

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **City of Dallas Status During the Partial Federal Government Shutdown**

As the partial federal government shutdown continues, you may receive questions regarding federally-funded services the City provides. At this time, the City is operating normally and continues to provide services with existing available funding.

Currently, the Supplemental Nutrition Program for Women Infants and Children (WIC) is funded through February 2019. The Texas Department of State Health Services (DSHS) – which administers WIC in Texas – has advised the City to operate business as usual and has provided signage to post in centers to that effect. DSHS has also indicated they have a contingency plan in place should the shutdown last beyond February.

The City continues to investigate fair housing complaints already in process. However, we are experiencing a delay in initiating investigations of new fair housing complaints. The City cannot process new complaints until they are dual-filed with the Department of Housing and Urban Development (HUD). Depending on the extent and length of the shutdown, this has the potential to affect the number of cases that we can close by the end of the 2018-2019 Performance Period (June 30, 2019), which would affect payment for closure of cases.

Overall, the City is well-poised to continue federally-funded services during the shutdown. We will continue to monitor the situation and update you as needed. If you have any questions, please contact Brett Wilkinson, Director of the Office of Strategic Partnerships and Government Affairs at brett.wilkinson@dallascityhall.com.



T.C. Broadnax
City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Biliera Johnson, City Secretary
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M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Dallas Animal Services' Milestone Month of December 2018**

December 2018 marked a historic month for Dallas Animal Services from both, a public safety and lifesaving/caregiving perspective. The primary focus of the department is to keep Dallas safe by reducing the number of loose dogs in the community. To that end, DAS is pleased to report that in the month of December 2018 the department recorded an all-time high in the number of loose dog impoundments through our field services division (2,110). This measure exceeds the department's previous historic high of 1,875, set in 2008, by more than 12% and affirms the department's commitment to public safety.

Equally exciting is the record 91.3% live release rate Dallas Animal Services was able to achieve from a caregiving capacity in December 2018. This live release rate is a historic high-water mark for the City and is the byproduct of a year-over-year 16% growth in adoptions, 44% growth in fosters, and a 45% growth in our success rate of returning loose dogs back to their original owners.

Dallas Animal Services still has many opportunities to improve and we look forward to endeavoring in that effort for the remainder of FY19. To keep City Council abreast of our progress, we have attached our 1st Quarter Performance Dashboard for FY19.

If you have any questions, please contact Edward Jamison, Director of Dallas Animal Services.

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

Nadia Chandler Hardy
Assistant City Manager and Chief Resilience Officer

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney (I)
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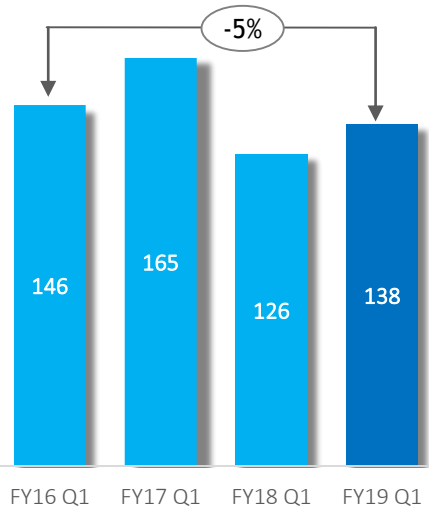
Majed A. Al-Ghafry, Assistant City Manager
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FY19 Q1- DAS Performance Dashboard

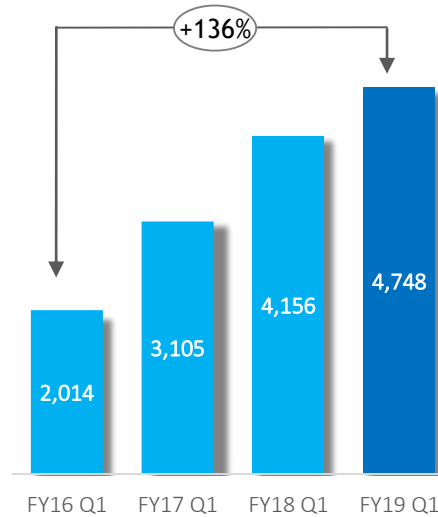
As of 1/10/19



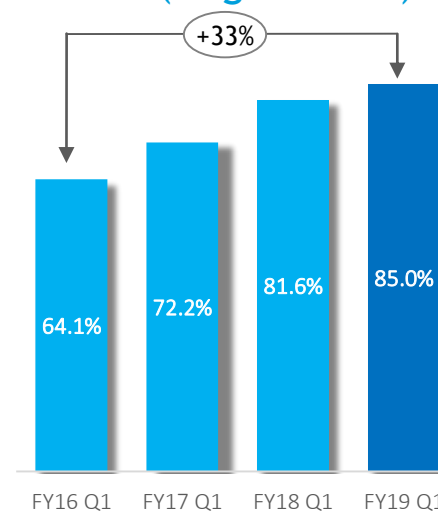
Loose and Loose Owned Dog Bites



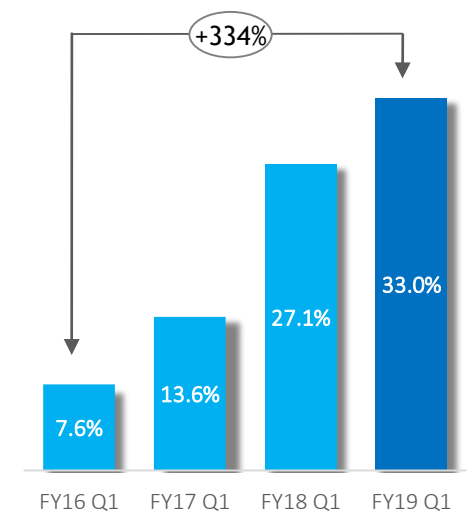
Dog Field Intake



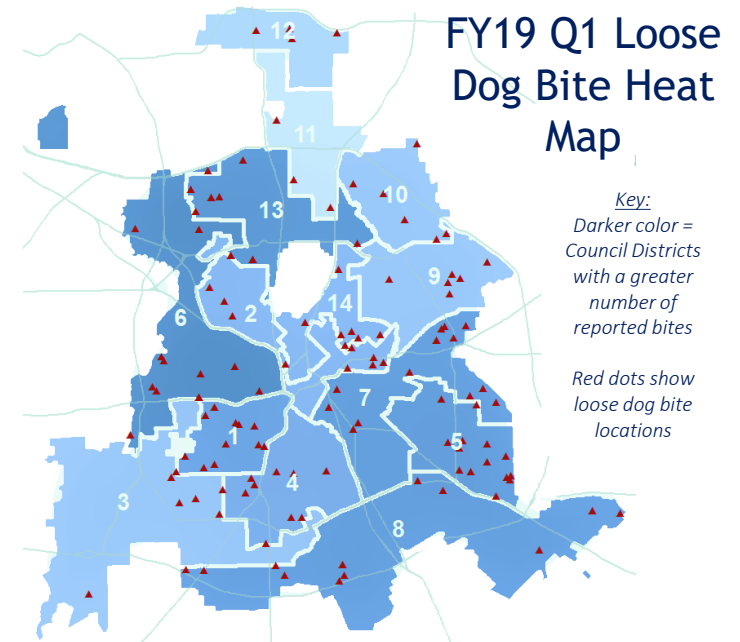
Shelter Live Release Rate (Dogs & Cats)



Dog Return to Owner Success Rate



DAS' FY19 Q1 Service Requests	Count:	% of Total
Loose - Loose Stray	2,312	18%
Loose - Loose Owned	1,390	11%
Loose - Loose Aggressive	1,327	10%
Loose - Safety Obstruction on Roadway	934	7%
Vaccine	767	6%
Sick or Injured	705	6%
Welfare Check	626	5%
Spay/Neuter	594	5%
Critical Medical	472	4%
Stray - Confined Animal	445	3%
Noisy/Barking	428	3%
Aggressive Pack Activity	388	3%
Owner Surrender	288	2%
Other	2,054	17%
Total	12,730	100%



Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)**

On November 12, 2018 the Mobility Solutions, Infrastructure and Sustainability (MSIS) Committee was briefed on the Public Works Five-Year Infrastructure Management Program (IMP). The IMP was then presented to the Mayor and City Council on January 2, 2018.

As the Mayor and City Council posed a number of questions to City staff during the January 2nd briefing, the purpose of this memorandum is to provide responses to the following outstanding questions:

1. (Mayor Pro Tem Thomas and Council Member Greyson) Suggested that additional funding should be put towards alleys.
Funding levels and desired service outcomes will be considered during the FY 2020 budget process.
2. (Council Member Kingston and Council Member Kleinman) Additional variables such as vehicle counts, street classification, and the addition of new traffic signals should be considered in the decision matrix when selecting proposed street maintenance projects.
Public Works staff has started receiving samples of traffic data sets from the North Central Texas Council of Governments (NCTCOG) to be utilized in its decision matrix. Over the next few months, staff will be preparing a request for proposal for professional services to assess and enhance the City's current paving model.
3. (Council Member McGough) Requested examples of streets rated A-E.
Noting that the PCI ranges of an "A" street are 100-85, "B" streets range from 70-84.9, "C" streets range from 55-69.9, "D" streets range from 40-54.9, and "E" streets, which are considered as failing, range from 0-39.9, the following are examples of streets in conditions A–E.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)

Asphalt Pavement



“A” Condition - New street that rides well with little to no cracks.



“B” Condition – Street has aged, ride is still smooth, but temperature cracks or utility cuts have been made.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)



“C” Condition - Weather and Structural cracking becomes more prominent, rutting has started to develop.



“D” Condition - Weather and structural cracking begins to widen and expand over 50% of the street, rutting is more pronounced raveling has begun.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)



“E” Condition – Alligator (structural) cracking over 25% of the section, frequent potholes and extensive cracking.

Concrete Pavement



“A” Condition – New street that rides well with little to no cracks.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)



“B” Condition – Street has aged, ride is still smooth, but temperature cracks or utility cuts may have been made.



“C” Condition - Weather and Structural cracking becomes more prominent.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)



“D” Condition - Weather and structural cracking begins to widen and expand up to 50% of the panels.



“E” Condition – Structural cracking covers over 50% of the street and frequent potholes are present.

DATE January 11, 2019
 SUBJECT Follow-up from January 2, 2019 City Council Briefing – Infrastructure Management Program (IMP)

4. (Council Member Atkins, Council Member Felder, and Council Member Gates) Requested details for Percent Satisfaction, calculation of Percent Satisfaction, and individual City Council District breakdowns.

The table below provides the requested information.

Lane Miles Listed by Street Condition and Council District								
								Percent Satisfaction Total
Council District	A	B	C	D	E	Total	Total A+B+C	% (A+B+C)/ Total
1	37.39	175.85	303.21	174.68	57.40	748.52	516.45	69.0%
2	54.90	246.44	357.10	182.31	82.35	923.10	658.44	71.3%
3	182.29	379.86	302.67	90.06	27.51	982.39	864.82	88.0%
4	50.53	231.58	378.30	194.62	60.39	915.42	660.41	72.1%
5	50.49	213.45	253.93	136.68	43.96	698.51	517.87	74.1%
6	99.44	344.92	412.26	163.20	42.64	1062.46	856.63	80.6%
7	87.34	309.75	274.68	148.06	45.16	864.98	671.76	77.7%
8	200.04	294.05	207.51	118.59	52.56	872.75	701.60	80.4%
9	45.90	253.34	394.00	187.55	20.19	900.98	693.25	76.9%
10	85.10	314.13	226.98	87.32	18.54	732.07	626.21	85.5%
11	41.51	245.21	215.89	92.11	25.41	620.13	502.60	81.0%
12	90.13	329.35	140.45	52.00	9.55	621.49	559.94	90.1%
13	45.12	350.50	379.44	177.57	50.70	1003.33	775.06	77.2%
14	24.90	151.21	259.25	206.50	93.22	735.07	435.36	59.2%
City Wide	1,095.08	3,839.64	4,105.65	2,011.24	629.59	11,681.20	9,040.38	77.4%

Over the next several months, staff will continue working on the optimal funding levels for alley maintenance and updating of the paving model and will provide an update in May 2019. Should there be any questions or need for clarification, please let me know.

Majed Al-Ghafry, P.E.
 Assistant City Manager

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Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Follow-up from January 2, 2019 City Council Briefing – Right of Way Management; Proposed Process and Code Changes**

On January 2, 2019, the Public Works Department provided the Mayor and City Council with a briefing of proposed process and City code revisions associated with working within the City of Dallas' right of way (ROW), after briefing the Mobility Solutions, Infrastructure & Sustainability (MSIS) Committee on November 26, 2018.

As the Mayor and City Council posed a number of questions to City staff during the January 2nd briefing, the purpose of this memorandum is to provide responses to the following outstanding questions:

1. (Mayor Pro Tem Thomas) Can a scoring matrix be developed for residents to complete at the end of a construction project?
The Public Works Department is currently developing a post-construction survey that will be uploaded to the Public Works website. The current vision is that a link to the survey will be added to the door hangers that are distributed before the start of a project. Development and implementation of the survey is expected to be complete by May 2019.
2. (Council Member Atkins)
 - a. Requested a copy of the Texas Manual on Uniform Traffic Control Devices (TMUTCD).
A copy of the publication is online at: <http://ftp.dot.state.tx.us/pub/txdot-info/trf/tmutcd/2011-rev-2/revision-2.pdf>.
 - b. How does staff complete quality assurance/quality control to assure public notification is completed before the start of projects?
Notification is handled differently depending on the scope of the project. For major reconstruction projects, City Inspectors go door-to-door along the affected block(s), approximately 2-3 weeks before a project starts and either place notification on doors or speak directly with a business or property owner. For maintenance-type projects (i.e. resurfacing, slurry seal, mill and overlays), contractors deliver notices to individual businesses or residents and will speak to individuals at those businesses or homes and/or place (door hangers). Notification will be provided to the main offices of multi-family units with several copies. For those notifications left at residents' homes, Public Works staff verifies delivery of notices through pictures (sample attached) on at least one home on each block.

DATE January 11, 2019

SUBJECT Follow-up from January 2, 2019 City Council Briefing – Right of Way Management;
Proposed Process and Code Changes

3. (Council Member Greyson and Council Member Kleinman) Proposed revisions to the Contractor Scoring Matrix; add complaints and traffic control as measures within the matrix.

Taking the feedback from the City Council briefing, staff is working with the City Attorney's Office to continue refining the scoring matrix in the coming months. A mechanism to put the scoring matrices and data online will also be developed. Staff will work to have the scoring matrix and online tool completed by April 2019.

4. (Council Member Felder) What is the timeline for completion of the project on Lamar?

Both the City's project on Lamar, as well as the TxDOT work within the limits of the City's project on Lamar, are scheduled to be completed by December 2019. The estimated completion will be updated on the project signs onsite.

5. (Council Member Arnold) What is the timeline and process for the public to file damage claims?

Claims against the City of Dallas, which must be filed within (6) months of the injury or property damage, are filed through the City's Office of Risk Management. Claims can either be submitted by completing a Notice of Claim (copy attached) or online at: <https://live.origamirisk.com/Origami/IncidentEntry/Welcome>.

Staff will continue to work on completion of the items above in preparation for a follow-up briefing with the Mayor and City Council in April 2019 with a goal to bring forward the proposed City Code changes for City Council consideration in May 2019. Should there be any questions or need for clarification, please let me know.



Majed Al-Ghafry, P.E.
Assistant City Manager

[Attachments]

c: T.C. Broadnax, City Manager
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DATE

January 11, 2019

SUBJECT

Follow-up from January 2, 2019 City Council Briefing – Right of Way Management;
Proposed Process and Code Changes

Picture of Home with Door Hanger Notification of Work (Question 2B)



NOTICE OF CLAIM
AGAINST THE CITY OF DALLAS
PERSONAL INJURY – PROPERTY DAMAGE
 File this claim within six (6) months of the injury or property damage with:

OFFICE OF RISK MANAGEMENT
1500 MARILLA 6A SOUTH
DALLAS, TEXAS 75201
214-671-9458

Please complete both pages of this form

DATE OF BIRTH:		**SSN:	
VEHICLE (Yr/Make/Model/Tag):			
PLEASE PRINT FULL NAME		PHONE NUMBER(S)	
		Business:	
		Home:	
MAIL ADDRESS		CITY, STATE AND ZIP CODE	
Was there injury?		ESTIMATE the amount of your claim against the city :	
Was there property damage?			

(Please attach documentation if necessary)

Describe in your own words WHERE, WHEN and HOW the damage or injury occurred. Give names and addresses of any others involved, if known.

WHERE Location:		
WHEN Date:	Approximate Time:	<input type="checkbox"/> AM <input type="checkbox"/> PM
HOW: Describe details of your claim(s) for damages against the city		

_____ Date

_____ Signature of Claimant

* Continue details of your claim(s)

THIS FORM MUST BE SIGNED AND DATED AS ACKNOWLEDGEMENT THAT ALL OF THE STATEMENTS MADE IN THIS CLAIM ARE TRUE AND CORRECT TO THE BEST OF YOUR KNOWLEDGE:

Date

Signature of Claimant

**** Medicare, Medicaid and SCHIP Extension Act of 2007 (MMSEA Section 111)**

Under MMSEA Section 111, any entity that pays settlement, judgment, award or other payment after July 1, 2009 is required to report that claim to Medicare. To meet these mandatory reporting requirements, you will be required to submit your date of birth and social security number before payment is made on your claim.

