7:00am to 6:00pm Monday through Friday. Work outside the normal working hours, including Saturday and Sunday, or during restricted hours as defined in the specification, shall not be permitted except with the written permission of the City. In addition, no work will be allowed on legal city holidays except with the written permission of the City. Requests shall be made on a case-by-case basis in writing at least 3 days in advance. The following is a list of the city's legal holidays:

1. New Years Day (January 1)
2. Martin Luther King's Birthday (third Monday in January)
3. President's Day (third Monday in February)
4. Memorial Day (last Monday in May)
5. Independence Day (July 4)
6. Labor Day/Cesar E. Chavez Day (first Monday in September)
7. Thanksgiving Day (fourth Thursday in November)
8. Day after Thanksgiving (fourth Friday in November)
9. Christmas Day (December 25)

QUALIFICATIONS

Proposer shall have at a minimum, four (4) years' experience providing transportation services. Experience contracting with a government agency is preferred, but not required. References shall include company name, contact name, address, email address, phone number of years of providing transportation services.

Proposer shall have an adequate number of vehicles and drivers to ensure the timely transportation of SMTP clients. Proposer will need to ensure transportation for the maximum number of daily clients. Proposer may adjust the number of vehicles and drivers to an appropriate level upon program implementation. Proposer shall present the plans for any adjustment in writing to the City, and the City shall approve the adjustment prior to the implementation of the change.

The age of the vehicles to be used should be 5 years or less for the term of this agreement.

ADVERTISEMENT

Proposer shall be prohibited from advertising any company, brand, business or advertisement of any kind on or within vehicles used for the SMTP during operating hours with the exception of its own company branding elements. City reserves the right to install public service announcements and other program information within vehicles used for the SMPT. Proposer will be responsible for posting all signs in vehicles that reads "no gratuity required". Proposer shall also be required to post a removable City of Dallas or City of Dallas Senior Medical Transportation Program Logo on outside of vehicle which is visible to Program clients.

PROPOSER AND EMPLOYEES

All personnel provided by Proposer involved in any aspect of the SMTP shall be employees and subject to the direction, supervision and control of the Proposer only and not considered employees of the City of Dallas.

All SMTP drivers shall have a valid Texas Commercial Driver's License (CDL) and operate the vehicle in compliance with federal, state, and local laws and regulations. Proposer is responsible for ensuring all drivers have current CDLs at all times during normal business hours and afterhours as may be needed in extenuating circumstances.

Proposer shall provide appropriate, recurrent training for all SMTP drivers and dispatch employees.

Proposer shall provide documentation of criminal background checks within 10 days of request by the City for all SMTP vehicle drivers.

Proposer will establish and provide continuing training programs for all SMTP drivers and customer service employees. At a minimum, training shall include American Disabilities Act (ADA) lift and secure training.

Vehicle operators shall be trained in all operational procedures. While performing their duties, SMTP vehicle operators shall maintain a clean and neat appearance.

CODE OF CONDUCT

Proposer shall ensure that all SMTP employees avoid conduct unbecoming of an employee. Proposer shall set personnel policies prohibiting such actions. Examples of conduct unbecoming of an employee include, but are not limited to the following:

- Any instance of age discrimination, the use of language that is obscene, risqué or religiously, ethnically or sexually demeaning, or making light of physical or mental disability, regardless of whether it is directed at client or another employee
- Any instance of belligerent or malicious behavior toward a SMTP client, caregiver or City of Dallas employee
- Reckless or unsafe driving
- History of criminal activity

PROJECT MANAGEMENT

The successful Proposer will designate a Project Manager to oversee the operation of the SMPT. The Manager will report all operational and maintenance problems to designated City of Dallas staff, ridership statistics and other statistical data as required by the City of Dallas. The Project Manager shall be accessible to the City of Dallas at all times.

The successful Proposer shall provide a dispatcher during SMTP operating hours. Dispatchers will expedite transportation services in full compliance with this specification. Contractor will provide the names and telephones of the Manager(s) and Dispatcher(s) and report immediately to the City of Dallas if any changes are made.

REPORTING REQUIREMENTS

The successful Proposer shall be required to provide a computerized system for trip reservation, scheduling and dispatch of senior transportation services and shall provide the City of Dallas with timely reports including, but not limited to:

1. Daily trip and operations reports containing number of trips, number of passengers, passenger names and trip destinations
2. Road service call reports (as needed)
3. Accident notification reports (when required)
4. Vehicle Maintenance records (when requested)
5. Investigation of Driver Conduct Report (when requested and when any investigation is performed)
6. Passenger Complaints/Comments (as needed)
7. On-Board/Special Surveys (as needed)
8. Other Reports as specified by the City of Dallas on an as needed basis

Monthly reports by the Proposer will be required by the 10th of each following month. Reports must include data on item #'s 1, 5, and 6 at the minimum.

ACCIDENT / EMERGENCY REPORTING

Proposer shall a) immediately inform the City of Dallas following an accident which involves an injury, death, or property damage, b) complete and file a City approved accident report, and c) deliver a written report to the City of Dallas or designee. The Contractor shall also report other incidents as noted below.

- Stoppage or major disruption of service to the SMTP
- Any order imposed by a competent regulatory authority which prevents the continuation of service.

VEHICLE MAINTENANCE PLAN AND PRACTICE

The Proposer shall maintain all components of each vehicle including its body, frame, furnishing, mechanical, electrical, and hydraulic or other operating systems in proper working condition free from damage and malfunction. The Proposer shall replace and repair immediately any vehicle damaged in any accident or other damage which impairs the proper and safe mechanical operation of the vehicle. The following minimum maintenance standards shall be observed:

- Maintain all vehicles used for the SMTP in good mechanical condition and keep clean inside and out at all times
- Submit an annual vehicle preventative maintenance plan
- Perform daily inspections of all vehicles to ensure fuels, fluids, and vital equipment meet safety and operational standards
- Employ preventive maintenance principles as defined in the Original Equipment Manufacturer (OEM) maintenance schedule
- Repair minor or slight body damage, such as small dents, cracked glass, etc., and interior damage such as torn seats within thirty (30) days of discovery
- Any vehicle used for the SMTP may not exceed five (5) model years during the contract period
- Disabled Vehicles: A back-up vehicle for a disabled vehicle should arrive within 30 minutes notification of the vehicle's breakdown
- In the event that towing of any vehicle is required due to mechanical failure or damage, Proposer shall be responsible to provide such towing at Contractor's sole expense
- The Proposer shall hold as top priorities vehicle cleanliness, and passenger safety and comfort

DAILY REPAIRS

- Passenger amenities and safety appliances shall be functionally inspected each calendar day on all vehicles that are dispatched for transport service. Defects shall be remedied as an integral part of the inspection process prior to dispatch.
- Under no circumstance shall a vehicle be dispatched for transport service and/or extra service with any amenity or safety defect.
- A record of all such inspections shall be maintained by the Contractor and be made available to the City of Dallas upon request.