For additional information on MMSEA Section 111, visit: www.cms.hhs.gov.mandatoryinsrep

CHAPTER XXIII OF THE CHARTER OF THE CITY OF DALLAS REQUIRES WRITTEN NOTICE BEFORE ANY CLAIM FOR INJURY OR DAMAGE MAY BE CONSIDERED. THE CHAPTER PROVISIONS ARE QUOTED BELOW FOR INFORMATION.

"Section 1. NOTICE REQUIRED-PERSONAL INJURY-The City of Dallas shall never be liable for any personal injury, whether resulting in death or not, unless the person injured, or someone in his behalf, or in the event the injury results in death. the person or persons who may have a cause of action under the law by reason of such death injury, shall file a notice in writing with the city within six (6) months after the same has been received, stating specifically in such notice, when, where and how the exact injury occurred, and the full extent thereof, together with the amount of damages claimed or asserted."

"Section 2. NOTICE REQUIRED-INJURY TO PERSONAL OR REAL PROPERTY-The City of Dallas shall never be liable for any claims for damages or injury to real or personal property caused by the negligent act or omission of its officers, servants or employees, unless the person whose property has been injured or damaged, or someone in his behalf, shall file a claim in writing with the city within six (6) months after said damage or injury has occurred, stating specifically when, where and how the injury or damage occurred and the full extent thereof, and the amount of damages claimed or asserted."

YOU MAY SUBMIT THE COMPLETED CLAIM FORM ONE OF THREE WAYS:

1. Mail to: **City of Dallas
Office of Risk Management
1500 Marilla 6A South
Dallas, Texas 75201**

OR

2. Fax to: **214-659-7038**

OR

3. Email to: **hrrmliabclaims@dallascityhall.com**

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Follow-up from January 2, 2019 City Council Briefing – Small Cell Deployment Update**

On January 2, 2019, the Public Works Department provided the Mayor and City Council with an update on the Deployment of Small Cell Network Nodes within the City of Dallas, after briefing the Mobility Solutions, Infrastructure & Sustainability Committee on October 22, 2018.

As the Mayor and City Council posed a number of questions to City staff during the January 2nd briefing, the purpose of this memorandum is to provide responses to the following outstanding questions:

1. (Council Member Arnold) What is the life of the cameras used to monitor illegal dumping?
The batteries in the current, portable cameras last an average of 4-5 days depending on how many pictures they take. Permanent cameras could potentially be installed on small cell “smart poles” which would provide a continuous video feed. Staff is exploring the various financial and technical issues involved with camera installation.
2. (Council Member Atkins) What is the plan for deploying small cell sites within City parks?
City staff plan to brief the Park and Recreation Board on February 14th on the small cell capabilities and to gain an understanding of the Board’s desire to deploy small cell sites within parks’ rights-of-way as well as within the parks. Should the Board express a desire to deploy small cells within parks, City staff will work with the small cell providers to develop a parks deployment strategy in the coming months and will provide updates to the City Council.
3. (Council Member Felder)
 - a. Requested a copy of Senate Bill 1004. *Copy Attached.*
 - b. How did the North Texas Delegation vote? *All 31 Senators voted, “Yea” (<https://legiscan.com/TX/votes/SB1004/2017>).*
 - c. Requested a map of small cell locations in all City Council districts. *Maps attached.*
4. (Mayor and City Council) Moving forward, City staff must approach small cell deployment holistically, ensuring the technology is deployed across the entire City and that all City departments are working collaboratively.

DATE January 11, 2019
SUBJECT Follow-up from January 2, 2019 City Council Briefing – Small Cell Deployment Update

City staff from the City Manager’s Office, the Dallas Police Department (DPD), the Communication and Information Services Department, the Transportation Department, the Parks Department, the City Attorney’s Office, the Office of Emergency Management, and the Public Works Department, have already started ongoing meetings to ensure all departmental priorities are collaboratively executed. Moving forward, staff will be looking where to deploy small cell technology, to include smart street light poles, based upon (14) street light priority zones that focus on many of the City’s strategic efforts such as DPD’s Target Area Action Grid (TAAG), Market Value Analysis (MVA), and the High Injury Network/Vision Zero (HIN).

In delivering the efforts above, City staff will continue working collaboratively with the small cell providers as well as Oncor Electric. Staff will also continue working on a pilot program to bring small cell technology to residential areas. The small cell residential pilot will include an approval process of both the individual property owner immediately adjacent to where the equipment will be located as well as overall neighborhood approval.

Staff will provide another update to the Mayor and City Council in April 2019. Should there be any questions or need for clarification, please let me know.



Majed Al-Ghafry, P.E.
Assistant City Manager

[Attachments]

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AN ACT

relating to the deployment of network nodes in public right-of-way; authorizing fees.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Subtitle A, Title 9, Local Government Code, is amended by adding Chapter 284 to read as follows:

CHAPTER 284. DEPLOYMENT OF NETWORK NODES IN PUBLIC RIGHT-OF-WAY

SUBCHAPTER A. GENERAL PROVISIONS

Sec. 284.001. FINDINGS AND POLICY. (a) The legislature finds that:

(1) network nodes are instrumental to increasing access to advanced technology and information for the citizens of this state and thereby further an important public policy of having reliable wireless networks and services;

(2) this state has delegated to each municipality the fiduciary duty, as a trustee, to manage the public right-of-way for the health, safety, and welfare of the public, subject to state law;

(3) network nodes often may be deployed most effectively in the public right-of-way;

(4) network providers' access to the public right-of-way and the ability to attach network nodes to poles and structures in the public right-of-way allow network providers to densify their networks and provide next-generation services;

(5) expeditious processes and reasonable and nondiscriminatory terms, conditions, and compensation for use of the public right-of-way for network node deployments are essential to state-of-the-art wireless services and thereby further an important public policy of having reliable wireless networks and services;

(6) network nodes help ensure that this state remains competitive in the global economy;

(7) the timely permitting of network nodes in the public right-of-way is a matter of statewide concern and interest;

(8) requirements of this chapter regarding fees, charges, rates, and public right-of-way management, when considered with fees charged to other public right-of-way users under this code, are fair and reasonable and in compliance with 47 U.S.C. Section 253;

(9) to the extent this state has delegated its fiduciary responsibility to municipalities as managers of a valuable public asset, the public right-of-way, this state is acting in its role as a landowner in balancing the needs of the public and the needs of the network providers by allowing access to the public right-of-way to place network nodes in the public right-of-way strictly within the terms of this chapter; and

(10) as to each municipality, including home-rule municipalities, this state has determined that it is reasonable and necessary to allow access to the public right-of-way for the purposes of deploying network nodes to protect and safeguard the health, safety, and welfare of the public as provided by this chapter.

(b) In order to safeguard the health, safety, and welfare of the public, it is the policy of this state to promote the adoption of and encourage competition in the provision of wireless services by reducing the barriers to entry for providers of services so that

the number and types of services offered by providers continue to increase through competition.

(c) It is the policy of this state, subject to state law and strictly within the requirements and limitations prescribed by this chapter, that municipalities:

(1) retain the authority to manage the public right-of-way to ensure the health, safety, and welfare of the public; and

(2) receive from network providers fair and reasonable compensation for use of the public right-of-way and for collocation on poles.

Sec. 284.002. DEFINITIONS. In this chapter:

(1) "Antenna" means communications equipment that transmits or receives electromagnetic radio frequency signals used in the provision of wireless services.

(2) "Applicable codes" means:

(A) uniform building, fire, electrical, plumbing, or mechanical codes adopted by a recognized national code organization; and

(B) local amendments to those codes to the extent not inconsistent with this chapter.

(3) "Collocate" and "collocation" mean the installation, mounting, maintenance, modification, operation, or replacement of network nodes in a public right-of-way on or adjacent to a pole.

(4) "Decorative pole" means a streetlight pole specially designed and placed for aesthetic purposes and on which no appurtenances or attachments, other than specially designed informational or directional signage or temporary holiday or special event attachments, have been placed or are permitted to be placed according to nondiscriminatory municipal codes.

(5) "Design district" means an area that is zoned, or otherwise designated by municipal code, and for which the city maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis.

(6) "Historic district" means an area that is zoned or otherwise designated as a historic district under municipal, state, or federal law.

(7) "Law" means common law or a federal, state, or local law, statute, code, rule, regulation, order, or ordinance.

(8) "Macro tower" means a guyed or self-supported pole or monopole greater than the height parameters prescribed by Section 284.103 and that supports or is capable of supporting antennas.

(9) "Micro network node" means a network node that is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height, and that has an exterior antenna, if any, not longer than 11 inches.

(10) "Municipally owned utility pole" means a utility pole owned or operated by a municipally owned utility, as defined by Section 11.003, Utilities Code, and located in a public right-of-way.

(11) "Municipal park" means an area that is zoned or otherwise designated by municipal code as a public park for the purpose of recreational activity.

(12) "Network node" means equipment at a fixed location that enables wireless communications between user equipment and a communications network. The term:

(A) includes:

(i) equipment associated with wireless communications;

(ii) a radio transceiver, an antenna, a

battery-only backup power supply, and comparable equipment, regardless of technological configuration; and
(iii) coaxial or fiber-optic cable that is immediately adjacent to and directly associated with a particular collocation; and

(B) does not include:

(i) an electric generator;

(ii) a pole; or

(iii) a macro tower.

(13) "Network provider" means:

(A) a wireless service provider; or

(B) a person that does not provide wireless services and that is not an electric utility but builds or installs on behalf of a wireless service provider:

(i) network nodes; or

(ii) node support poles or any other structure that supports or is capable of supporting a network node.

(14) "Node support pole" means a pole installed by a network provider for the primary purpose of supporting a network node.

(15) "Permit" means a written authorization for the use of the public right-of-way or collocation on a service pole required from a municipality before a network provider may perform an action or initiate, continue, or complete a project over which the municipality has police power authority.

(16) "Pole" means a service pole, municipally owned utility pole, node support pole, or utility pole.

(17) "Private easement" means an easement or other real property right that is only for the benefit of the grantor and grantee and their successors and assigns.

(18) "Public right-of-way" means the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easement in which the municipality has an interest. The term does not include:

(A) a private easement; or

(B) the airwaves above a public right-of-way with regard to wireless telecommunications.

(19) "Public right-of-way management ordinance" means an ordinance that complies with Subchapter C.

(20) "Public right-of-way rate" means an annual rental charge paid by a network provider to a municipality related to the construction, maintenance, or operation of network nodes within a public right-of-way in the municipality.

(21) "Service pole" means a pole, other than a municipally owned utility pole, owned or operated by a municipality and located in a public right-of-way, including:

(A) a pole that supports traffic control functions;

(B) a structure for signage;

(C) a pole that supports lighting, other than a decorative pole; and

(D) a pole or similar structure owned or operated by a municipality and supporting only network nodes.

(22) "Transport facility" means each transmission path physically within a public right-of-way, extending with a physical line from a network node directly to the network, for the purpose of providing backhaul for network nodes.

(23) "Utility pole" means a pole that provides:

(A) electric distribution with a voltage rating of not more than 34.5 kilovolts; or

(B) services of a telecommunications provider, as defined by Section 51.002, Utilities Code.

(24) "Wireless service" means any service, using licensed or unlicensed wireless spectrum, including the use of Wi-Fi, whether at a fixed location or mobile, provided to the public using a network node.

(25) "Wireless service provider" means a person that provides wireless service to the public.

Sec. 284.003. LIMITATION ON SIZE OF NETWORK NODES.

(a) Except as provided by Section 284.109, a network node to which this chapter applies must conform to the following conditions:

(1) each antenna that does not have exposed elements and is attached to an existing structure or pole:

(A) must be located inside an enclosure of not more than six cubic feet in volume;

(B) may not exceed a height of three feet above the existing structure or pole; and

(C) may not protrude from the outer circumference of the existing structure or pole by more than two feet;

(2) if an antenna has exposed elements and is attached to an existing structure or pole, the antenna and all of the antenna's exposed elements:

(A) must fit within an imaginary enclosure of not more than six cubic feet;

(B) may not exceed a height of three feet above the existing structure or pole; and

(C) may not protrude from the outer circumference of the existing structure or pole by more than two feet;

(3) the cumulative size of other wireless equipment associated with the network node attached to an existing structure or pole may not:

(A) be more than 28 cubic feet in volume; or

(B) protrude from the outer circumference of the existing structure or pole by more than two feet;

(4) ground-based enclosures, separate from the pole, may not be higher than three feet six inches from grade, wider than three feet six inches, or deeper than three feet six inches; and

(5) pole-mounted enclosures may not be taller than five feet.

(b) The following types of associated ancillary equipment are not included in the calculation of equipment volume under Subsection (a):

(1) electric meters;

(2) concealment elements;

(3) telecommunications demarcation boxes;

(4) grounding equipment;

(5) power transfer switches;

(6) cut-off switches; and

(7) vertical cable runs for the connection of power and other services.

(c) Equipment attached to node support poles may not protrude from the outer edge of the node support pole by more than two feet.

(d) Equipment attached to a utility pole must be installed in accordance with the National Electrical Safety Code, subject to applicable codes, and the utility pole owner's construction standards.

SUBCHAPTER B. USE OF PUBLIC RIGHT-OF-WAY

Sec. 284.051. APPLICABILITY OF SUBCHAPTER. This subchapter applies only to activities related to transport facilities for network nodes, activities of a network provider collocating network nodes in the public right-of-way or installing, constructing, operating, modifying, replacing, and maintaining node support poles in a public right-of-way, and municipal authority in relation

to those activities.

Sec. 284.052. EXCLUSIVE USE PROHIBITED. A municipality may not enter into an exclusive arrangement with any person for use of the public right-of-way for the construction, operation, marketing, or maintenance of network nodes or node support poles.

Sec. 284.053. ANNUAL PUBLIC RIGHT-OF-WAY RATE. (a) A public right-of-way rate for use of the public right-of-way may not exceed an annual amount equal to \$250 multiplied by the number of network nodes installed in the public right-of-way in the municipality's corporate boundaries.

(b) At the municipality's discretion, the municipality may charge a network provider a lower rate or fee if the lower rate or fee is:

- (1) nondiscriminatory;
- (2) related to the use of the public right-of-way; and
- (3) not a prohibited gift of public property.

Sec. 284.054. PUBLIC RIGHT-OF-WAY RATE ADJUSTMENT. (a) In this section, "consumer price index" means the annual revised Consumer Price Index for All Urban Consumers for Texas, as published by the federal Bureau of Labor Statistics.

(b) A municipality may adjust the amount of the public right-of-way rate not more often than annually by an amount equal to one-half the annual change, if any, in the consumer price index. The municipality shall provide written notice to each network provider of the new rate, and the rate shall apply to the first payment due to the municipality on or after the 60th day following that notice.

Sec. 284.055. USE OF PUBLIC RIGHT-OF-WAY AND APPLICABLE RATE. (a) A network provider that wants to connect a network node to the network using the public right-of-way may:

- (1) install its own transport facilities subject to Subsection (b); or
- (2) obtain transport service from a person that is paying municipal fees to occupy the public right-of-way that are the equivalent of not less than \$28 per node per month.

(b) A network provider may not install its own transport facilities unless the provider:

- (1) has a permit to use the public right-of-way; and
- (2) pays to the municipality a monthly public right-of-way rate for transport facilities in an amount equal to \$28 multiplied by the number of the network provider's network nodes located in the public right-of-way for which the installed transport facilities provide backhaul unless or until the time the network provider's payment of municipal fees to the municipality exceeds its monthly aggregate per-node compensation to the municipality.

(c) A public right-of-way rate required by Subsection (b) is in addition to any public right-of-way rate required by Section 284.053.

Sec. 284.056. COLLOCATION OF NETWORK NODES ON SERVICE POLES. A municipality, subject to an agreement with the municipality that does not conflict with this chapter, shall allow collocation of network nodes on service poles on nondiscriminatory terms and conditions and at a rate not greater than \$20 per year per service pole.

Sec. 284.057. PROHIBITION ON OTHER COMPENSATION. A municipality may not require a network provider to pay any compensation other than the compensation authorized by this chapter for the right to use a public right-of-way for network nodes, node support poles, or transport facilities for network nodes.

SUBCHAPTER C. ACCESS AND APPROVALS

Sec. 284.101. RIGHT OF ACCESS TO PUBLIC RIGHT-OF-WAY.

(a) Except as specifically provided by this chapter, and subject to the requirements of this chapter and the approval of a permit application, if required, a network provider is authorized, as a permitted use, without need for a special use permit or similar zoning review and not subject to further land use approval, to do the following in the public right-of-way:

(1) construct, modify, maintain, operate, relocate, and remove a network node or node support pole;

(2) modify or replace a utility pole or node support pole; and

(3) collocate on a pole, subject to an agreement with the municipality that does not conflict with this chapter.

(b) A network provider taking an action authorized by Subsection (a) is subject to applicable codes, including applicable public right-of-way management ordinances.

Sec. 284.102. GENERAL CONSTRUCTION AND MAINTENANCE REQUIREMENTS. A network provider shall construct and maintain network nodes and node support poles described by Section 284.101 in a manner that does not:

(1) obstruct, impede, or hinder the usual travel or public safety on a public right-of-way;

(2) obstruct the legal use of a public right-of-way by other utility providers;

(3) violate nondiscriminatory applicable codes;

(4) violate or conflict with the municipality's publicly disclosed public right-of-way design specifications; or

(5) violate the federal Americans with Disabilities Act of 1990 (42 U.S.C. Section 12101 et seq.).