- The City of Dallas shall not be responsible for any damages or repairs to transport vehicles.

REPORTING AND RECORDKEEPING REQUIREMENTS

- Contractor shall maintain complete and accurate records of all operator services and other agreement activities carried out during the agreement period.
- Contractor shall maintain records of all maintenance of vehicles.
- Contractor shall supply these records to the City of Dallas upon request.

CUSTOMER SERVICE

Vehicle operators shall be familiar with their daily routes and schedules and shall answer all passenger questions in a courteous and informative manner.

PROPOSAL SUBMISSIONS

Proposers shall be sealed and delivered in person or by mail to Dallas City Hall, 1500 Marilla St. #3FN, Dallas, TX 75201 by 2:00 p.m. on the Proposal due date. Starting at 2:01 p.m. on the proposal due date, proposal submissions will not be accepted and will be returned to the proposers unopened. **Please submit one (1) original, seven (7) copies and one (1) electronic document (cd or flash drive only) of the submission including excel with proposal price and PDF formats.** Questions regarding this proposal shall be directed to the buyer in writing via e-mail.

Questions and administration of this RFCSP is:

Eva Badali, Buyer III

Eva.badali@dallascityhall.com

NOTE

All Addenda and any additional applicable correspondence (general information, questions/responses) to this bid will be made available “exclusively” through the City of Dallas website for viewing/retrieval. Contractors are solely responsible for frequently checking the website for updates to the solicitation.

<https://bids.dallascityhall.com/webapp/VSSPROD/AltSelfService>

PRE-PROPOSAL MEETING

Proposers are encouraged to attend the Pre-Proposal meeting to discuss any questions with the user department’s representative(s). This pre-proposal meeting will be the only contact between the proposers and the department during the bidding process. All correspondence shall go through the Buyer.

If the proposers do not ask questions or clarify assumptions, the City will assume the proposer(s) agree(s) with, and understand(s), the City's requirements.

SUBMISSION OF QUESTIONS

Questions should be submitted in writing no later than one week following the pre-solicitation meeting unless otherwise instructed by the Buyer.

Please reference BTZ1707 in the subject line, company name and representative name on all correspondence to the City of Dallas buyer.

CANCELATION: The City of Dallas or its representative reserves the right to cancel this agreement anytime if the services are deemed unsatisfactory.

ERROR AND OMISSIONS

Vendors are expected to examine all documents that make up the bid solicitation. Vendors shall promptly notify the buyer of any omission, ambiguity, inconsistency or error that they may discover upon examination of the solicitation documents. Vendors shall use the complete bid solicitation to prepare bid submittals. The City assumes no responsibility for any errors or misrepresentations that result from the use of incomplete bid solicitations.

CONFIDENTIALITY: Respondents are advised that materials contained in bids are subject to open records, and may be viewed and copied by any member of the public, including news outlets and competitors. The Attorney General may make the final determination as to whether documents are releasable.

INVOICE REQUIREMENTS

It is the responsibility of the vendor to obtain the correct address for invoice submittal. The department requesting the order is responsible for payment, no payments will be made from statements.

Monthly Invoices for payment must be submitted by the 10th of each month and **Shall have** the following information:

- Monthly Daily trip and operations reports containing number of trips, number of passengers, passenger names and trip destinations
- Accident notification reports, if any
- Vehicle Maintenance records (as requested)
- Investigation of Driver Conduct Report (as requested)
- Monthly Passenger Complaints/Comment Cards
- On-Board/Special Surveys (as needed)

- Total cost of monthly invoice w/ year to date summary

All invoices are to be sent to: Cobbie Ransom City of Dallas Housing/Community Services, Senior

Medical Transportation Program -1500 Marilla St., Room 6DN, Dallas, TX 75201.

Payment will be made within thirty (30) days on receipt and approval of shipment, and receipt of accurate invoice, Successful vendor will ensure that the correct mailing and remittance addresses are on file with the City of Dallas.

Invoices submitted without all of this information will be returned to the vendor; payment will not be made until all required information is provided on the invoice.

COMMUNICATION

The need for quick and clear responses to inquiries is essential to the City. Therefore, written correspondence from the City shall be answered within one (1) day, and phone calls from the City shall be responded to immediately.

INSURANCE REQUIREMENTS

The successful vendor shall be required to purchase and maintain, during the term of the contract, insurance as described in **Attachment 1** and agrees to the indemnification agreement therein.

WAGE FLOOR RATE REQUIREMENT

On November 10, 2015 the Dallas City Council passed Resolution 15-2141 which requires prime contractors, awarded general service contracts valued greater than \$50,000, and first-tier subcontractors on the contract to pay their employees rendering services on the contract a wage floor of not less than \$10.37 per hour.

Pursuant to Resolution 15-2141 the wage floor requirement for all general service contracts greater than \$50,000 shall be effective immediately on all new contracts awarded after November 10, 2015. Vendors bidding/proposing on general service contracts shall take into consideration such wage floor requirements in their bid/proposal. The wage floor requirement for the City of Dallas' general service contracts shall be derived from the most current Massachusetts Institute of Technology Living Wage publication and shall remain fixed for the term of the respective contract. The City reserves the right to audit such contracts for compliance with the wage floor requirement as mandated by Resolution 15-2141. This requirement does not apply to construction contracts in which prevailing wage of employees is governed by the Davis-Bacon Act as defined in the Texas Local Government Code 2258, purchase of goods, procurements made with grant funds or procurements made through cooperative and/or inter-local agreements.

The purpose of this policy is to promote an acceptable wage floor for working families in the City of Dallas, increase the level of service delivered to the City through specific contracts and reduce turnover in such contracts thus maintaining a continuous and consistent level of service for vested parties.

The City Manager shall use the following definitions to administer the benefactors of the "wage floor" for purposes of the referenced resolution:

"City" means the City of Dallas, Texas.

"General Services Contract" means any agreement between the City and any other Person or business to provide general services through an awarded City contract valued greater than \$50,000. A General Services Contract for purposes of the Resolution does not include (i) a contract between the City and another governmental entity or public utility, (ii) a contract subject to federal or state laws or regulations that would preclude the application of the application of the wage floor, (iii) or a contract with all services under the contract performed outside of the City of Dallas.

"Subcontractor" means any Person or business that has entered into its own contract with a prime contractor to perform services, in whole or in part, as a result of an awarded City general services contract.

"Employee" means any person who performs work on a full-time, part-time, temporary, or seasonal basis, including employees, temporary workers, contracted workers, contingent workers, and persons made available to work through services of a temporary services, staffing or employment agency or similar entity.

Wage Floor Reporting Requirements

Contractors awarded City general services contracts as described in the wage floor rate requirement section of this specification shall be required to provide the buyer the residential zip code and respective number of employees directly impacted by the wage floor requirement ten days after Council approval and on January 1st. but not later than January 31st. for the term of the contract. The Contractor shall submit the report to the contract administrator during the established period.

Wage Floor Compliance Requirements

Vendors submitting a response to a solicitation for general services must comply with the wage floor requirement to be consider responsive. The City may request of vendors, at any time during the pre or post award process, to demonstrate compliance with the wage floor requirement. Vendors not compliant with the wage floor requirement will be deemed nonresponsive and will not be considered for award. Vendors awarded general service contracts must comply with the wage floor policy and reporting requirements for the term of the contract, failure to remain in compliance may result in breach of contract.

Memorandum



DATE April 6, 2018

CITY OF DALLAS

TO Honorable Mayor and Members of the City Council

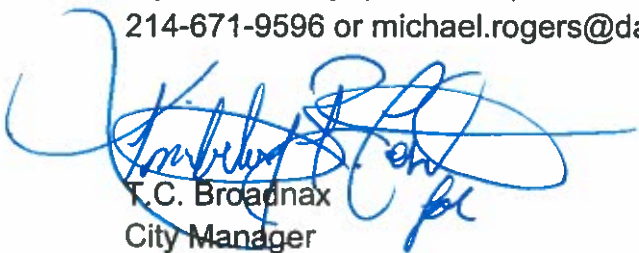
SUBJECT **April 11, 2018 City Council Addendum Item – Ordinance Repeal**

On April 11, 2018, City Council will be presented with an addendum item for individual consideration addressing a potential repeal of city ordinance section 28-41.1 which currently restricts the use of motor- assisted scooters, pocket bikes, and minimotorbikes. Staff will provide the red-lined ordinance and other pertinent information on April 9, 2018.

The purpose of this repeal is to allow these vehicles to operate within the public rights-of-way. If repealed, the motor-assisted scooters will be regulated through Title 7, Chapter 551, Subchapter E, "Motor-Assisted Scooters" of the State of Texas Transportation Code (attached).

In tandem, on April 9, 2018, the Mobility Solutions, Infrastructure and Sustainability (MSIS) Committee will continue discussing options for a dockless vehicle ordinance and use regulations, with the goal of bringing these items to the May 2, 2018 City Council briefing for their consideration. Dockless vehicles refers to motor-assisted scooters, electric bicycles, bike share, and other motorized mobility devices.

If you have any questions, please contact Michael Rogers, Director of Transportation, at 214-671-9596 or michael.rogers@dallascityhall.com.



T.C. Broadnax
City Manager

[Attachment]

c: Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solls, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **April 11, 2018 Council Agenda Item No. 55 – Z167-336**

On Wednesday, April 11, 2018, City Council will consider zoning case Z167-336, Item no. 55. The request is for a Planned Development Subdistrict for LC Light Commercial Subdistrict, restaurant, and personal service uses on property zoned an LC Light Commercial Subdistrict within Planned Development District No. 193, the Oak Lawn Special Purpose District on the east line of McKinney Avenue, north of Knox Street.

The City Plan Commission (CPC) recommended approval of the request on March 1, 2018, subject to a revised development plan and revised conditions. Revised conditions were distributed to the Commission during the briefing prior to the public hearing. After the public hearing, it was determined that the applicant's development plan did not comply with the CPC approved conditions and would need to be presented to the City Council during the public hearing and a motion made to accept the revised plan. The attached revised development plan complies with the CPC recommended conditions.

The Council case report included the conditions originally presented to CPC and not the final CPC recommended conditions. The CPC recommended conditions begin on page 10 of the Council case report. The changes are highlighted on the attachment. The changes include a provision to disallow a minor amendment to the development plan, correctly reflect the square footage of the restaurant use, and correctly reflect the parking requirements approved by CPC.

If you have any questions, please contact David Cossum, Director of Sustainable Development and Construction, at 214-671-9293.


Majed Al-Ghafry
Assistant City Manager

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

SEC. S-XXX.101. LEGISLATIVE HISTORY.

PD Subdistrict XXX was established by Ordinance No. _____, passed by the Dallas City Council on _____. (Ord.)

SEC. S-XXX.102. PROPERTY LOCATION AND SIZE.

PD Subdistrict XXX is established on property generally located on the east side of McKinney Avenue, north of its intersection with Knox Street. The size of PD Subdistrict 121 is approximately 0.305 acre. (Ord.)

SEC. S-XXX.103. DEFINITIONS AND INTERPRETATIONS.

(a) Unless otherwise stated, the definitions and interpretations in Chapter 51 and Part I of this article apply to this division. If there is a conflict, this division controls. If there is a conflict between Chapter 51 and Part I of this article, Part I of this article controls.

(b) In this division, SUBDISTRICT means a subdistrict of PD 193.

(c) Unless otherwise stated, all references to articles, divisions, or sections in this division are to articles, divisions, or sections in Chapter 51.

(d) This subdistrict is considered to be a nonresidential zoning district.

SEC. S-XXX.104. EXHIBIT.

The following exhibit is incorporated into this division: Exhibit S-XXXXA: development plan.

SEC. S-XXX.105. DEVELOPMENT PLAN.