Sec. 284.103. GENERAL LIMITATION ON PLACEMENT OF POLES. A network provider shall ensure that each new, modified, or replacement utility pole or node support pole installed in a public right-of-way in relation to which the network provider received approval of a permit application does not exceed the lesser of:

(1) 10 feet in height above the tallest existing utility pole located within 500 linear feet of the new pole in the same public right-of-way; or

(2) 55 feet above ground level.

Sec. 284.104. INSTALLATION IN MUNICIPAL PARKS AND RESIDENTIAL AREAS. (a) A network provider may not install a new node support pole in a public right-of-way without the municipality's discretionary, nondiscriminatory, and written consent if the public right-of-way is in a municipal park or is adjacent to a street or thoroughfare that is:

(1) not more than 50 feet wide; and

(2) adjacent to single-family residential lots or other multifamily residences or undeveloped land that is designated for residential use by zoning or deed restrictions.

(b) In addition to the requirement prescribed by Subsection (a), a network provider installing a network node or node support pole in a public right-of-way described by Subsection (a) shall comply with private deed restrictions and other private restrictions in the area that apply to those facilities.

Sec. 284.105. INSTALLATION IN HISTORIC OR DESIGN DISTRICTS.

(a) A network provider must obtain advance approval from a municipality before collocating new network nodes or installing new node support poles in an area of the municipality zoned or otherwise designated as a historic district or as a design district if the district has decorative poles. As a condition for approval of new network nodes or new node support poles in a historic district or a design district with decorative poles, a municipality may require reasonable design or concealment measures for the new network nodes or new node support poles. A municipality may request that a

network provider comply with the design and aesthetic standards of the historic or design district and explore the feasibility of using certain camouflage measures to improve the aesthetics of the new network nodes, new node support poles, or related ground equipment, or any portion of the nodes, poles, or equipment, to minimize the impact to the aesthetics in a historic district or on a design district's decorative poles.

(b) This section may not be construed to limit a municipality's authority to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority under 47 U.S.C. Section 332(c)(7), the requirements for facility modifications under 47 U.S.C. Section 1455(a), or the National Historic Preservation Act of 1966 (54 U.S.C. Section 300101 et seq.), and the regulations adopted to implement those laws.

Sec. 284.106. EQUIPMENT CABINETS. A network provider shall ensure that the vertical height of an equipment cabinet installed as part of a network node does not exceed the height limitation prescribed by Section 284.003, subject to approval of the pole's owner if applicable.

Sec. 284.107. COMPLIANCE WITH UNDERGROUNDING REQUIREMENT.

(a) A network provider shall, in relation to installation for which the municipality approved a permit application, comply with nondiscriminatory undergrounding requirements, including municipal ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing aboveground structures in a public right-of-way without first obtaining zoning or land use approval.

(b) A requirement or restriction described by Subsection (a) may not be interpreted to prohibit a network provider from replacing an existing structure.

Sec. 284.108. DESIGN MANUAL. (a) A municipality may adopt a design manual for the installation and construction of network nodes and new node support poles in the public right-of-way that includes additional installation and construction details that do not conflict with this chapter. The design manual may include:

(1) a requirement that an industry standard pole load analysis be completed and submitted to the municipality indicating that the service pole to which the network node is to be attached will safely support the load; and

(2) a requirement that network node equipment placed on new and existing poles be placed more than eight feet above ground level.

(b) A network provider shall comply with a design manual, if any, in place on the date a permit application is filed in relation to work for which the municipality approved the permit application. A municipality's obligations under Section 284.154 may not be tolled or extended pending the adoption or modification of a design manual.

Sec. 284.109. EXCEPTIONS. Subject to Subchapter D, a network provider may construct, modify, or maintain in a public right-of-way a network node or node support pole that exceeds the height or distance limitations prescribed by this chapter only if the municipality approves the construction, modification, or maintenance subject to all applicable zoning or land use regulations and applicable codes.

Sec. 284.110. DISCRIMINATION PROHIBITED. A municipality, in the exercise of the municipality's administrative and regulatory authority related to the management of and access to the public right-of-way, must be competitively neutral with regard to other users of the public right-of-way.

SUBCHAPTER D. APPLICATIONS AND PERMITS

Sec. 284.151. PROHIBITION OF CERTAIN MUNICIPAL ACTIONS.

(a) Except as otherwise provided by this chapter, a municipality may not prohibit, regulate, or charge for the installation or collocation of network nodes in a public right-of-way.

(b) A municipality may not directly or indirectly require, as a condition for issuing a permit required under this chapter, that the applicant perform services unrelated to the installation or collocation for which the permit is sought, including in-kind contributions such as reserving fiber, conduit, or pole space for the municipality.

(c) A municipality may not institute a moratorium, in whole or in part, express or de facto, on:

(1) filing, receiving, or processing applications; or

(2) issuing permits or other approvals, if any, for the installation of network nodes or node support poles.

Sec. 284.152. AUTHORITY TO REQUIRE PERMIT. (a) Except as otherwise provided by this chapter, a municipality may require a network provider to obtain one or more permits to install a network node, node support pole, or transport facility in a public right-of-way if the permit:

(1) is of general applicability to users of the public right-of-way;

(2) does not apply exclusively to network nodes; and

(3) is processed on nondiscriminatory terms and conditions regardless of the type of entity submitting the application for the permit.

(b) A network provider that wants to install or collocate multiple network nodes inside the territorial jurisdiction of a single municipality is entitled to file a consolidated permit application with the municipality for not more than 30 network nodes and receive permits for the installation or collocation of those network nodes.

Sec. 284.153. GENERAL PROCESS RELATING TO PERMIT APPLICATION. (a) Except as otherwise provided by this section, a municipality may not require an applicant to provide more information to obtain the permit than a telecommunications utility that is not a network provider is required to provide unless the information directly relates to the requirements of this chapter.

(b) As part of the standard form for a permit application, a municipality may require the applicant to include applicable construction and engineering drawings and information to confirm that the applicant will comply with the municipality's publicly disclosed public right-of-way design specifications and applicable codes.

(c) A municipality may require an applicant to provide:

(1) information reasonably related to the provider's use of the public right-of-way under this chapter to ensure compliance with this chapter;

(2) a certificate that the network node complies with applicable regulations of the Federal Communications Commission; and

(3) certification that the proposed network node will be placed into active commercial service by or for a network provider not later than the 60th day after the date the construction and final testing of the network node is completed.

Sec. 284.154. MUNICIPAL REVIEW PROCESS. (a) A municipality shall process each permit application on a nondiscriminatory basis.

(b) Not later than the 30th day after the date the municipality receives an application for a permit for a network node or node support pole, or the 10th day after the date the municipality receives an application for a permit for a transport

facility, the municipality shall determine whether the application is complete and notify the applicant of that determination. If the municipality determines that the application is not complete, the municipality shall specifically identify the missing information.

(c) A municipality shall approve an application that does not require zoning or land use approval under this chapter unless the application or the corresponding work to be performed under the permit does not comply with the municipality's applicable codes or other municipal rules, regulations, or other law that is consistent with this chapter.

(d) A municipality must approve or deny an application for a node support pole not later than the 150th day after the date the municipality receives the complete application. A municipality must approve or deny an application for a network node not later than the 60th day after the date the municipality receives the complete application. A municipality must approve or deny an application for a transport facility not later than the 21st day after the date the municipality receives a complete application. An application for a permit for a node support pole, network node, or transport facility shall be deemed approved if the application is not approved or denied on or before the applicable date for approval or denial prescribed by this subsection.

(e) A municipality that denies a complete application must document the basis for the denial, including the specific applicable code provisions or other municipal rules, regulations, or other law on which the denial was based. The municipality shall send the documentation by electronic mail to the applicant on or before the date the municipality denies the application.

(f) Not later than the 30th day after the date the municipality denies the application, the applicant may cure the deficiencies identified in the denial documentation and resubmit the application without paying an additional application fee, other than a fee for actual costs incurred by the municipality. Notwithstanding Subsection (d), the municipality shall approve or deny the revised completed application after a denial not later than the 90th day after the date the municipality receives the completed revised application. The municipality's review of the revised application is limited to the deficiencies cited in the denial documentation.

Sec. 284.155. TIME OF INSTALLATION. (a) A network provider shall begin the installation for which a permit is granted not later than six months after final approval and shall diligently pursue the installation to completion.

(b) Notwithstanding Subsection (a), the municipality may place a longer time limit on completion or grant reasonable extensions of time as requested by the network provider.

Sec. 284.156. APPLICATION FEES. (a) A municipality may charge an application fee for a permit only if the municipality requires the payment of the fee for similar types of commercial development inside the municipality's territorial jurisdiction other than a type for which application or permit fees are not allowed by law.

(b) The amount of an application fee charged by a municipality may not exceed the lesser of:

(1) the actual, direct, and reasonable costs the municipality determines are incurred in granting or processing an application that are reasonably related in time to the time the costs of granting or processing an application are incurred; or

(2) \$500 per application covering up to five network nodes, \$250 for each additional network node per application, and \$1,000 per application for each pole.

(c) In determining for purposes of Subsection (b) (1) the

amount of the actual, direct, and reasonable costs, the municipality may not:

(1) include costs incurred by the municipality in relation to third-party legal or engineering review of an application; or

(2) direct payments or reimbursement of third-party public right-of-way rates or fees charged on a contingency basis or under a result-based arrangement.

Sec. 284.157. CERTAIN WORK EXEMPTED. (a) Notwithstanding any other provision of this chapter, a municipality may not require a network provider to submit an application, obtain a permit, or pay a rate for:

(1) routine maintenance that does not require excavation or closing of sidewalks or vehicular lanes in a public right-of-way;

(2) replacing or upgrading a network node or pole with a node or pole that is substantially similar in size or smaller and that does not require excavation or closing of sidewalks or vehicular lanes in a public right-of-way; or

(3) the installation, placement, maintenance, operation, or replacement of micro network nodes that are strung on cables between existing poles or node support poles, in compliance with the National Electrical Safety Code.

(b) For purposes of Subsection (a) (2):

(1) a network node or pole is considered to be "substantially similar" if:

(A) the new or upgraded network node, including the antenna or other equipment element, will not be more than 10 percent larger than the existing node, provided that the increase may not result in the node exceeding the size limitations provided by Section 284.003; and

(B) the new or upgraded pole will not be more than 10 percent higher than the existing pole, provided that the increase may not result in the pole exceeding the applicable height limitations prescribed by Section 284.103;

(2) the replacement or upgrade does not include replacement of an existing node support pole; and

(3) the replacement or upgrade does not defeat existing concealment elements of a node support pole.

(c) The determination under Subsection (b) (1) of whether a replacement or upgrade is substantially similar is made by measuring from the dimensions of the network node or node support pole as approved by the municipality.

(d) Notwithstanding Subsection (a):

(1) a municipality may require advance notice of work described by that subsection;

(2) a network provider may replace or upgrade a pole only with the approval of the pole's owner; and

(3) the size limitations may not in any event exceed the parameters prescribed by Section 284.003 without the municipality's approval in accordance with Section 284.109, with the municipality acting on behalf of this state as the fiduciary trustee of public property.

SUBCHAPTER E. ACCESS TO MUNICIPALLY OWNED UTILITY POLES

Sec. 284.201. USE OF MUNICIPALLY OWNED UTILITY POLES.

(a) The governing body of a municipally owned utility shall allow collocation of network nodes on municipally owned utility poles on nondiscriminatory terms and conditions and pursuant to a negotiated pole attachment agreement, including any applicable permitting requirements of the municipally owned utility.

(b) The annual pole attachment rate for the collocation of a network node supported by or installed on a municipally owned

utility pole shall be based on a pole attachment rate consistent with Section 54.204, Utilities Code, applied on a per-foot basis.

(c) The requirements of Subchapters B, C, and D applicable to the installation of a network node supported by or installed on a pole do not apply to a network node supported by or installed on a municipally owned utility pole.

SUBCHAPTER F. EFFECT ON OTHER UTILITIES AND PROVIDERS

Sec. 284.251. DEFINITIONS. In this subchapter:

(1) "Cable service" and "video service" have the meanings assigned by Section 66.002, Utilities Code.

(2) "Electric cooperative" has the meaning assigned by Section 11.003, Utilities Code.

(3) "Electric utility" has the meaning assigned by Section 31.002, Utilities Code.

(4) "Telecommunications provider" has the meaning assigned by Section 51.002, Utilities Code.

(5) "Telephone cooperative" has the meaning assigned by Section 162.003, Utilities Code.

Sec. 284.252. EFFECT ON INVESTOR-OWNED ELECTRIC UTILITIES, ELECTRIC COOPERATIVES, TELEPHONE COOPERATIVES, AND TELECOMMUNICATIONS PROVIDERS. Nothing in this chapter shall govern attachment of network nodes on poles and other structures owned or operated by investor-owned electric utilities, electric cooperatives, telephone cooperatives, or telecommunications providers. This chapter does not confer on municipalities any new authority over those utilities, cooperatives, or providers.

Sec. 284.253. EFFECT ON PROVIDERS OF CABLE SERVICES OR VIDEO SERVICES. (a) An approval for the installation, placement, maintenance, or operation of a network node or transport facility under this chapter may not be construed to confer authorization to provide:

(1) cable service or video service without complying with all terms of Chapter 66, Utilities Code; or

(2) information service as defined by 47 U.S.C. Section 153(24), or telecommunications service as defined by 47 U.S.C. Section 153(53), in the public right-of-way.

(b) Except as provided by this chapter, a municipality may not adopt or enforce any regulations or requirements that would require a wireless service provider, or its affiliate, that holds a cable or video franchise under Chapter 66, Utilities Code, to obtain any additional authorization or to pay any fees based on the provider's provision of wireless service over its network nodes.

SUBCHAPTER G. GENERAL CONDITIONS OF ACCESS

Sec. 284.301. LOCAL POLICE-POWER-BASED REGULATIONS.

(a) Subject to this chapter and applicable federal and state law, a municipality may continue to exercise zoning, land use, planning, and permitting authority in the municipality's boundaries, including with respect to utility poles.

(b) A municipality may exercise that authority to impose police-power-based regulations for the management of the public right-of-way that apply to all persons subject to the municipality.

(c) A municipality may impose police-power-based regulations in the management of the activities of network providers in the public right-of-way only to the extent that the regulations are reasonably necessary to protect the health, safety, and welfare of the public.

Sec. 284.302. INDEMNIFICATION. The indemnification provisions of Sections 283.057(a) and (b) apply to a network provider accessing a public right-of-way under this chapter.

Sec. 284.303. RELOCATION. Except as provided in existing state and federal law, a network provider shall relocate or adjust network nodes in a public right-of-way in a timely manner and

without cost to the municipality managing the public right-of-way.
Sec. 284.304. INTERFERENCE. (a) A network provider shall
operate all network nodes in accordance with all applicable laws,
including regulations adopted by the Federal Communications
Commission.

(b) A network provider shall ensure that the operation of a
network node does not cause any harmful radio frequency
interference to a Federal Communications Commission-authorized
mobile telecommunications operation of the municipality operating
at the time the network node was initially installed or
constructed. On written notice, a network provider shall take all
steps reasonably necessary to remedy any harmful interference.

SECTION 2. (a) In this section, "collocation," "network
node," "network provider," and "public right-of-way" have the
meanings assigned by Section 284.002, Local Government Code, as
added by this Act.

(b) Public/private agreements between a municipality and a
network provider for the deployment of network nodes in the public
right-of-way on fair and reasonable terms as provided by Chapter
284, Local Government Code, as added by this Act, and corresponding
ordinances governing that deployment, are necessary to protect the
health, safety, and welfare of the public by facilitating robust
and dependable wireless networks. Accordingly, those agreements
and ordinances shall be conformed as provided by this section.

(c) Subject to Subsection (d) of this section, the rates,
terms, and conditions of agreements and ordinances entered into or
enacted before the effective date of this Act shall apply to all
network nodes installed and operational before the effective date
of this Act.

(d) For all network nodes installed and operational on or
after the effective date of this Act:

(1) if a rate, term, or condition of an agreement or
ordinance related to the construction, collocation, operation,
modification, or maintenance of network nodes does not comply with
the requirements of Chapter 284, Local Government Code, as added by
this Act, a municipality shall amend the agreement or ordinance to
comply with the requirements of Chapter 284, Local Government Code,
as added by this Act, and the amended rates, terms, or conditions
shall take effect for those network nodes on the six-month
anniversary of the effective date of this Act; and

(2) the rates, terms, and conditions of each agreement
executed, and each ordinance enacted, on or after the effective
date of this Act shall comply with the requirements of Chapter 284,
Local Government Code, as added by this Act.

SECTION 3. This Act takes effect September 1, 2017.

President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1004 passed the Senate on
April 6, 2017, by the following vote: Yeas 29, Nays 0, two present
not voting; and that the Senate concurred in House amendment on
May 25, 2017, by the following vote: Yeas 29, Nays 0, two present
not voting.

Secretary of the Senate

I hereby certify that S.B. No. 1004 passed the House, with amendment, on May 18, 2017, by the following vote: Yeas 140, Nays 6, two present not voting.

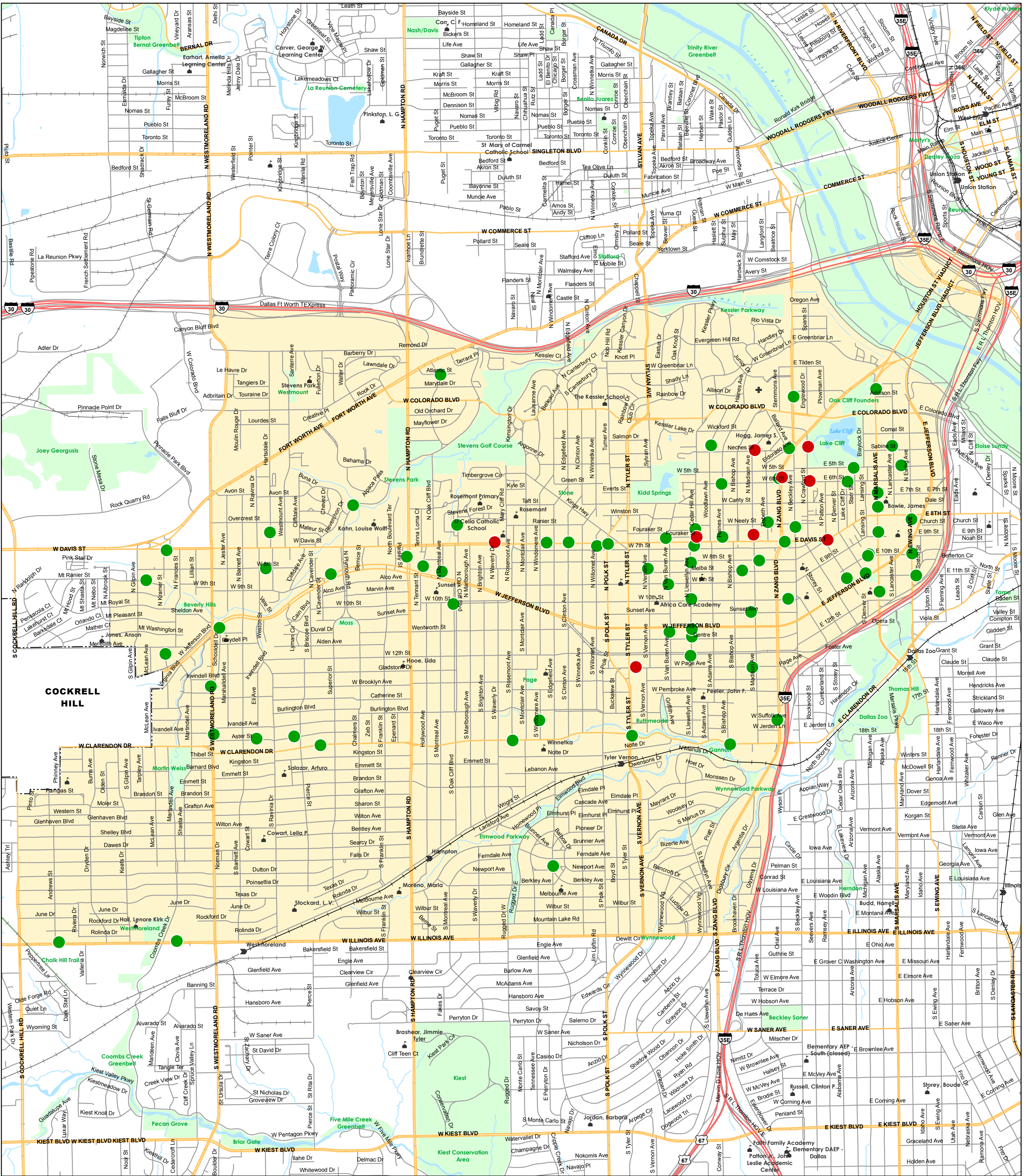
Chief Clerk of the House

Approved:

Date

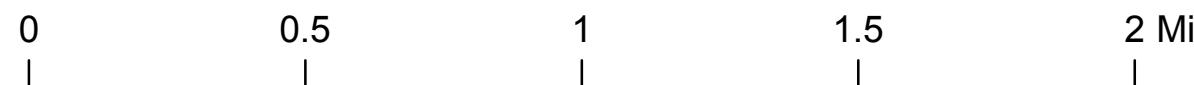
Governor

Small Cell Locations – District 1



Permit Status

- Issued
- Application Incomplete

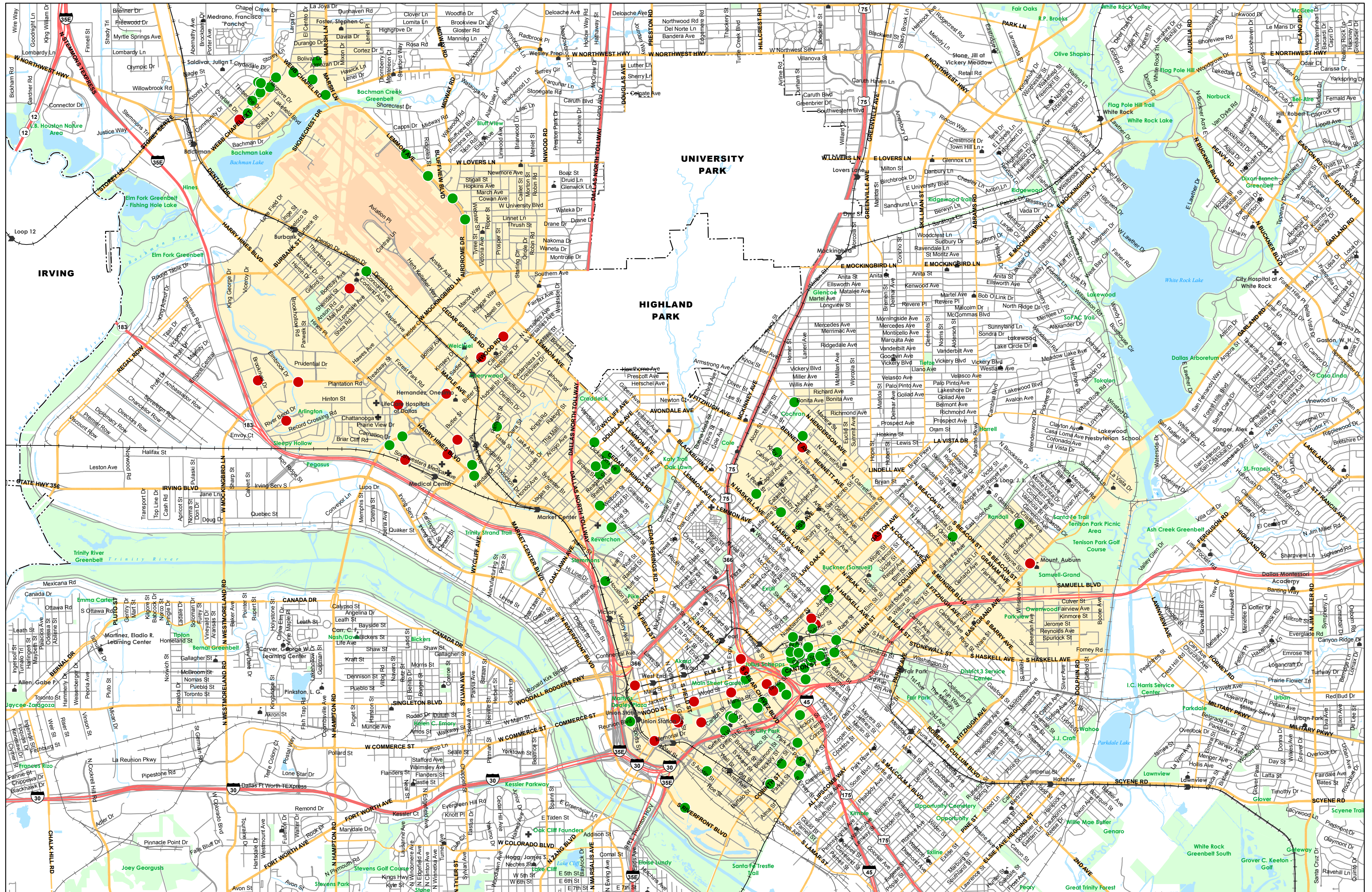


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Prepared on January 7, 2019 by the Department of Public Works.

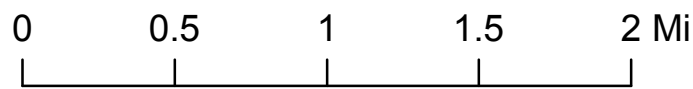


Small Cell Locations – District 2



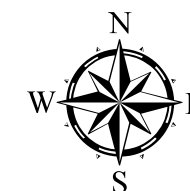
Permit Status

- Issued
- Application Incomplete



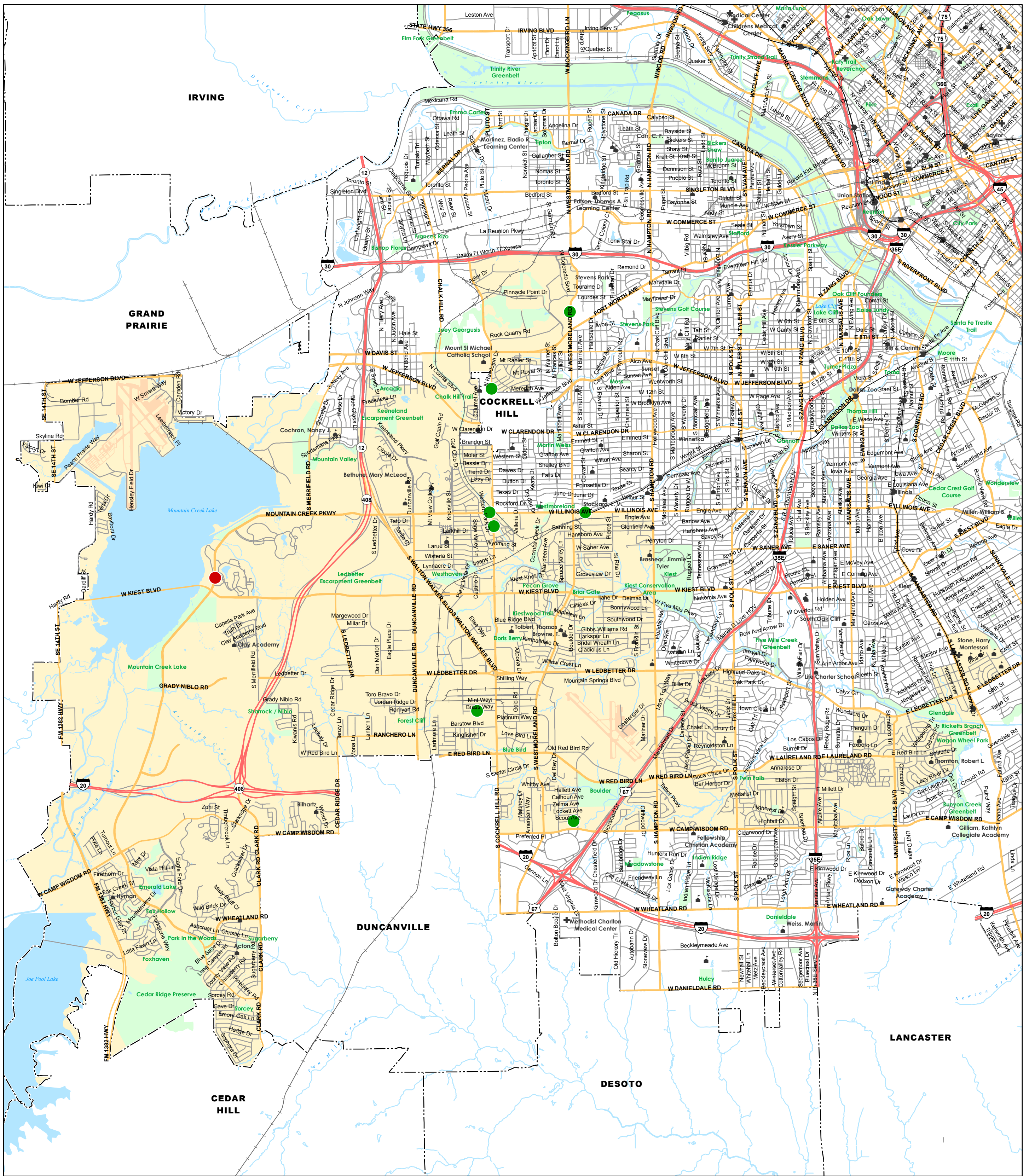
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Prepared on January 7, 2019 by the Department of Public Works.



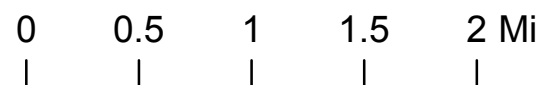
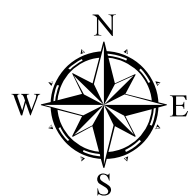
City of Dallas

Small Cell Locations – District 3



Permit Status

- Issued
- Application Incomplete



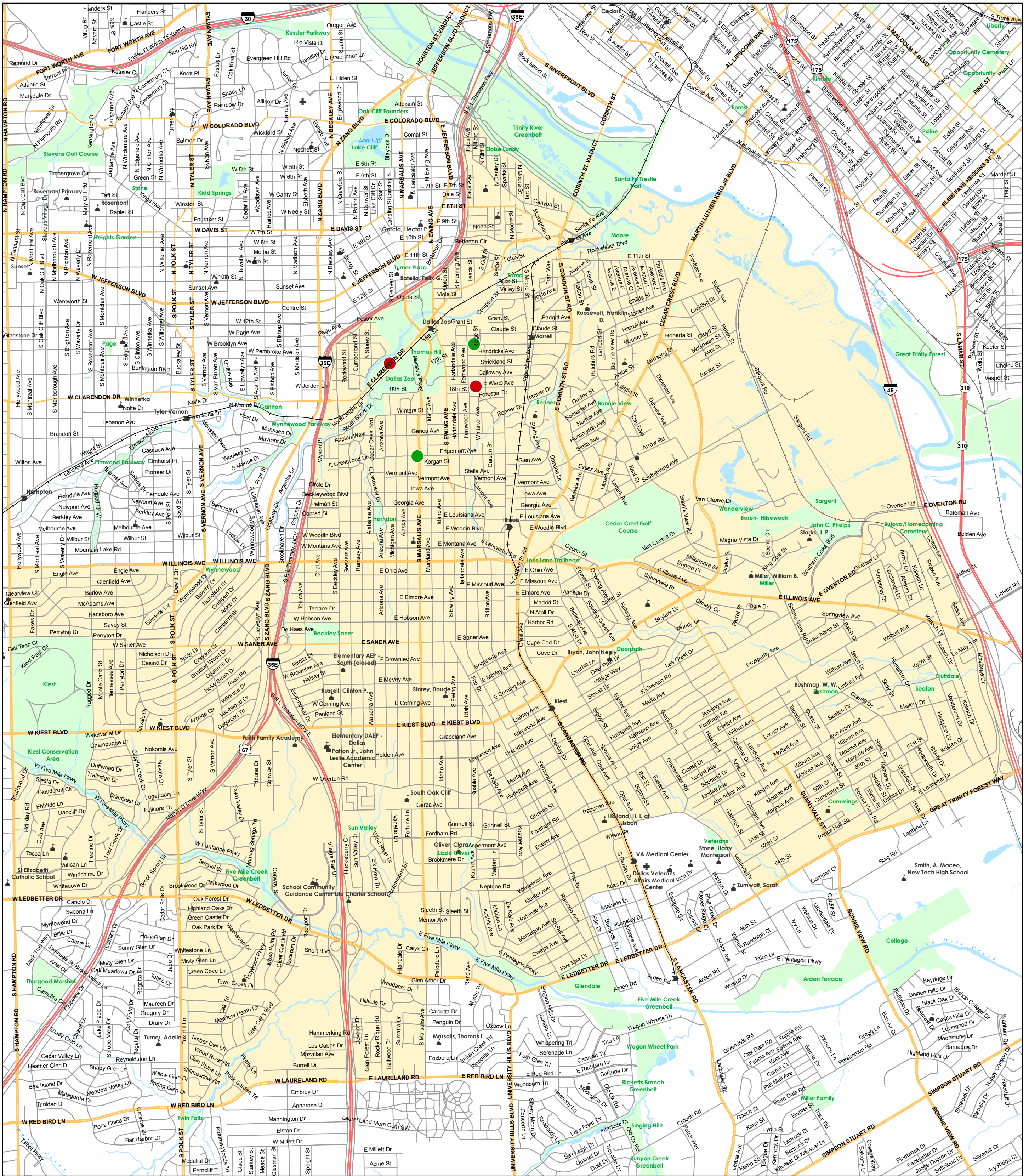
The City of Dallas makes no representation of any kind, including, but not limited to, warranties of merchantability or fitness for a particular purpose or use, nor are any such warranties to be implied with respect to the information, data or services furnished herein.

Prepared on January 7, 2019 by the Department of Public Works.