Development and use of the Property must comply with the development plan (Exhibit S-XXXXA). If there is a conflict between the text of this division and the development plan, the text of this division controls. **The development plan approved by the City Council on Xxxx, xx, 2018 cannot be amended through Section 51-4.702(h). Any amendment to the development plan approved on Xxxx, xx, 2018, must comply with the requirements for a Zoning Amendment as specified in Section 51-4.701.**

SEC. S-XXX.106. MAIN USES PERMITTED.

(a) Except as provided in this section, the only main uses permitted in this subdistrict are those main uses permitted in the LC Light Commercial Subdistrict, subject to the same conditions applicable in the LC Light Commercial Subdistrict, as set out in Part I of this article. For example, a use permitted in the LC Light Commercial Subdistrict only by specific use permit (SUP) is permitted in this subdistrict only by SUP; a use subject to development impact review (DIR) in the LC Light Commercial Subdistrict is subject to DIR in this subdistrict; etc.

SEC. S-XXX.107. ACCESSORY USES.

As a general rule, an accessory use is permitted in any subdistrict in which the main use is permitted. Some specific accessory uses, however, due to their unique nature, are subject to additional regulations in Section 51P-193.108. For more information regarding accessory uses, consult Section 51P-193.108.

SEC. S-XXX.108. YARD, LOT, AND SPACE REGULATIONS.

(Note: The yard, lot, and space regulations in this section must be read together with the yard, lot, and space regulations in Part I of this article. If there is a conflict between this section and Part I of this article, this section controls.)

(b) Except as provided in this section, the yard, lot, and space regulations for the LC Light Commercial Subdistrict apply.

(c) For a restaurant use, **as shown on the attached development plan, the maximum floor area used for seating and kitchen is 3,200 3,705** square feet.

SEC. S-XXX.109. OFF-STREET PARKING AND LOADING.

(a) Except as provided in this section, consult Part I of this article for the specific off-street parking and loading requirements for each use.

(b) **The following off-street parking and loading requirements apply to the development plan attached to this ordinance as approved by the City on Xxxx, xx, 2018.** For a personal service use, one space per ~~279~~ **465** square feet of floor area is required. For a restaurant use, one space per ~~156~~ **185** square feet of floor area is required. A covered patio is not counted in restaurant square footage.

(c) The parking reduction for bicycle specified in Section 51A-4.314, apply to this Subdistrict.

(d) Spaces that use the alley for maneuvering shall be counted toward the off-street parking total under this PDS.

SEC. S-XXX.110. ENVIRONMENTAL PERFORMANCE STANDARDS.

See Article VI.

SEC. S-XXX.111. LANDSCAPING.

(d) Landscaping and screening must be provided in accordance with Part I of this article.

(e) Plant materials must be maintained in a healthy, growing condition.

SEC. S-XXX.112. SIGNS.

Signs must comply with the provisions for business zoning districts in Article VII.

SEC. S-XXX.113. ADDITIONAL PROVISIONS.

(f) The Property must be properly maintained in a state of good repair and neat appearance.

(g) Development and use of the Property must comply with all federal and state laws and regulations, and with all ordinances, rules, and regulations of the city.

(h) Development and use of the Property must comply with Part I of this article.

SEC. S-XXX.114. COMPLIANCE WITH CONDITIONS.

(i) All paved areas, permanent drives, streets, and drainage structures, if any, must be constructed in accordance with standard city specifications, and completed to the satisfaction of the city.

(j) The building official shall not issue a building permit to authorize work, or a certificate of occupancy to authorize the operation of a use, in this subdistrict until there has been full compliance with this division, the Dallas Development Code, the construction codes, and all other ordinances, rules, and regulations of the city.

4616 McKinney Ave.

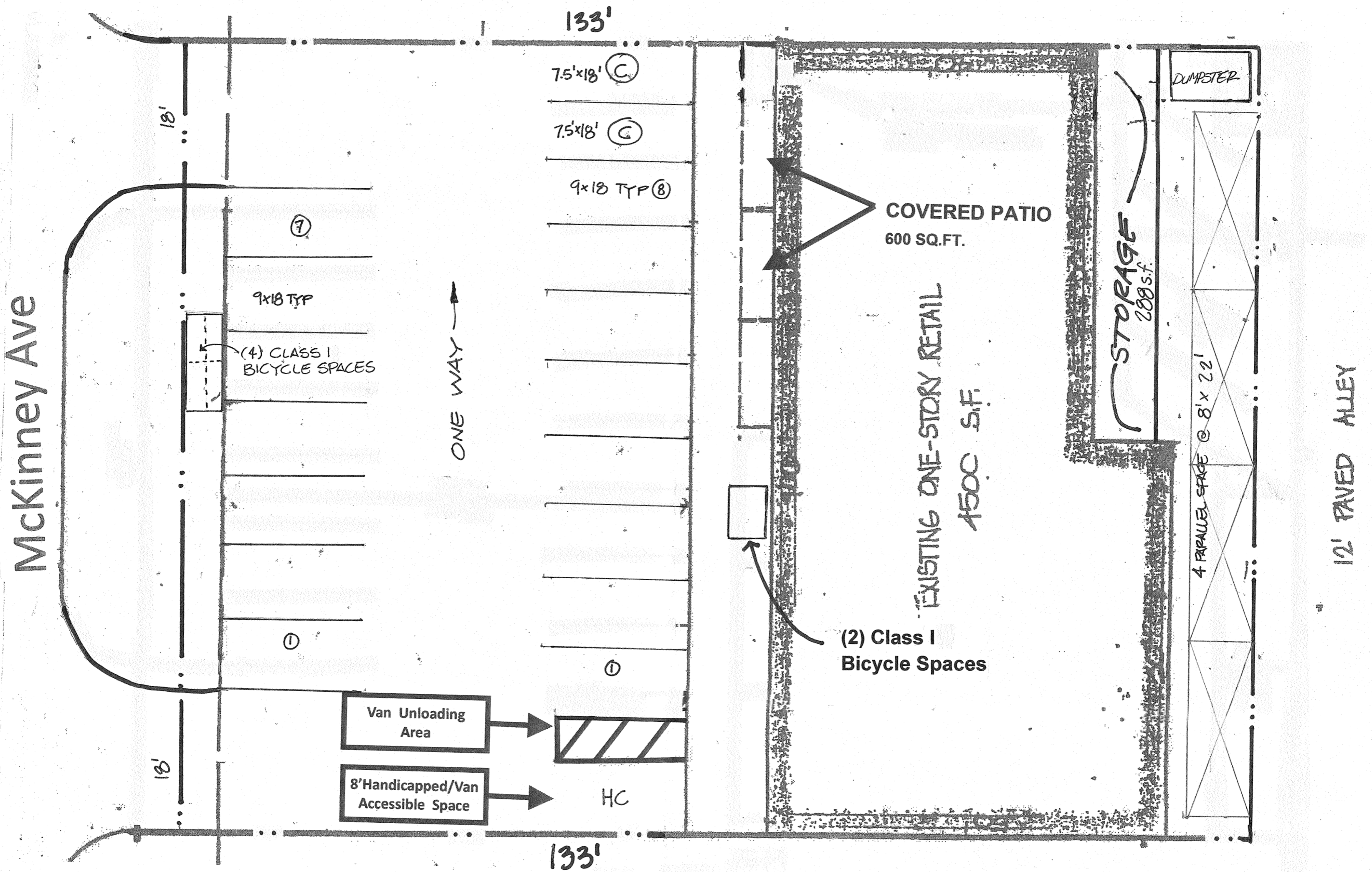
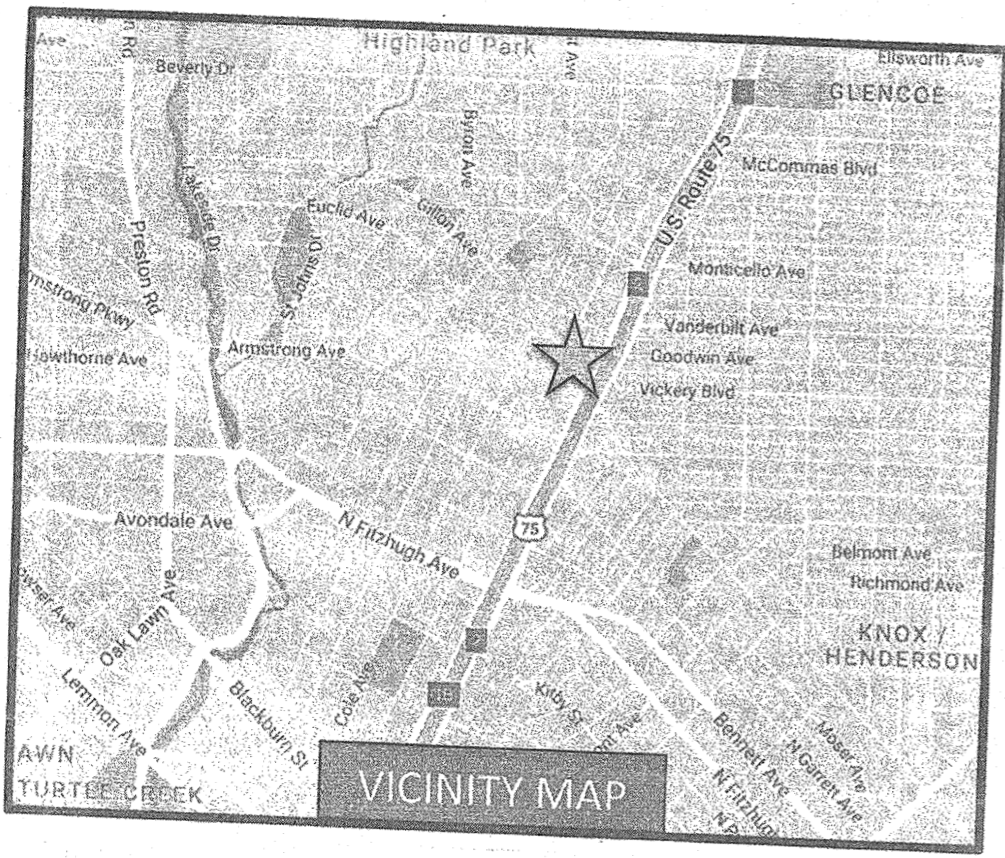
Land Area	13,300 sf
Height	20 ft.
Lot Coverage	40%

Use

Restaurant (seated area)	3,705 sf
Personal Services	1,395 sf
TOTAL FLOOR AREA (inc. storage)	5,388 sf

Parking

Restaurant (seating area only)	
1:185 sf	20 spaces
Personal Services	
1:465 sf	3 spaces
Bicycle reduction	-1 space
Total Parking spaces provided	22 spaces



Development Plan

SCALE: 1" = 10'

Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **Taking Care of Business – April 3, 2018**

Update Items

[Availability and Disparity Study](#)

As previously communicated to the Government Performance and Finance (GPFM) Committee on January 16, 2018, the City will be seeking requests for proposals (RFP) from experienced firms to prepare and deliver a comprehensive availability and disparity study. The solicitation is being finalized and will be advertised by April 19, 2018. The RFP was originally scheduled to be advertised in January, but due to the complexity and cost of the study, staff wanted ample time to work with other entities to consider doing a joint study. Unfortunately, timelines were unable to align so the City of Dallas will be moving forward. This study will analyze the utilization and availability of businesses owned by minorities, women, or other socially and economically disadvantaged individual Mayor and City Council,s in order to help shape the inclusion program. The study should be complete within 12 to 18 months to ensure that the City meets the September 30, 2020 sunset date for the existing M/WBE goals. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.

[Multiple Reporting Deadlines](#)

As previously communicated, in addition to the traditionally required [Personal Financial Statement](#) and [Annual Gift Disclosure Report](#), please remember that as of July 1, 2017 the [15A-7.4\(h\)\(1-2\) City-Funded Officeholder Accounts](#) Annual Statement of Itemized Expenses are also due to the City Secretary's Office by 5:00pm Monday, April 30, 2018. Additionally, all City officials, employees, and departments are now required to complete a [Donation Report](#) of money, real estate, products or services to the Office of Ethics and Compliance within 30 days after receipt. Staff is working to help compile and complete these required reports for Councilmember review. Should you have questions or concerns, please contact Carrie Prysock, Managing Director of the Mayor and City Council Office.

[Senior Medical Transportation Services](#)

On Monday, April 2, 2018, the Office of Community Care (OCC) provided a briefing on the Senior Medical Transportation Program (SMTP) to the Human and Social Needs Council Committee. The presentation included an overview of the City's program, cost comparisons to paratransit services offered by DART, and recommendations to extend the City's program under the existing scope of work and original negotiated budget. Staff also provided an update on its discussions with DART and plans to move forward with the development of a mobility management strategy. This strategy development is in progress with transitioning eligible seniors to DART's paratransit program. To date,

DATE April 6, 2018

SUBJECT **Taking Care of Business – April 3, 2018**

staff have identified over 200 SMTP clients who are currently qualified for DART's program and have initiated a notification to transition those clients to DART.