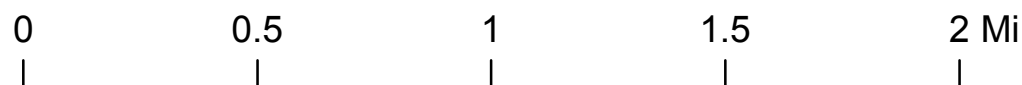
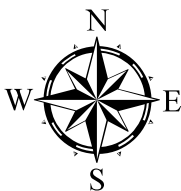
City of Dallas

Small Cell Locations – District 4



Permit Status

- Issued
- Application Incomplete



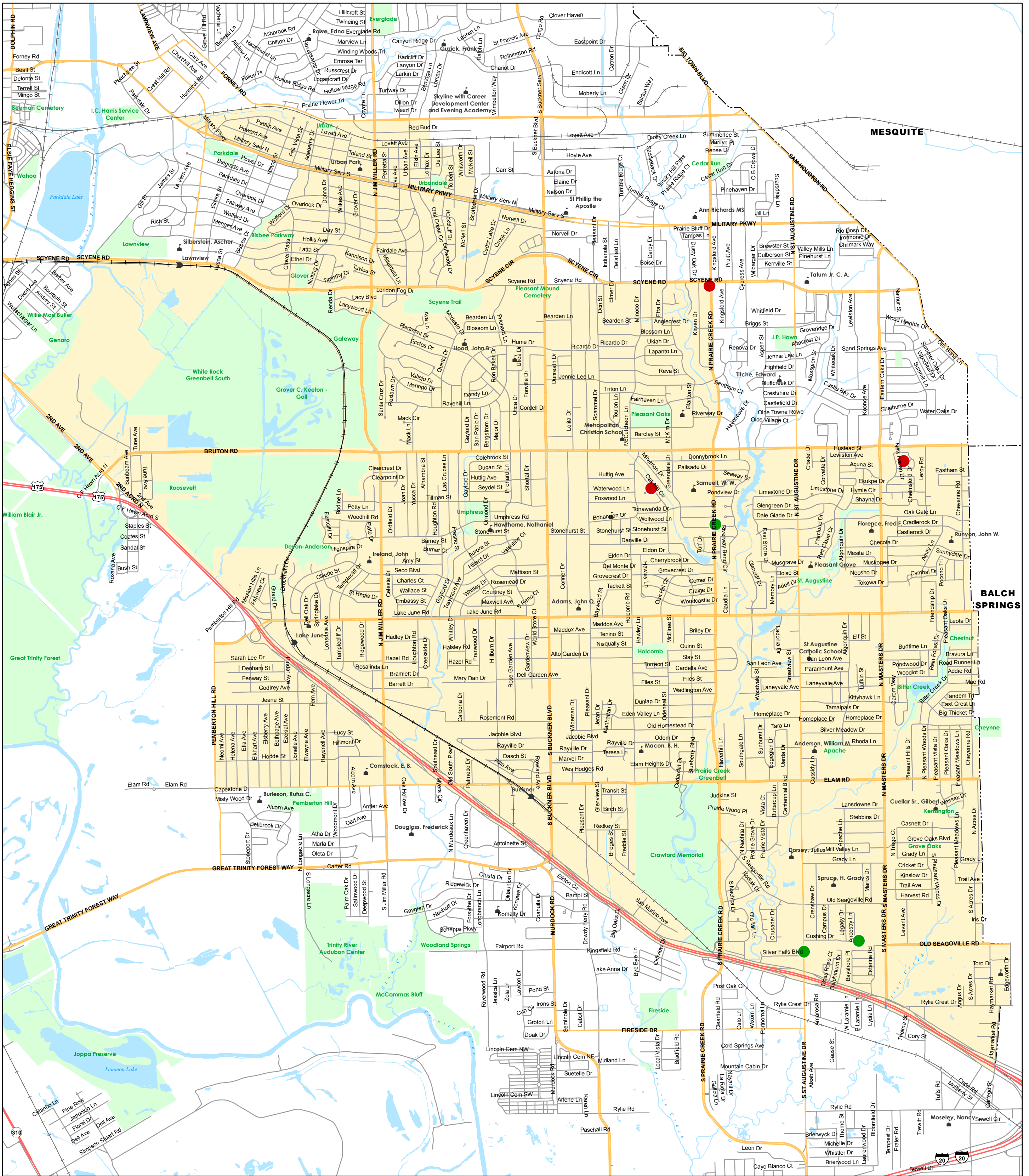
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Prepared on January 7, 2019 by the Department of Public Works.



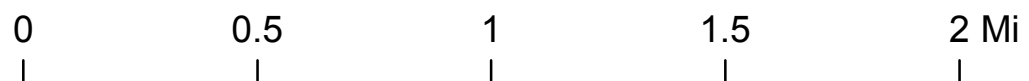
City of Dallas

Small Cell Locations – District 5



Permit Status

- Issued
- Application Incomplete



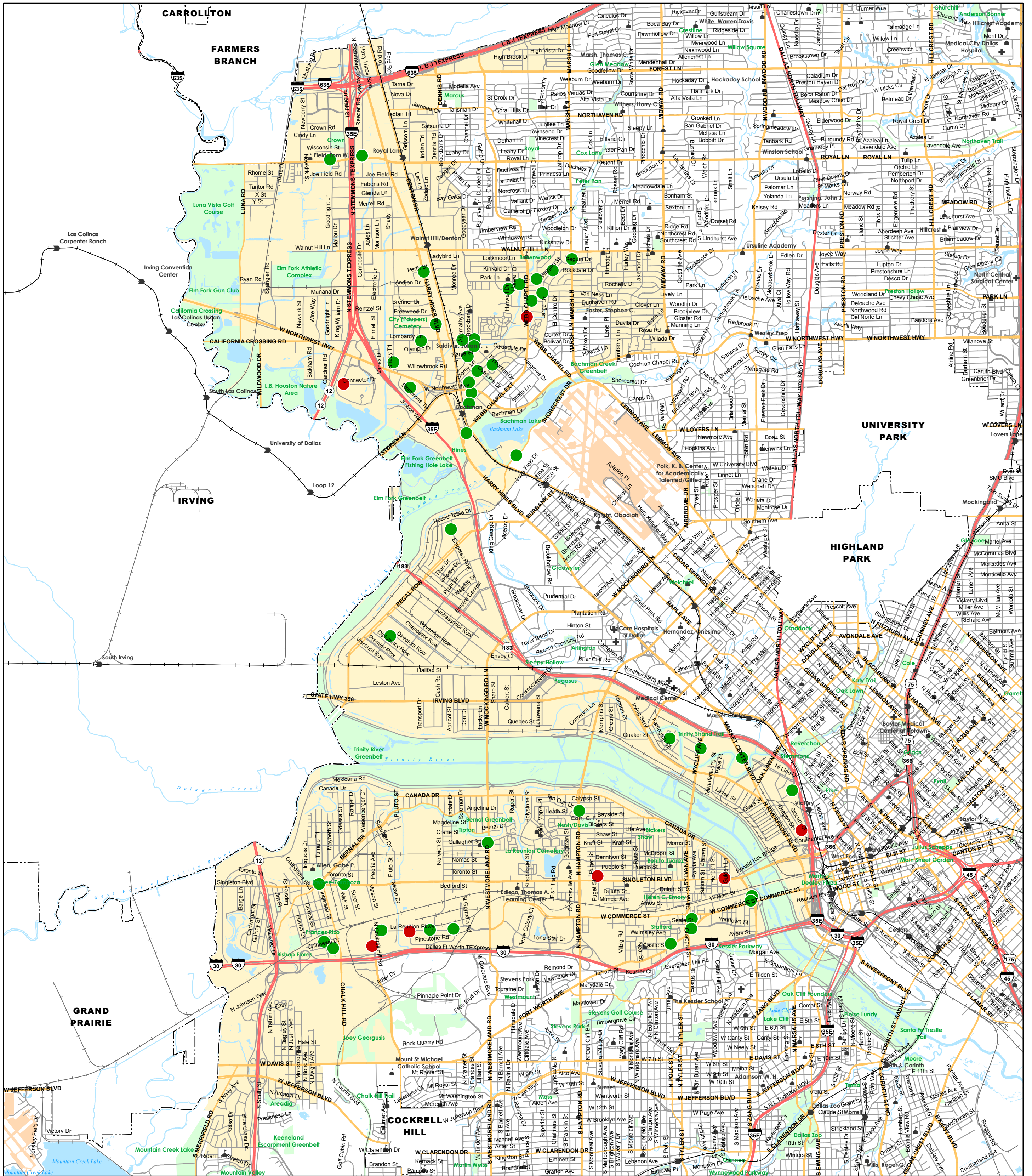
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Prepared on January 7, 2019 by the Department of Public Works.



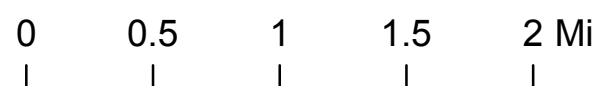
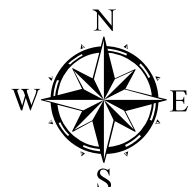
City of Dallas

Small Cell Locations – District 6



Permit Status

- Issued
- Application Incomplete



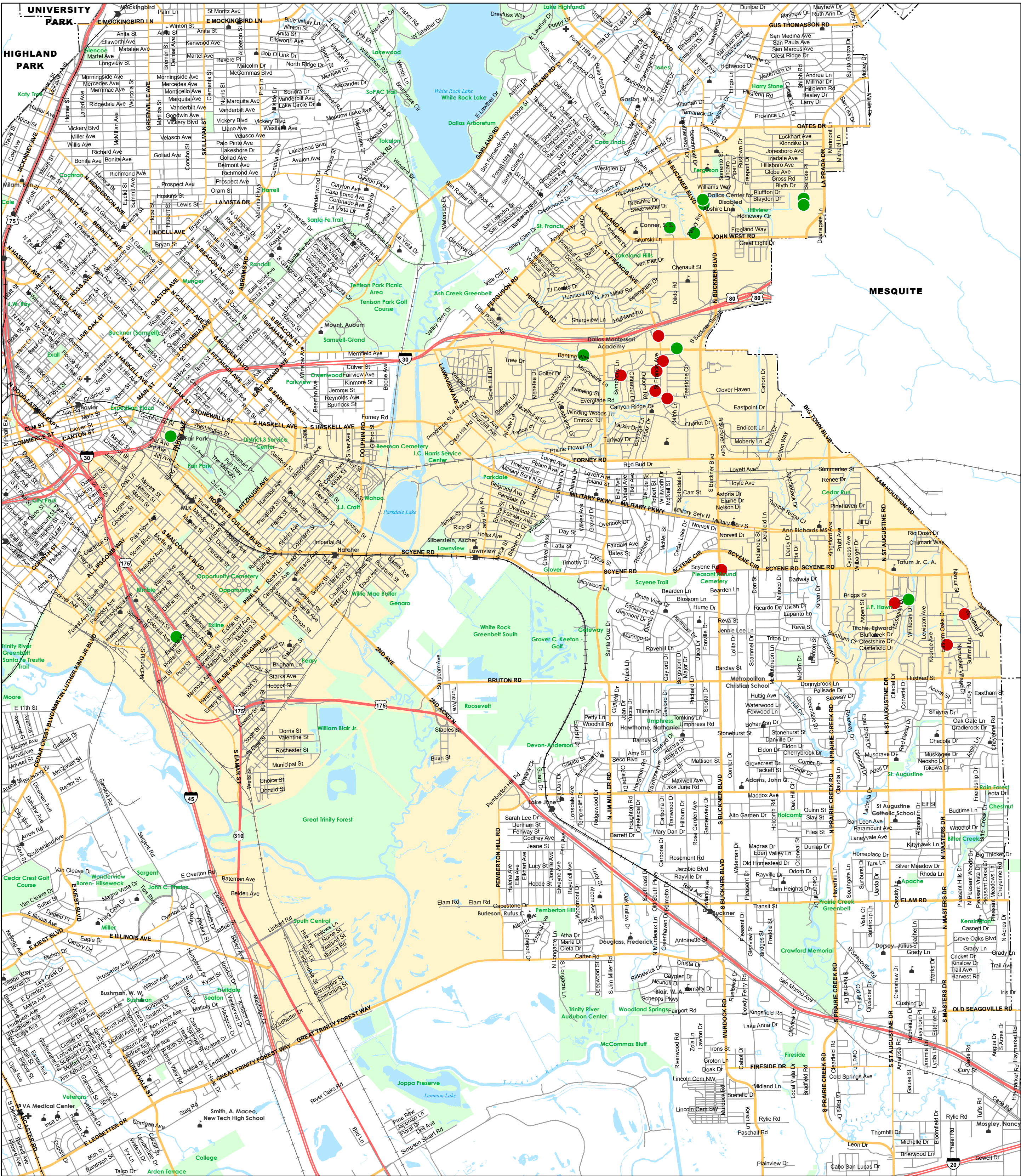
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Prepared on January 7, 2019 by the Department of Public Works.



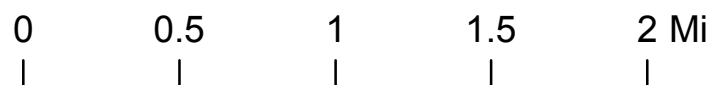
City of Dallas

Small Cell Locations – District 7



Permit Status

- Issued
- Application Incomplete



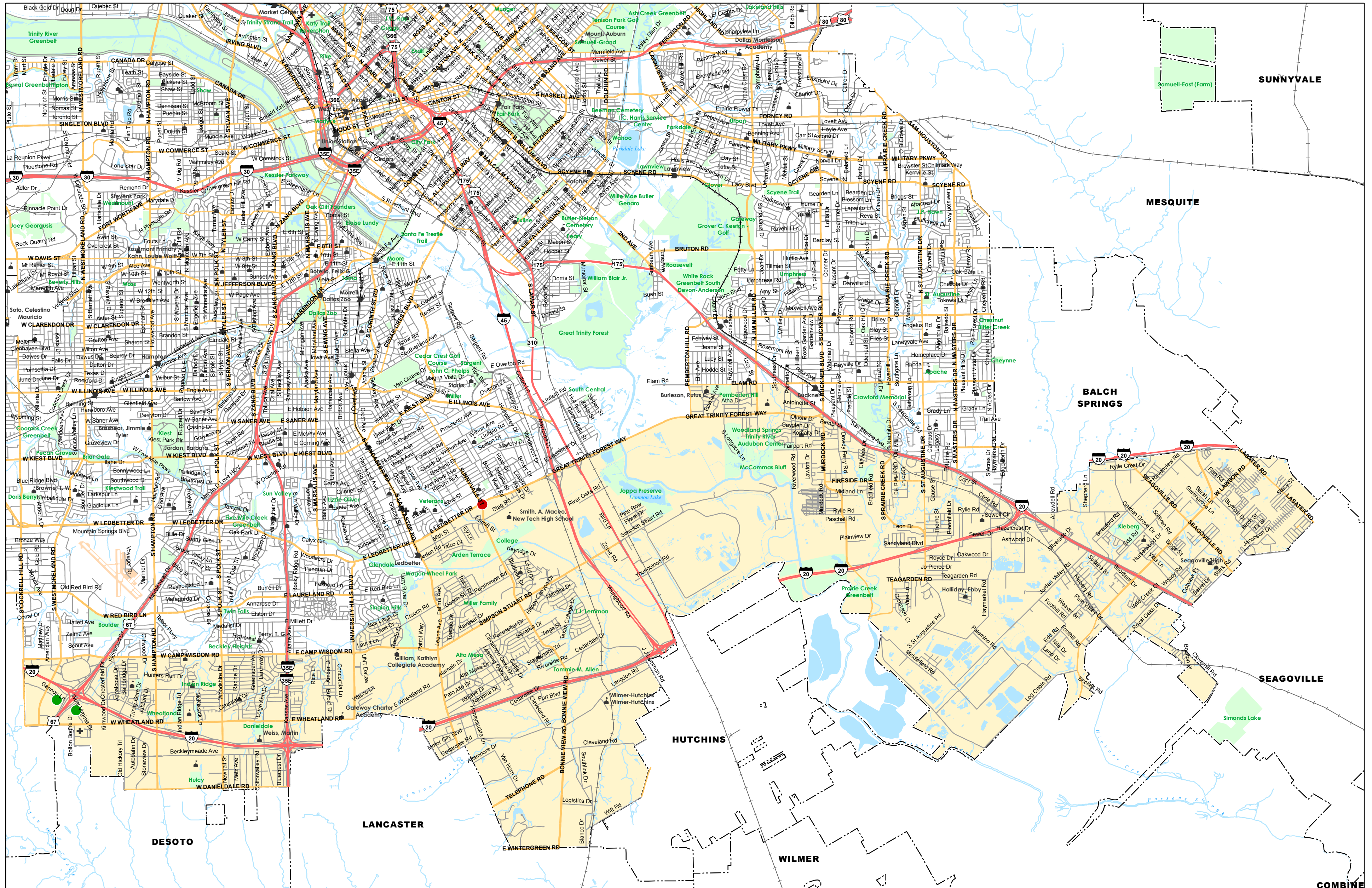
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Prepared on January 7, 2019 by the Department of Public Works.