Over the next 5 months, Staff will work with existing program participants to qualify for DART's paratransit program and will provide subsidy support for those seniors who may have an income restriction. Staff will also conduct monthly tracking and verification assessments to ensure the City's transportation program is indeed a program of last resort.

The Human and Social Needs Council Committee approved staff's recommendation to forward the contract authorization request to City Council with a briefing back to the Committee in June to report progress with DART. This item has been scheduled for City Council consideration and approval on April 11, 2018. Should you have questions or concerns, please contact Nadia Chandler Hardy, Chief of Community Services, or Jessica Galleshaw, OCC Director.

New Items

[Chief Hall Swearing-In Ceremony](#)

The Swearing-In Ceremony for Dallas Police Chief U. Renee Hall will be held on Wednesday, May 2, 2018 at the Latino Cultural Arts Center, 2600 Live Oak Street, Dallas, TX. A reception with light refreshments will be held from 4pm-4:30pm, with the ceremony beginning promptly at 4:30pm. Due to limited parking, van transportation for City Councilmembers will be provided. Evite Invitations were sent via email on Monday, April 2nd to help manage the RSVP process. Please RSVP by Wednesday, April 18th. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

[Council Lunch Catering](#)

In response to expressed City Council interest in increased variety of Council lunch offerings, staff is seeking alternatives. Each Council Office has been asked to provide a list of 3-4 establishments in their district, and an addendum was added to a recent procurement search for a caterer. As a compromise to the City's procurement process and the desire to offer variety, it is proposed that traditional catering be offered 3 weeks per month, and the final week reserved for a rotating offering of district specific establishments. Please provide your feedback on this proposal to Carrie Prysock, Managing Director of the Mayor and City Council Office by April 11 so staff knows how to proceed with this proposal.

[CBS National News' Sunday Morning with Jane Pauley Show](#)

On Tuesday, April 3rd, Dallas Fire-Rescue's Captain, Cristian Hinojosa, will participate in an interview for the Sunday Morning with Jane Pauley Show's "Money Issue" to discuss the topic "can money buy you happiness", relative to the Captain's former career in investment banking before joining the City in 2005. The interview is scheduled to air on Sunday, April 15th. For your convenience, I have attached the document that provides greater detail of the exchange. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

DATE April 6, 2018

SUBJECT **Taking Care of Business – April 3, 2018**

[Wednesday's Child with WFAA 8 Cynthia Izaguirre](#)

Recently, Dallas Fire-Rescue (DFR) was asked to play host to a WFAA 8 Wednesday's Child, 10 year-old Christopher Neighbors, who is up for adoption and has aspirations of becoming a firefighter. DFR's Fire Station 18 graciously accepted the honor; and the filming will take place on Wednesday, April 4th. In addition to a station tour, the young man will be treated to a station t-shirt, his own set of firefighting gear and other commemorative items for his keeping. The station has also arranged for him to be dispatched out on a mock call. The segment is scheduled to air on Wednesday, April 11, at 5:00 p.m. For your convenience, I have attached the document that provides greater detail of the filming. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

[Preston Place Fire](#)

In September 2016 Dallas Fire-Rescue's (DFR) Fire Investigation Division received notice from the Dallas County District Attorney's (DA) Office that a criminal negligence claim was filed against the property manager of the Preston Place Condominiums, related to the property's fire alarm system. DFR conducted an investigation of that claim and presented their findings, as a grand jury referral, through the DA's Office. As of Tuesday, March 27, 2018, the grand jury referral concluded and denied bringing forward any charges against the property manager. DFR will officially list the cause as "undetermined", but investigation will continue as new information is received. For your convenience, I have attached background information regarding the incident. Should you have any questions or concerns, please contact Deputy Chief, Eric Beal.

[Media Inquiries](#)

As of April 3rd, the City has received media requests from various news outlets regarding the following topics:

- Mural on Illegal Fence
- Business Flooding on Lamar
- DPD Southwest Station Injury

Please see the attached document compiling information provided to the media outlets for the week of March 27th – April 2nd for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizer Tolbert, Chief of Staff.

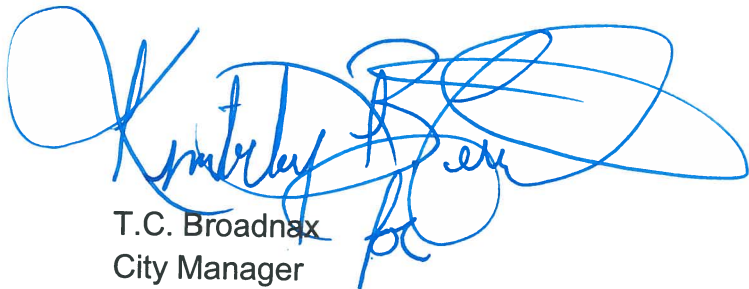
Look Ahead

[ATMOS Energy](#)

On April 18th, ATMOS Energy is scheduled to present at the City Council Briefing meeting to provide an update regarding recent gas leaks, planned gas outages, restoration of service, and their ongoing service and system performance enhancements. Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

DATE April 6, 2018

SUBJECT **Taking Care of Business – April 3, 2018**



T.C. Broadnax
City Manager

c: Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Biliera Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Nadia Chandler Hardy, Chief of Community Services
Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors



CITY OF DALLAS

Dallas Fire-Rescue Department
Media Request

CBS National Sunday Morning with Jane Pauley: Request to Interview DFR Captain, Cristian Hinojosa, for the “Money Issue”, to discuss the age-old question, “Can Money Buy Happiness?” relative to his transition from investment banking to firefighting in 2005.

Details: After consulting with the appropriate personnel within Captain Hinojosa’s chain-of-command, and insuring the general topic of conversation would not extend into matters related to pension issues or competitive pay, DFR approved the request. The interview will take place on Tuesday, April 3rd, 3:45 p.m., at Fire Station 27 (8401 Douglas Avenue). DFR feels that the interview could serve as a recruiting opportunity, on a national scale, in that it will highlight the newest and most unique fire station, help break through stereotypes most people have about firefighters and the backgrounds from which they come and highlight one of the up and coming leaders, who just happens to be a minority, in DFR.