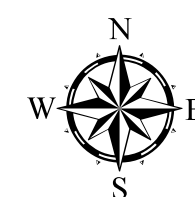
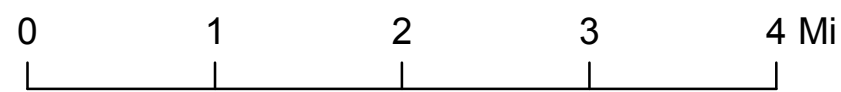
City of Dallas

Small Cell Locations – District 8



Permit Status

- Issued
- Application Incomplete



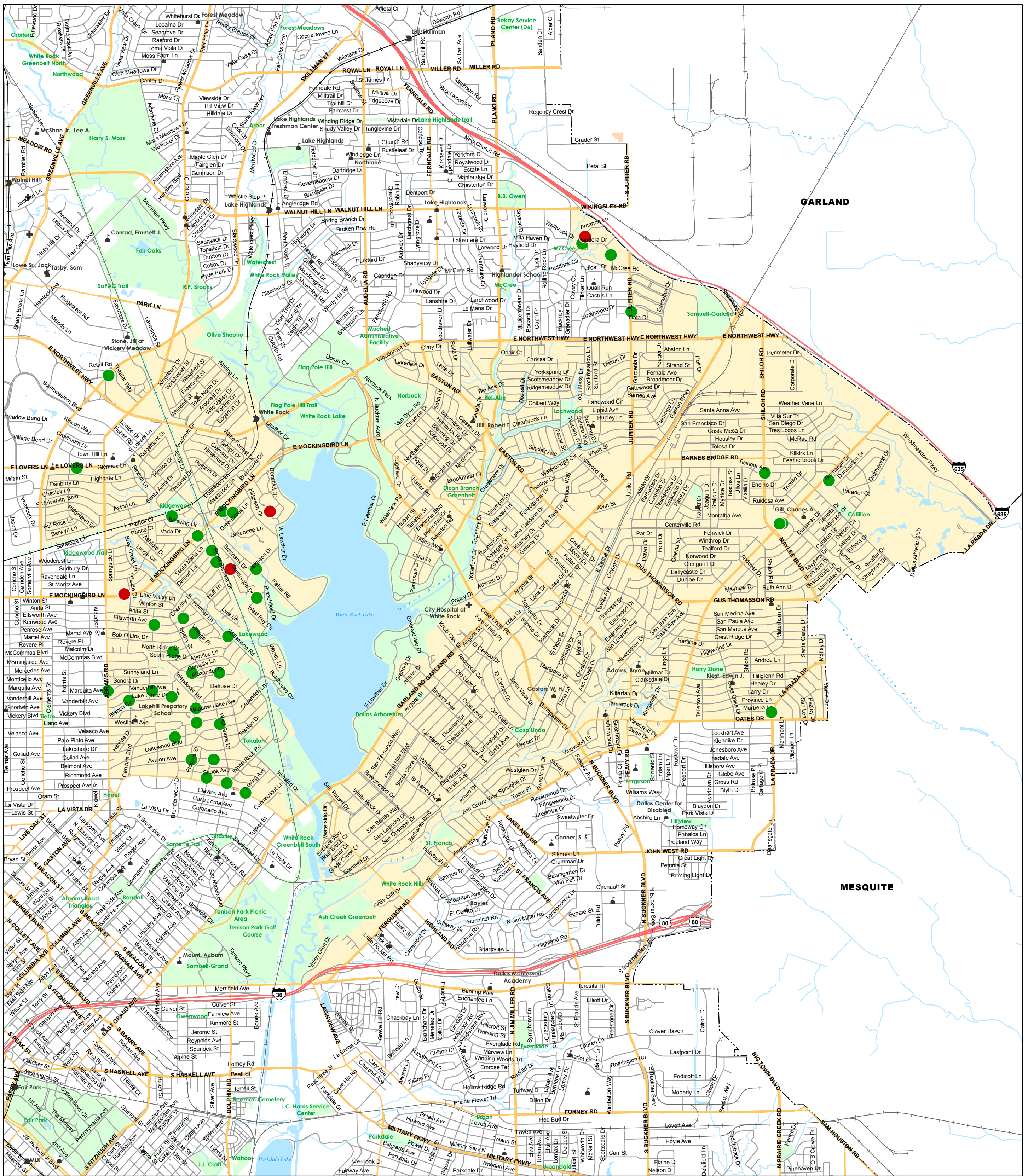
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Prepared on January 7, 2019 by the Department of Public Works.



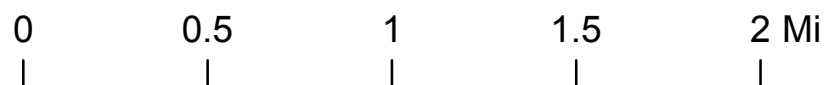
City of Dallas

Small Cell Locations – District 9



Permit Status

- Issued
- Application Incomplete



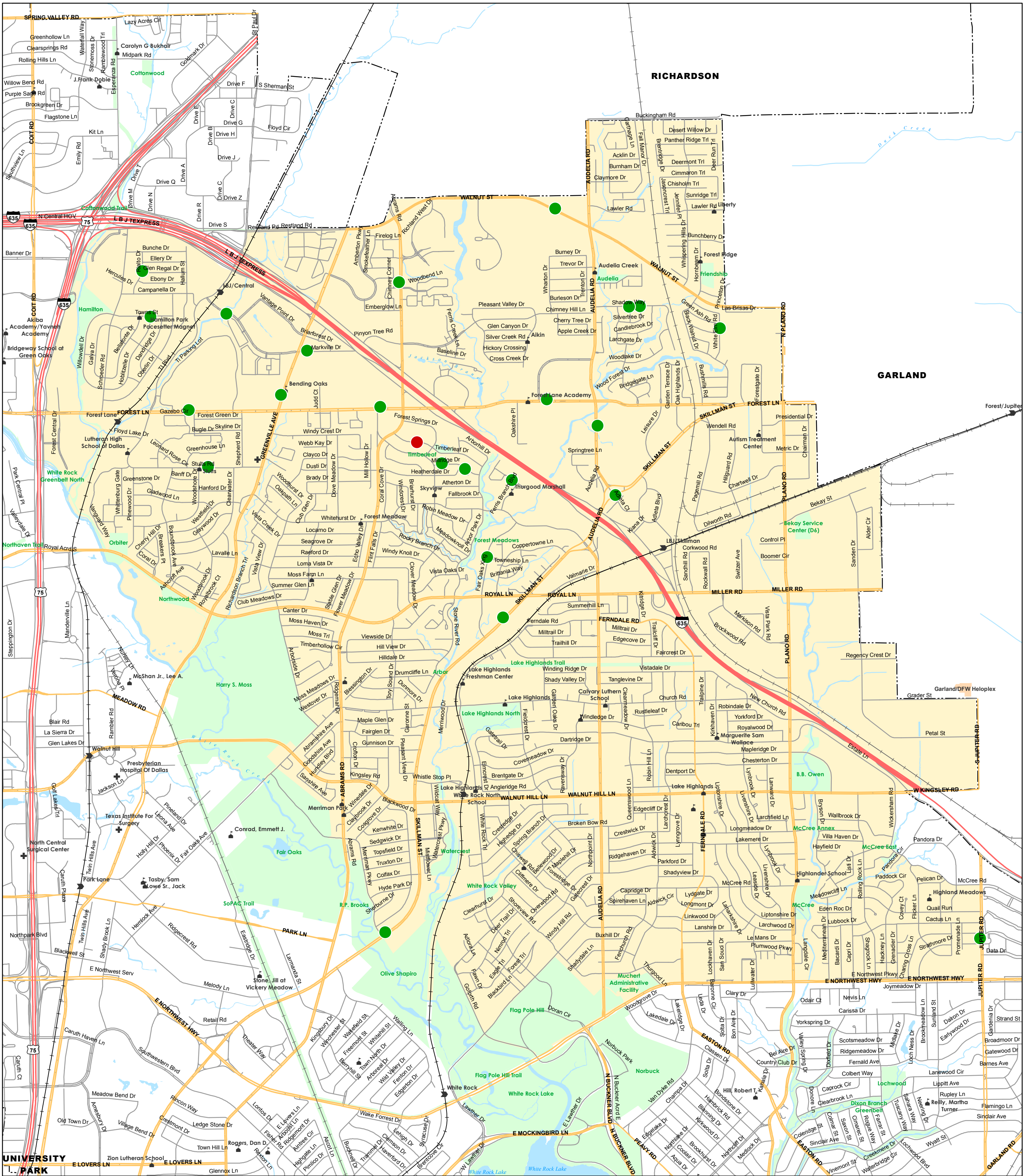
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Prepared on January 7, 2019 by the Department of Public Works.



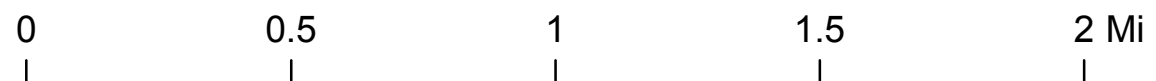
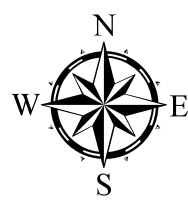
City of Dallas

Small Cell Locations – District 10



Permit Status

- Issued
- Application Incomplete



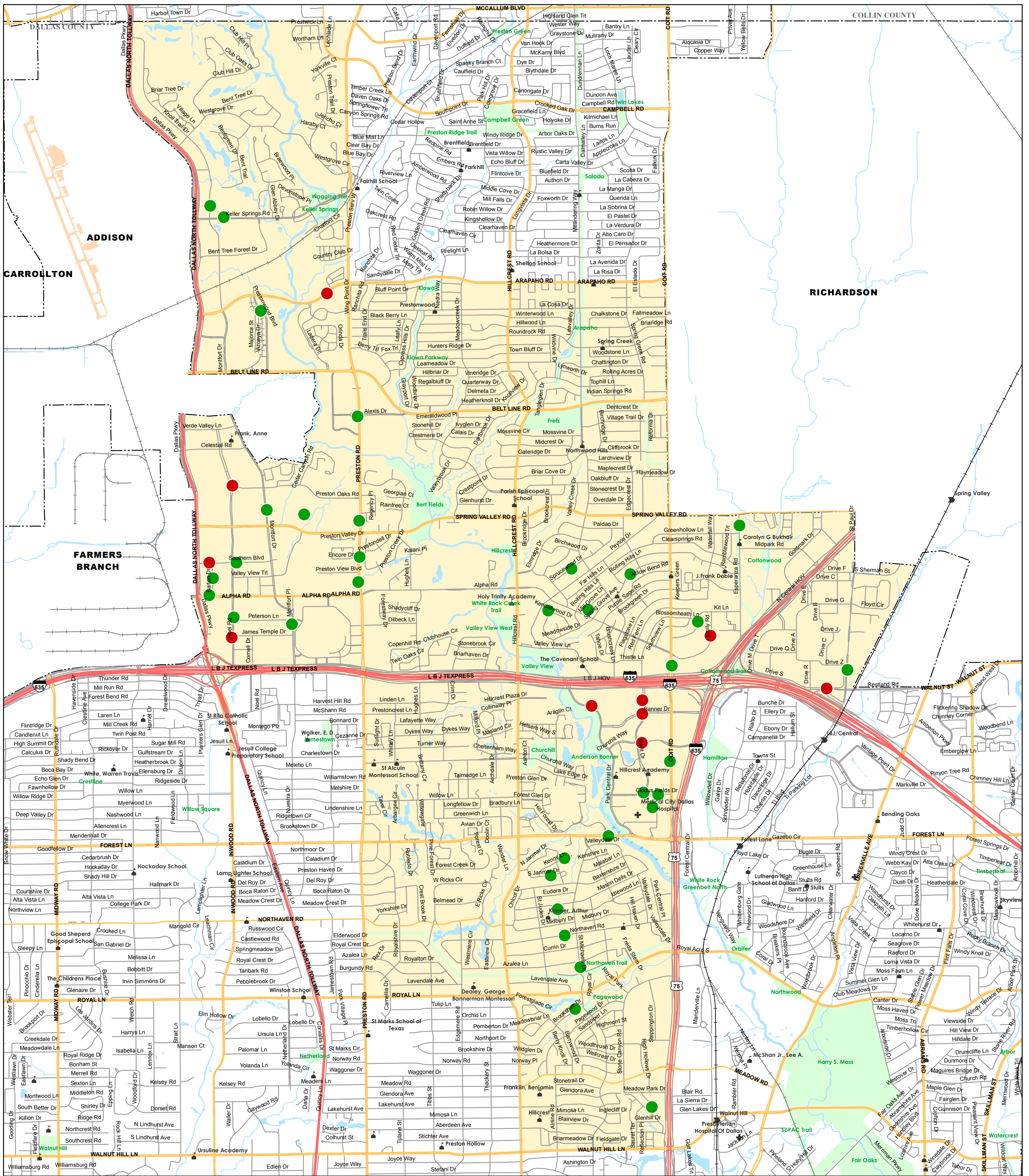
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Prepared on January 7, 2019 by the Department of Public Works.



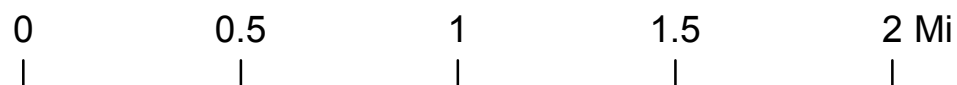
City of Dallas

Small Cell Locations – District 11



Permit Status

- Issued
- Application Incomplete



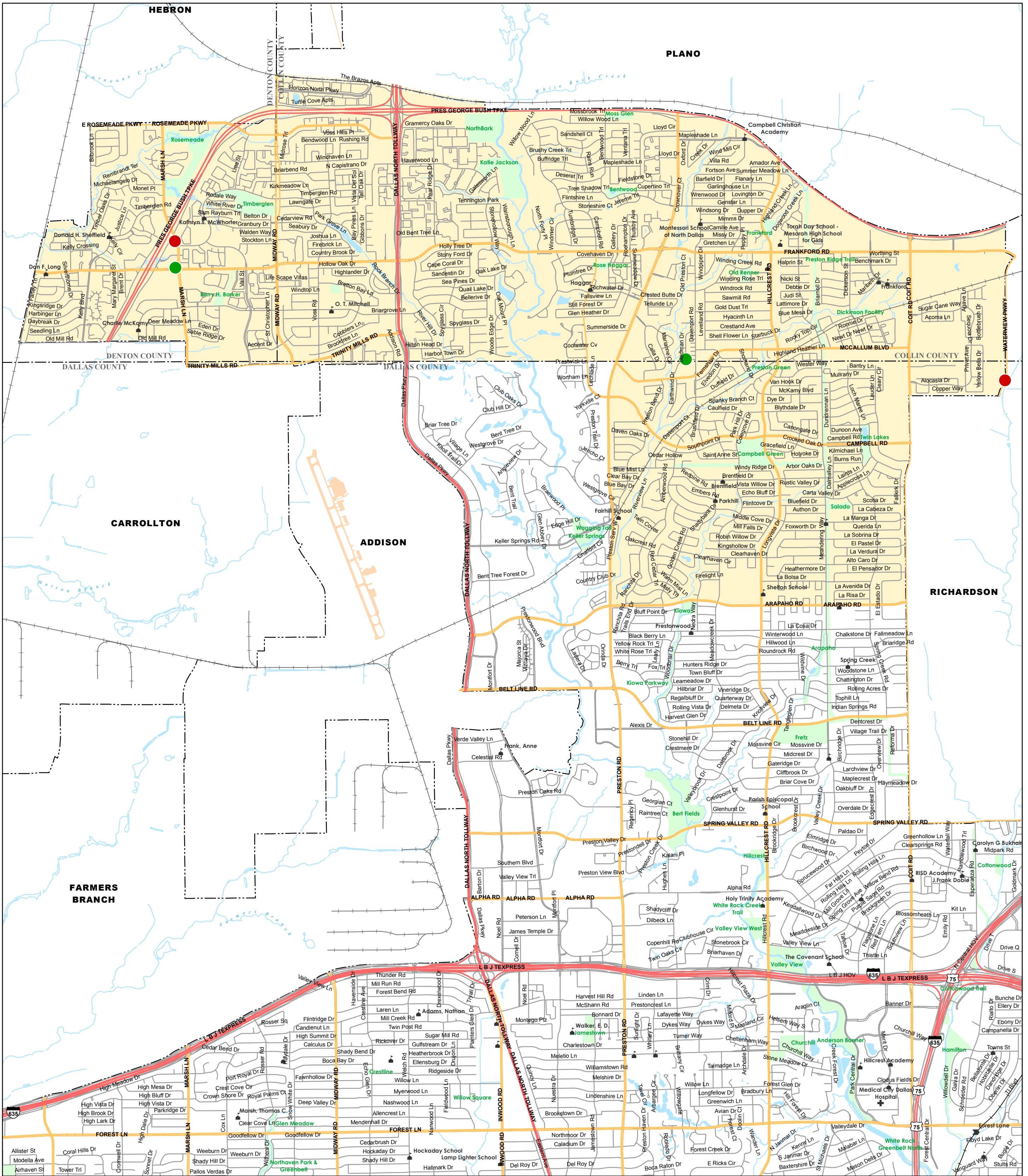
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Prepared on January 7, 2019 by the Department of Public Works.