CITY OF DALLAS

Dallas Fire-Rescue Department
Fatal Fire Investigation Update

Fatal Fire Investigation Update: Preston Place Condominiums

Email Update from Deputy Chief, Eric Beal: On Friday, March 3, 2017, at 2326 hours, Dallas Fire-Rescue responded to a 911 call for a structure fire at the Preston Place Condominiums, located at 6255 W. Northwest Hwy. The fire escalated to a seven- alarm response. Due to the amount of damage sustained by the building, fire investigators determined that the structure was too unstable for anyone, including themselves, to make entry. Physical evidence was not collected at the scene due to the condition of the building. Initial interviews of witnesses began the night of the fire. Subsequent interviews continued several weeks after the initial incident as investigators received identifying information of occupants. Nancy Ohan, resident of Preston Place Condominiums, contacted the fire investigation division to provide information of one person that she felt should be considered as a person of interest related to the fire incident. On October 13, 2017, interviews were conducted with the parents of the named individual. Investigators contacted the individual via telephone. The individual declined to discuss the incident. A background check for the individual was conducted via of the Adult Information System. There were no criminal incidents listed that would be considered substantial evidence to name the individual as a criminal suspect for the fire incident. As previously stated, this fire incident has been classified as undetermined and, investigation will continue as new information is received.

The listed structure was permitted in December 1977 under the 1973 Dallas Building and Dallas Fire Codes, respectively. These codes did not require a building fire alarm system for this three story structure. City of Dallas Building Inspection records do not show any permits for installation of a fire alarm system during the building's existence. All fire alarm systems, whether installed voluntarily or mandated by code, must be designed by a licensed fire alarm contractor. Plans must be submitted to a City of Dallas fire protection engineer before installation with a requisite permit obtained. Without a permit for initial inspection, any panel installed would not be known by DFR beforehand.

On September 7, 2016, the fire investigation division received notification from Gary McDonald, Dallas County District Attorney that a criminal negligence claim was filed by Nancy Ohan against the property manager. The criminal negligence claim is regarding the fire alarm system for the property.

Between the times of September 13-October 11, 2017, an investigation of the criminal negligence claim was conducted and presented as a grand jury referral through the Dallas county District Attorney's office. The grand jury referral concluded on Tuesday, March 27, 2018. The grand jury denied bringing forward any charges including murder, arson, or criminal negligence towards the listed suspect.



City of Dallas

**Public Affairs & Outreach
Media Requests**

Mar. 27, 2018 to April. 2, 2018

March 21; Cory Smith; NBC 5; How long has the city been looking for a new PID manager?

The service plan online lists the PID's net assessment at \$110,247 for 2017. Is that FY 2017 or the calendar year?

Is the 2017 assessment amount an estimate or the actual assessment amount generated in 2017?

Is the 2016 assessment amount (\$95,481) more or less than what the city expected the PID to generate? In other words, is the PID performing to the level the city wants it to.

Where can I find the RFP or job posting for the PID manager?

City response: The cost to remove the monument was about \$400,000.

How long has the city been looking for a new PID manager?

The City has been exploring ways in which to secure a new PID manager since last fall. The official solicitation to secure a new manager began February 15, 2018.

The service plan online lists the PID's net assessment at \$110,247 for 2017. Is that FY 2017 or the calendar year?

The PIDs, including South Dallas/Fair Park PID, run on calendar years.

Is the 2017 assessment amount an estimate or the actual assessment amount generated in 2017?

The amount is calculated from the tax rolls but does not take into consideration possible late appeals or non-payment. See answer below regarding difference between initial/creation projected budget and annual assessment budget.

Is the 2016 assessment amount (\$95,481) more or less than what the city expected the PID to generate? In other words, is the PID performing to the level the city wants it to.

The projected numbers showed that the South Dallas/Fair Park PID would generate \$110,247 for the 2017 budget, as shown in the creation documents. By the time the PID went through the annual assessment, the certified tax rolls indicated that collections would be \$95,481. The certified tax rolls take into account appeals.

Where can I find the RFP or job posting for the PID manager?



City of Dallas

The RFP is on the City's Department of Procurement website.

March 26; Local ABC, NBC, FOX, CBS and National FOX; Asked for a statement about the removal of a mural on an illegal fence.

City response: On March 5, 2018, the City filed a lawsuit regarding the property at 305 Centre Street as the result of ongoing violations at the property. The owners previously received a citation and notice of violation from the Department of Code Compliance on or about May 26, 2017, but failed to remedy the violations. The fence was photographed by Code Compliance staff at that time.





City of Dallas

Staff revisited the location in June 2017, and documented the fence without the mural.

The mural was believed to have been painted on or about July 2017, after the notice had been issued. The fence is illegal and constructed in such a way that it can conceal illegal activity. The mural painted on this illegal fence depicts a painful moment in Dallas' history that should never be forgotten and pays tribute to our fallen heroes. However, the illegal fence poses a real and undisputed public safety issue for the surrounding neighborhood that cannot be ignored. The lawsuit also addresses other violations on the property that have not been remedied, such as the number of required parking spaces and unpermitted building construction.

March 27; Demond Fernandez, WFAA; I'm working to get some details about flooding events that are occurring at businesses on S. Lamar Street in Dallas.

The businesses claim they have been contacting the City to complain about drainage and flooding issues, without any updates nor action. Both business owners allege the flooding has become more of a burden since City contractors began work on S. Lamar, and a temporary road was built behind their businesses to accommodate large trucks for another construction project.

A couple of businesses affected by the flooding include:

- Maldonado Body Shop, 4809 S. Lamar, Dallas, TX 75215
- Sunrise Metal Recycles, 4801 S. Lamar, Dallas, TX 75215

Has any City agency investigated complaints about flooding at these locations? Has the City been able to pinpoint the source of flooding? Has the City been able to come up with any plans to assist the affected businesses in minimizing the risk of flooding?

City response: Staff from Public Works and Trinity Watershed Management have been working with Public Works' design consultant and TxDOT to evaluate flooding concerns. The consultant is currently reviewing survey data to evaluate options to potentially further reduce impact of area flooding and a final report is expected in early April. Based upon the findings of the final report, the City will evaluate construction and funding options for future consideration.

Their initial findings include:

1. The properties in question along S. Lamar have existing drainage issues as they are located in the 100-yr. floodplain.
2. Temporary modifications to an adjacent drainage channel may be contributing to the flooding concerns.
3. There exists some level of responsibility for the property owners to complete drainage improvements on their property.

To address some of the drainage issues on South Lamar, the City's \$10.7M street reconstruction project includes \$3.6M in drainage improvements. While the S. Lamar



City of Dallas

project will not alleviate all of the drainage concerns for the properties in question, the project should improve the drainage issues in the area.

Concurrently, TxDOT is also working with their consultant to evaluate if their current construction is adding to the existing area drainage issues.

April 2; local media sent Dallas Fire-Rescue inquiries regarding the DFR response at 3700 Spring Ave.

City Response: At 00:47 Dallas Fire-Rescue responded to a 911 call for a reported house explosion/fire, at a residence, located at the 3700 block of Spring Avenue, near the Fair Park area.

When firefighters arrived at the one-story duplex, there was small debris fire in the yard of the home, while the structure itself appeared to have sustained damage from an apparent explosion.

There were a total of four people, all adult males, in the structure when the incident occurred. The two in the side where the explosion took place suffered unspecified burn injuries; and though they were walking and talking to firefighters when they arrived, they were taken to a local hospital for evaluation of their injuries. The two in the other side did not suffer any injuries, but the American Red Cross was notified to come out and provide assistance.

Crews from Atmos energy responded to the scene, shut off the gas and are assessing the location.

While DFR believes the explosion was gas-related, investigators still have not settled on its exact cause. It will remain undetermined until further notice.

April 2; FOX4, NBC5, WFAA8, CBS11, DMN; Media asked DPD about the injured officer from the Southwest Station.

City Response: On April 1, 2018, at about 12:53 p.m., the suspect, Marc Rollings, Black male 22-years-old, was driven to the Southwest substation by family members for his possible involvement in a robbery. The officers who were working station security stopped the vehicle and a disturbance broke out. During the course of the disturbance, the suspect got back into the vehicle and attempted to drive away. Officer Kevin Runyan #9498, was attempting to stop the suspect, but was dragged a short distance and fell to the concrete ground. The suspect then fled the location in the vehicle. After a vehicle and foot pursuit, the suspect was subsequently arrested and charged with Aggravated Assault Public Servant in addition to two robber offenses. The Special Investigative Unit and the Robbery Unit will be conducting the follow-up investigations.



City of Dallas

Officer Runyan was transported to an area hospital for minor injuries and later released. This offense is documented on case number 068078-2018.

April 2; FOX4, NBC5, WFAA8, CBS11, DMN; Media asked DPD about a burglary of a motor vehicle at 4321 Communications Drive.

City Response: On March 29, 2018, at 5:00 p.m., the reporting person parked an Econoline van in the parking lot at the Holiday Inn located at 4321 Communications Drive. When the reporting person returned to the vehicle on March 30, 2018, at 9:00 a.m., he observed that the rear door to the vehicle had been pried open and several guitars were stolen out of the back. The property belonged to the complainant, Nils Lofgren.

Detectives from the Southwest Investigative Unit were assigned to the case and began their investigation. On April 1, 2018, Detectives were contacted by patrol elements that a witness advised them he had purchased one of the stolen guitars on the app OFFER UP. The witness at the time did not know what he purchased was stolen until he saw a news article and made the connection that the property he purchased was stolen. The witness remained in contact with the suspect on Offer Up and assisted investigators. Officers were sent to the 4600 block of Singleton Avenue and took suspect Oscar Mendoza, a Latin male 33-year-old, into custody. Officers also recovered the stolen property belonging to Mr. Lofgren. The Suspect was transported to the Southwest Investigative Unit and was interviewed by the assigned detective. The suspect was then transported to Lew Sterrett Justice Center and charged with Possession of Stolen Property, and the additional charge of Possession of a Controlled Substance. The offense is documented on case number 066439-2018.



CITY OF DALLAS

Dallas Fire-Rescue Department
Media Request

WFAA 8's Cynthia Izaguirre Wednesday's Child: I am requesting a Wednesday's Child taping with the Dallas Fire Department. 10 year old Christopher Neighbors, our featured child, has expressed interest in learning about the duties of a fireman.

Details: This request was made in November of 2017. After several unsuccessful attempts were made to pair young Christopher up with firefighters who actually were parents of adopted children, Fire Station 18 was made aware of the request, and graciously accepted the offer to play host. The segment will be filmed on Wednesday, April 4th; but this will mark the third rescheduled date, as young Christopher is a Special Needs child and had relative issues surface that forced us to reschedule.

The station will plan to give him a station tour, a station and department t-shirt, challenge coins and his own set of firefighting gear, among other commemorative items for him to have. Additionally, they plan on having him dispatched to a mock emergency call.

The segment will finally air on Wednesday, April 11th, during WFAA 8's 5:00 p.m. news cast.

Memorandum



CITY OF DALLAS

DATE April 6, 2018

TO Honorable Mayor and Members of the City Council

SUBJECT **April 11, 2018 Council Agenda M/WBE Participation Overview**

For your information staff is providing you with the summary below of M/WBE Participation for the voting items scheduled for the April 11, 2018 Council Agenda. The total contract award amount, consisting of 18 agenda items, is \$6.8M with an overall M/WBE participation of 32.71%. As a reminder, the current M/WBE goals are:

Architecture & Engineering	Construction	Professional Services	Other Services	Goods
25.6%	25.0%	36.3%	23.8%	18.0%

Highlighted Items

Item Number 31 is a three-year master agreement for general and sewer hoses, repair clamps, parts, and accessories. These products are delivered on an as needed basis. As a result, this contract does not provide any subcontracting opportunities. Therefore, this item resulted in 0% M/WBE participation on an 18.0% goal.

Item number 33 is supplemental agreement No. 4 for credit card payment processing services for numerous departments. This contract is being serviced with proprietary software. As a result, this contract does not provide any subcontracting opportunities. Therefore, this item resulted in 0% M/WBE participation on a 23.8% goal.

Please feel free to contact me if you have any questions or should you require additional information.

Zarin D. Gracey
Interim Managing Director
Office of Business Diversity

c: T.C. Broadnax, City Manager
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
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Directors and Assistant Directors