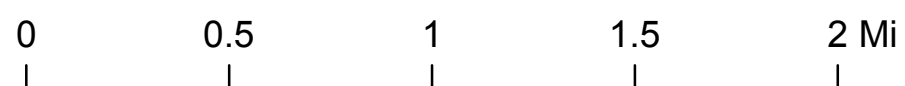
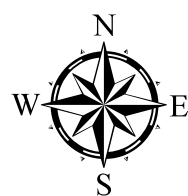
City of Dallas

Small Cell Locations – District 12



Permit Status

- Issued
- Application Incomplete



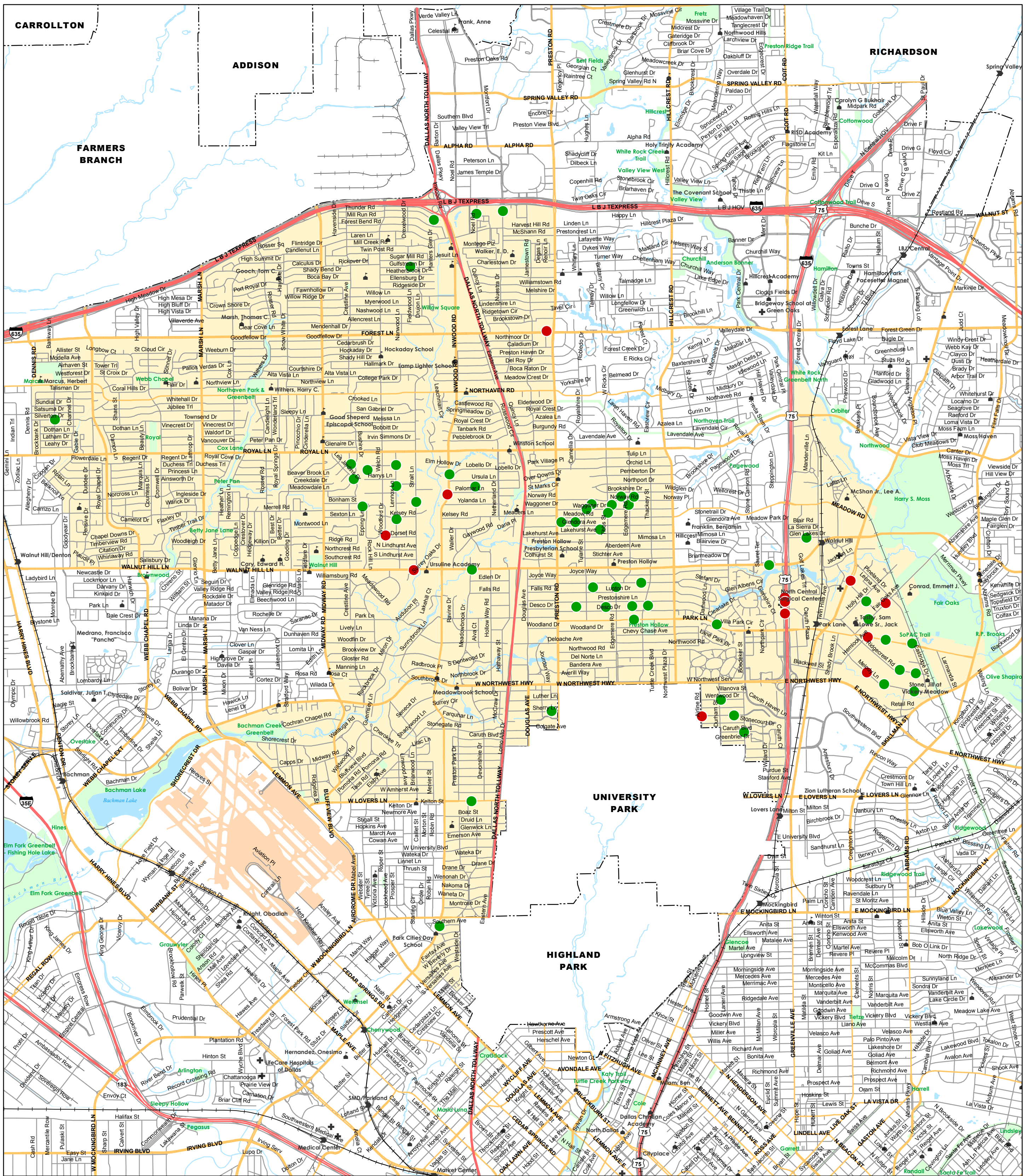
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Prepared on January 7, 2019 by the Department of Public Works.



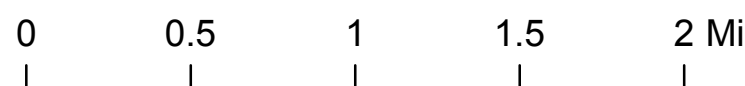
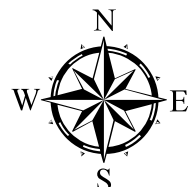
City of Dallas

Small Cell Locations – District 13



Permit Status

- Issued
- Application Incomplete



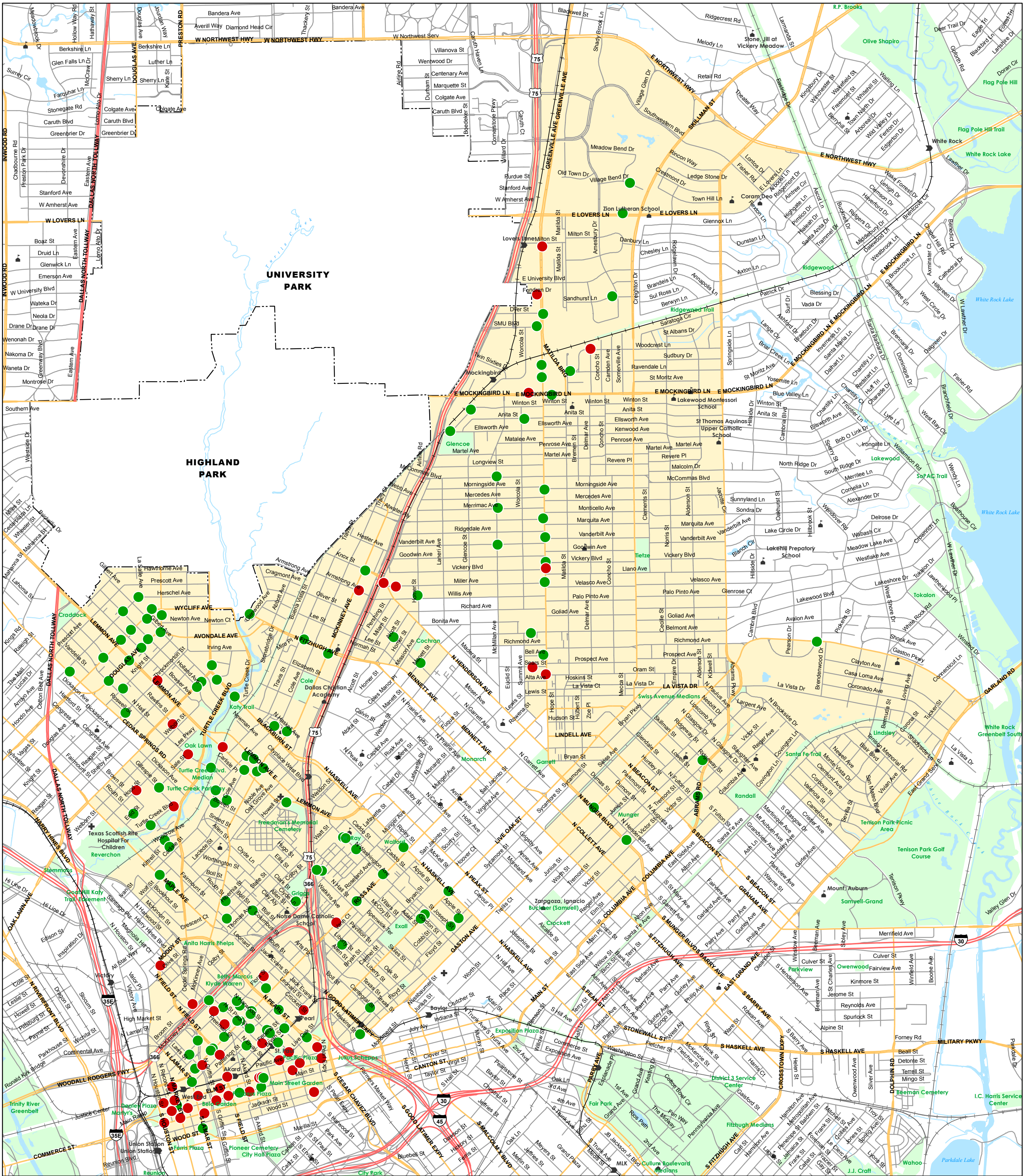
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Prepared on January 7, 2019 by the Department of Public Works.



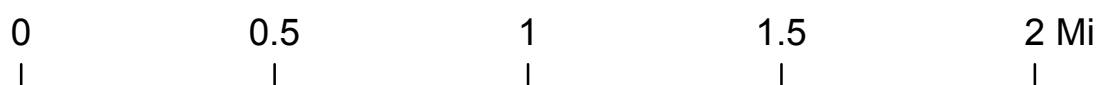
City of Dallas

Small Cell Locations – District 14



Permit Status

- Issued
- Application Incomplete



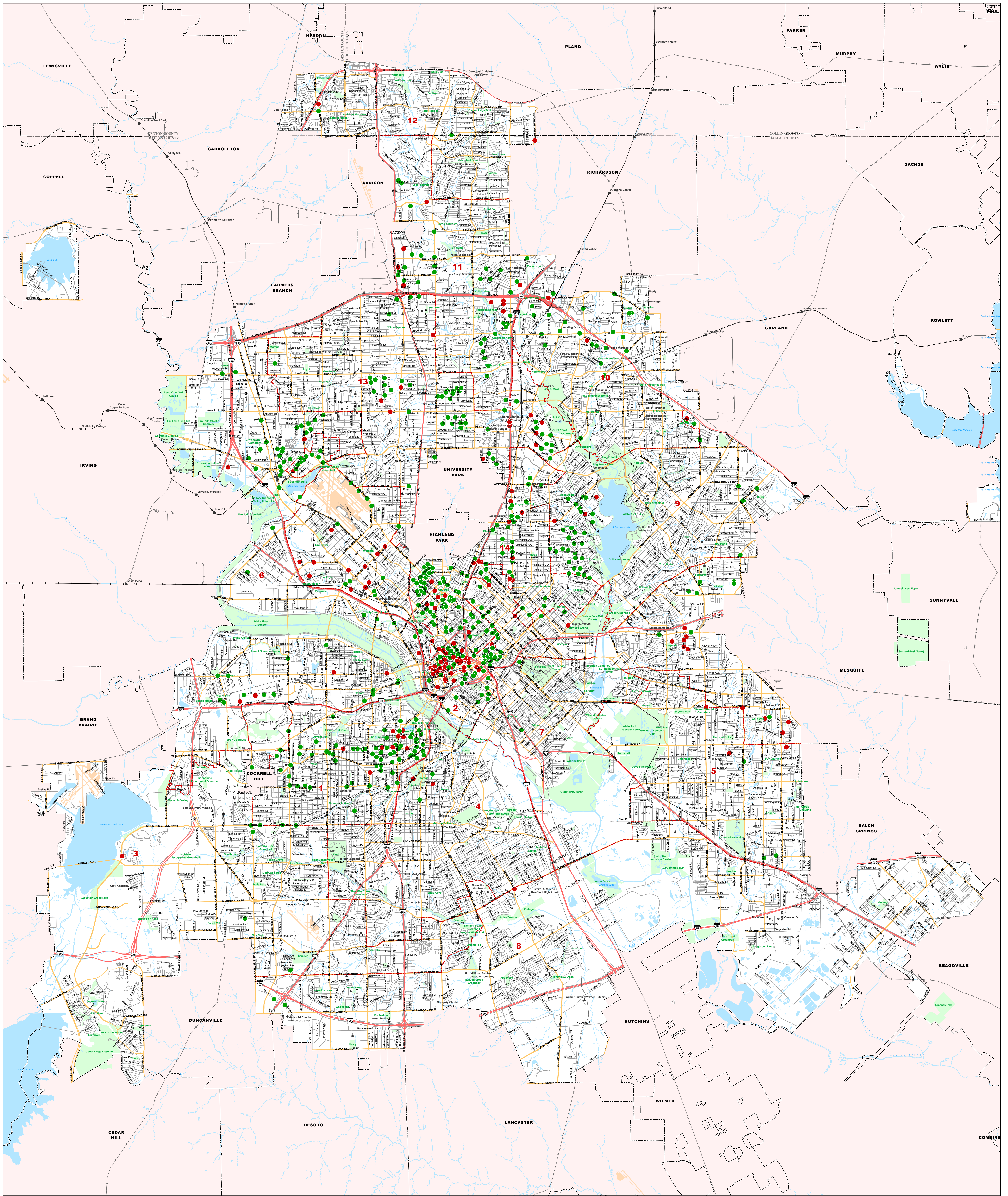
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Prepared on January 7, 2019 by the Department of Public Works.



City of Dallas

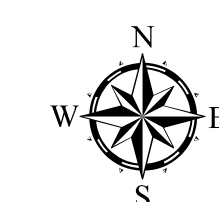
Small Cell Locations – City of Dallas



Permit Status
● Issued
● Application Incomplete

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Prepared on January 7, 2019 by the Department of Public Works.



Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **January 23, 2019 Upcoming Agenda Items - Government Performance & Financial Management Committee**

There will not be a meeting of the Government Performance & Financial Management Committee (GPFM) before the following items are considered by City Council on January 23, 2019. Therefore, we are providing the attached Agenda Items under the GPFM purview via memorandum for your review.

Please let me know if you need additional information.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Carol A. Smith, City Auditor (Interim)
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
Directors and Assistant Directors



Agenda Information Sheet

File #: 19-82

Item #: 29.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Budget

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize an amendment to the 2019 City Calendar to **(1)** update the February 13, 2019 off-site City Council Agenda meeting location from To Be Determined (TBD) to Park In The Woods Recreation Center; and **(2)** correct the date for City Council Election from May 11, 2019 to May 4, 2019 - Financing: No cost consideration to the City

BACKGROUND

Resolution No. 89-3796 requires the City Council to adopt an annual calendar. Resolution No. 90-2673 establishes the annual July recess. Resolution No. 18-0849 requires the second Wednesday meeting each month to begin at 2:00 p.m., and for up to five meetings each year to be conducted off-site from City Hall. The City Calendar includes all City Council briefing and agenda meetings, budget briefings and workshops, City Council Committee meetings, and City holidays. The City Calendar is available on the City's website at www.dallascityhall.com and is made available in the Office of Budget to all residents who request copies. The City Calendar is also available for download and syncing into calendar software on computers or mobile devices via a link on the City's website.

The 2019 City Calendar is being amended to update the February 13, 2019 off-site City Council Agenda meeting location from TBD to Park In The Woods Recreation Center, and correct the date for City Council Election from May 11, 2019 to May 4, 2019.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 24, 2018, City Council authorized the adoption of the 2019 City Calendar by Resolution No. 18-1504.

FISCAL INFORMATION

No cost consideration to the City.

January 23, 2019

WHEREAS, it is the desire of the City to improve the efficiency of our municipal operations by adopting an annual City Calendar; and

WHEREAS, the annual City Calendar should be presented to the City Council for adoption in October of each year for the upcoming calendar year; and

WHEREAS, the annual City Calendar should include all City Council briefing and agenda meetings, budget briefings and workshops, City Council Committee meetings, and City holidays; and

WHEREAS, the City Calendar should be updated periodically to incorporate any additions and/or changes in the schedule of meetings; and

WHEREAS, the City Calendar should be made available to all residents, upon request, in the Office of Budget.

Now, Therefore,

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

SECTION 1. That the Dallas City Council amends Resolution No. 18-1504, passed on October 24, 2018, to update the February 13, 2019 off-site City Council Agenda meeting location from To Be Determined (TBD) to Park In The Woods Recreation Center and correct the date for City Council Election from May 11, 2019 to May 4, 2019.

SECTION 2. That the Dallas City Council adopts the amended 2019 City Calendar per Attachment A.

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

February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	5	6 Council Briefing 9 a.m.	7	8	9
10	11 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSIS	12	13 Off-Site Council Agenda 2 p.m. site-to- Be-Determined (TBD) Park In The Woods Recreation Center	14	15	16
17	18 Council Committee Meetings Canceled Presidents' Day – City Holiday	19	20 Council Briefing Meeting Canceled	21	22	23
24	25 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSIS	26	27 Council Agenda 9 a.m.	Council Retreat 28		

OOLAC: Quality of Life, Arts, and Culture

PSCJ: Public Safety and Criminal Justice

MSIS: Mobility Solutions, Infrastructure, and Sustainability

Council Agenda meetings are conducted in Council Chambers. Council Briefings and Council Committee meetings are conducted in Room 6ES.
For board and commission meeting dates, please visit <https://galilascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.

EDH: Economic Development and Housing

HSN: Human and Social Needs

GPFM: Government Performance and Financial Management

May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m. Budget Workshop	2	3	4 Council Election
5	6 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	7	8 Off-Site Council Agenda 2 p.m. at Kleberg-Rylie Recreation Center	9	10	11
12	13 Council Committees: 9 a.m. OOLAC 11 a.m. PSCJ 2 p.m. MSJS	14	15 Budget Public Hearing Council Briefing 9 a.m.	16	17	18 Council Election
19	20 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	21	22 Council Agenda 9 a.m.	23	24	25
26	27 Council Committee Meetings Canceled Memorial Day – City Holiday	28	29 Fifth Wednesday – No City Council Meeting	30	31	

OOLAC: Quality of Life, Arts, and Culture
PSCJ: Public Safety and Criminal Justice

MSIS: Mobility Solutions, Infrastructure, and Sustainability

EDH: Economic Development and Housing
HSN: Human and Social Needs
GPFM: Government Performance and Financial Management

Council Agenda meetings are conducted in Council Chambers. Council Briefings and Council Committee meetings are conducted in Room 6ES.
For board and commission meeting dates, please visit <https://galilascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.



Agenda Information Sheet

File #: 18-1289

Item #: 31.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): 8

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a service contract for the refurbishment of a bio-filter unit for the Water Utilities Department - Evelyn E. Okunoghae dba Preceptor Pad, lowest responsible bidder of two - Not to exceed \$169,379.56 - Financing: Dallas Water Utilities Fund (subject to appropriations)

BACKGROUND

This service contract will provide for the refurbishment of a bio-filter unit for the Water Utilities Department. The bio-filter organic materials and labor for repairs will be used for a cell unit located at the Southside Wastewater Treatment Plant. Accumulating gases from the Gravity Belt Thickener Facility passes through the organic bio material which scrubs the malodorous air before being released to the atmosphere. The current filtering materials are near the end of its useful life and requires replacing. Services rendered under this contract will provide minor repairs to the cell unit's lining, replacement of current sprinkler system, replacement of operating gear for the butterfly valve, and replacement of organic material for filtering. There are three cells at the Southside Wastewater Treatment Plant, two cells have been re-furbished under a separate contract awarded in 2015. The activities established by this contract will ensure that the City continues to meet the regulatory standards set by The Texas Commission on Environmental Quality.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,355 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 10, 2015, City Council authorized the purchase of bio-filter organic materials with MTR Enviro-Construction, Inc.; and a service contract for liner repair services at the Southside Wastewater Treatment Plant with Archer Western Construction, LLC by Resolution No. 15-2053.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Dallas Water Utilities Fund - \$169,379.56 (subject to appropriations)

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$169,379.56	Other Services	23.80%	25.00%	\$42,344.89
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BM1812. We opened them on June 1, 2018. We recommend the City Council award this service contract in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Evelyn E. Okunoghae dba Preceptor Pad	9448 Forest Lane Suite #1401 Dallas, TX 75243	\$169,379.56
Starmulti Services	2015 Aster Trail Forney, TX 75126	\$201,970.37

OWNER

Evelyn E. Okunoghae dba Preceptor Pad

Evelyn E. Okunoghae, President
Baba R. Davis, Vice President
Briana Lara, Secretary
Pearl Layo, Treasurer

January 23, 2019

WHEREAS, on November 10, 2015, City Council authorized the purchase of bio-filter organic materials with MTR Enviro-Construction, Inc.; and a service contract for liner repair services at the Southside Wastewater Treatment Plant with Archer Western Construction, LLC by Resolution No. 15-2053.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service contract with Evelyn E. Okunoghae dba Preceptor Pad (VS91633), approved as to form by the City Attorney, for the refurbishment of a bio-filter unit for the Water Utilities Department, in an amount not to exceed \$169,379.56. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Evelyn E. Okunoghae dba Preceptor Pad shall be based only on the amount of the services directed to be performed by the City and properly performed by Evelyn E. Okunoghae dba Preceptor Pad under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$169,379.56 (subject to appropriations) to Evelyn E. Okunoghae dba Preceptor Pad from Service Contract No. DWU-2019-00008533.

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



Agenda Information Sheet

File #: 19-61

Item #: 32.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year professional consulting contract for program compliance and training for the Housing and Neighborhood Revitalization Department - TDA Consulting, Inc., most advantageous prosper of two - Not to exceed \$1,481,484.21 - Financing: Community Development Block Grant Funds (subject to annual appropriations)

BACKGROUND

This professional consulting contact will provide for program compliance and training for the Housing and Neighborhood Revitalization Department. The intent of this is to provide hands on support in identifying and eliminating compliance gaps, creating and implementing internal controls, and offering ongoing support to sustain changes made to the Housing and Neighborhood Revitalization Department programs.

In the past two years the Housing and Neighborhood Revitalization Department received 12 audits, monitoring, and reviews that generated more than 30 findings on recordkeeping, underwriting, program compliance, and Housing and Urban Development (HUD) reporting. Some findings resulted in financial repayments from the City's general funds and forfeited federal grant dollars. Staff have spent countless hours working to resolve these findings, but many of the factors that led to the findings are still prevalent today. From internal controls, to knowledge gaps, to the reports to HUD, the Housing and Neighborhood Revitalization Department continues to operate in an environment that generates compliances concerns.

TDA Consulting, Inc. specializes in fixing compliance issues that the City is experiencing with its federal grants.

In Year 1 of the contact, TDA Consulting, Inc. will provide the following:

- Embed two staff to manage HUD reporting and compliance oversight
- Train current and new Housing and Neighborhood Revitalization Department staff in federal grant rules

- Develop housing policies and procedures to align with the Comprehensive Housing Policy
- Develop internal controls to support coordination across the Housing Divisions
- Assess Community Housing Development Organization (CHDO) performance and develop technical assistance plans to address deficiencies

In Years 2 and 3, TDA Consulting, Inc. will focus its services on providing:

- On-call and remote technical assistance to support problem-solving activities with federal grants
- On-site quarterly trainings to further develop City staff and CHDO knowledge of federal grants as it relates to Housing Programs

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

- Housing & Neighborhood Revitalization (2)
- Office of Economic Development (1)
- Department of Planning & Urban Design (1)
- Office of Homeless Solutions (1)
- Office of Procurement Services (1)*
- Office of Business Diversity (1)*

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

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

- Cost 30 points
- Capability/experience 25 points
- Functional/technical 15 points
- Overall approach 15 points
- Business Inclusion Development 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,108 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Economic Development & Housing Committee will receive this item on January 7, 2019.

FISCAL INFORMATION

Community Development Block Grant Funds - \$1,481,484.21 (subject to annual appropriations)

FY 2018-19 \$470,000.00

FY 2019-20 \$433,493.00

FY 2020-21 \$433,493.00

FY 2021-22 \$144,498.21

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$1,481,484.21	Other Services	23.80%	70.23%	\$1,040,484.21
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BPZ1902. We opened them on October 9, 2018. We recommend the City Council award this professional consulting contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*TDA Consulting, Inc.	17 Caleb Cr. San Antonio, TX 78258	81.74	\$1,481,484.21
Allied SCSS	P.O. Box 151488 Dallas, TX 75315	60.80	\$1,093,400.00

OWNER**TDA Consulting, Inc.**

Dionne L Roberts, President

January 23, 2019

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

SECTION 1. That the City Manager is hereby authorized to execute a professional consulting contract with TDA Consulting, Inc. (VC17187), approved as to form by the City Attorney, for program compliance consulting services and training for Housing and Neighborhood Revitalization Department for a term of three years, in an amount not to exceed \$1,481,484.21. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to TDA Consulting, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by TDA Consulting, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in accordance with this resolution in an amount not to exceed \$1,481,484.21 (subject to annual appropriations) to TDA Consulting, Inc. from Professional Consulting Contract No. HOU-2019-00009040.

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Code</u>	<u>Encumbrance</u>	<u>Amount</u>
CD18	HOU	808C	3070	HOU-2019-00009040	\$470,000.00
CD19	HOU	TBD	3070	HOU-2019-00009040	\$433,493.00
CD20	HOU	TBD	3070	HOU-2019-00009040	\$433,493.00
CD21	HOU	TBD	3070	HOU-2019-00009040	\$144,498.21

SECTION 3. That this resolution does not constitute a binding agreement upon the City or subject the City to any liability or obligation with respect to the contract, until such time as the contract documents are duly approved by all parties and executed.

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



Agenda Information Sheet

File #: 18-1388

Item #: 33.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service contract for maintenance and support for service request and work order management software for the Department of Dallas Animal Services - HLP, Inc., sole source - Not to exceed \$137,760.00 - Financing: General Fund (subject to annual appropriations)

BACKGROUND

This contract will provide continuous software maintenance and support, for the existing service request and work order management software, which is utilized by the Department of Dallas Animal Services. The software is used for shelter management, field operations, and veterinary record-keeping.

The Department of Dallas Animal Services receives over 50,000 animal related calls annually. This software allows field operation personnel to respond and manage calls placed by residents. Field operation personnel can upload service requests notes directly into the software. Additionally, the Department of Dallas Animal Services' veterinarians use the software to record and manage records related to animals that are housed at the animal shelter.

Some examples of key benefits of this system include but not limited to:

- Allows field officers to work from mobile devices such as a tablet or smart phone
- Veterinarian staff to electronically store records
- Provide software upgrades to ensure industry standard processes

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$137,760.00 (subject to annual appropriations)

- FY 2018-19 - \$26,400.00
- FY 2019-20 - \$27,840.00
- FY 2020-21 - \$27,840.00
- FY 2021-22 - \$27,840.00
- FY 2022-23 - \$27,840.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$137,760.00	Other Services	N/A	N/A	N/A
<ul style="list-style-type: none"> • M/WBE Goal Waived • HLP, Inc. is providing a five-year service contract for maintenance and support for service request and work order management software and is the sole source provider. No sub-contracting opportunities are available. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Sole Source	<ul style="list-style-type: none"> • Utilized for procurements where functional requirements can only be satisfied by one vendor, such as those where patents, copyrights or monopolies exists • Exempted from competitive bidding process • Reviewed by Procurement Services to ensure the procurement meets at least one general exception as stated in the Texas Local Government Code
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<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
HLP, Inc.	9888 West Belleview Avenue Littleton, CO 80123	\$137,760.00

Note: The Office of Procurement Services conducted a sole source review and found no exceptions.

OWNER

HLP, Inc.

Sean Smith, Chief Executive Officer

January 23, 2019

WHEREAS, on June 27, 2013, Administrative Action No. 13-5968 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support from August 2013 to August 2014 for the Department of Code Compliance, in an amount not to exceed \$33,723.15; and

WHEREAS, on October 2, 2014, Administrative Action No. 14-6735 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support from October 1, 2014 to September 30, 2015 for the Department of Code Compliance, in an amount not to exceed \$30,850.00; and

WHEREAS, on December 16, 2014, Administrative Action No. 14-7247 authorized Supplemental Agreement No. 1 to the service contract with HLP, Inc. for professional service to add interface application between the Citizen Request Management System and Chameleon software, in an amount not to exceed \$16,920.00; and

WHEREAS, on September 29, 2015, Administrative Action No. 15-6752 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees, and the annual maintenance and support, in an amount not to exceed \$33,090.00; and

WHEREAS, on November 29, 2015, Administrative Action No. 15-7429 authorized a five-month service contract with HLP, Inc for software training services from November 20, 2015 to April 30, 2016, in an amount not to exceed \$3,600.00; and

WHEREAS, on October 6, 2016, Administrative Action No. 16-6719 authorized a one-year service contract with HLP, Inc for web licensing, web transaction fees and the annual maintenance and support, in an amount not to exceed \$36,090.00; and

WHEREAS, on September 12, 2017, Administrative Action No. 17-6598 authorized a one-year service contract with HLP, Inc. for web licensing, web transaction fees and the annual maintenance and support, in an amount not to exceed \$25,920.00; and

WHEREAS, on April 27, 2018, Administrative Action No. 18-5720 authorized a one-year service contract with HLP, Inc. for interface application between the Citizen Request Management System and Chameleon software, in an amount not to exceed \$23,880.00; and

WHEREAS, on October 29, 2018, Administrative Action No. 18-6689 authorized Supplemental Agreement No. 1 to extend the term of the agreement with HLP, Inc. for licensing, software maintenance and support services from October 1, 2018 to December 31, 2018, in an amount not to exceed \$6,240.00, from \$25,920.00 to \$32,160.00; and

January 23, 2019

WHEREAS, on December 6, 2018, Administrative Action No. 18-6887 authorized Supplemental Agreement No. 1 to the service contract with HLP, Inc. to add development fees for the interface between the Citizen Request Management System, in an amount not to exceed \$9,000.00; and

WHEREAS, on December 20, 2018, Administrative Action No. 18-6972 authorized Supplemental Agreement No. 2 to extend the term of the agreement with HLP, Inc. for licensing and software maintenance and support services from January 1, 2019 to March 31, 2019, in an amount not to exceed \$6,240.00, from \$32,160.00 to \$38,400.00.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service contract with HLP, Inc. (500744), approved as to form by the City Attorney, for maintenance and support for service request and work order management software for the Department of Dallas Animal Services for a term of five years, in an amount not to exceed \$137,760.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to HLP, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by HLP, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$137,760.00 (subject to annual appropriations) to HLP, Inc. from Service Contract No. DSV-2019-00008231.

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



Agenda Information Sheet

File #: 18-1134

Item #: 34.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for the maintenance and repair of electrical switchgears - National Switchgear Systems North Texas, Inc. dba National Field Services, lowest responsible bidder of two - Estimated amount of \$5,161,513.00 - Financing: General Fund (\$904,000.00), Dallas Water Utilities Fund (\$3,054,680.00), Stormwater Drainage Management Fund (\$797,433.00), and Aviation Fund (\$405,400.00)

BACKGROUND

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

- Department of Aviation
- Building Services Department
- Water Utilities Department

This service agreement will provide for the inspection, diagnostic testing, preventive maintenance, repair services, and purchase of electrical switchgears for various City departments. Electrical switchgears are used to operate motors and other various electrical equipment while safely controlling large currents, power levels, and establishing communication between motor and operation equipment for power distribution. The services provided will also assist the City with continued compliance with the Texas Commission on Environmental Quality, Environmental Protection Agency, and the United States Army Corps of Engineers.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,629 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 13, 2014, City Council authorized a three-year service contract for the inspection, diagnostic testing, preventative maintenance, repair services and purchase of electric switchgear systems with National Switchgear Systems North Texas, Inc. dba National Field Services by Resolution No. 14-1207.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$904,000.00
 Dallas Water Utilities Fund - \$3,054,680.00
 Stormwater Drainage Management Fund - \$797,433.00
 Aviation Fund - \$405,400.00

Fund	FY 2019-20	FY 2020-21	FY 2021-22
General Fund	\$301,332.00	\$301,332.00	\$301,336.00
Dallas Water Utilities Fund	\$1,018,229.00	\$1,018,227.00	\$1,018,224.00
Stormwater Drainage Management Fund	\$265,811.00	\$265,811.00	\$265,811.00
Aviation Fund	\$135,133.33	\$135,133.33	\$135,133.34
Total	\$1,720,505.33	\$1,720,503.33	\$1,720,504.34

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$5,161,513.00	Other Services	23.80%	20.00%	\$1,032,302.60
<ul style="list-style-type: none"> This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BI1805. We opened them on September 21, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*National Switchgear Systems North Texas, Inc. dba National Field Services	10575 Vista Park Road Dallas, TX 75238	\$5,161,513.00
Shermco Industries, Inc.	2425 East Pioneer Drive Irving, TX 75061	\$6,136,161.25

OWNER

National Switchgear Systems North Texas, Inc. dba National Field Services

Doug Powell, President
Robert Koren, Vice President
Charles Petty, Treasurer

January 23, 2019

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with National Switchgear Systems North Texas, Inc. dba National Field Services (500721), approved as to form by the City Attorney, for the maintenance and repair of electrical switchgears for a term of three years, in the estimated amount of \$5,161,513.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to National Switchgear Systems North Texas, Inc. dba National Field Services shall be based only on the amount of the services directed to be performed by the City and properly performed by National Switchgear Systems North Texas, Inc. dba National Field Services under the contract. The amount payable pursuant to this service price agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this service price agreement during its term.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$5,161,513.00, but not more than the amount of budgetary appropriations for this service price agreement during its term to National Switchgear Systems North Texas, Inc. dba National Field Services from Service Contract No. POM-2018-00008147.

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



Agenda Information Sheet

File #: 18-1359

Item #: 35.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for grounds maintenance for medians, rights-of-way, vacant lots, and residential properties - Good Earth Corporation in an estimated amount of \$10,983,415.00, The Ashelyn Group, LLC in an estimated amount of \$290,000.00, and Tremaine Hall, Individually dba Stellar Execucare Cleaning in an estimated amount of \$5,700.00, lowest responsible bidders of six - Total estimated amount of \$11,279,115.00 - Financing: General Fund (\$10,803,635.00), Sanitation Services Fund (\$290,000.00), Dallas Water Utilities Fund (\$155,480.00), and Data Services Fund (\$30,000.00)

BACKGROUND

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

- Department of Code Compliance
- Department of Communication and Information Services
- Department of Public Works
- Department of Sanitation Services
- Water Utilities Department

This service price agreement will provide for grounds maintenance for medians, rights-of-way, vacant lots, and residential properties. This agreement will be utilized for grounds maintenance for approximately 1,700 City acres and a portion of Texas Department of Transportation (TxDOT) property including highway medians, planters, bridges/overpasses, parkways, side medians, triangles, islands, interchange islands, rights-of-way, shoulders, and other TxDOT properties within the Dallas city limits. The Department of Public Works will administer, inspect, and manage the Median Maintenance and Mowing contract.

This service price agreement also provides for year-round maintenance for approximately 750 City owned properties on a consistent schedule until the properties are removed from City ownership. This agreement also allows for the mowing of vacant lots and residential properties where a seizure warrant or signed consent form has been obtained. If a residential property is serviced under this contract, the property owner will be billed for the cost of the service. During peak growing season an estimated 1,500 to 2,000 private properties will be serviced. The Department of Code Compliance staff monitors work of the contractor on a daily basis.

This contract will include all labor, materials, and equipment necessary to provide complete and continuous maintenance such as:

- Trees
- Shrubs
- Ground coverings
- Mowing
- Litter removal
- Disposal
- Line trimming
- Blade edging
- Pruning
- Manual watering
- Herbicide treatments

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,311 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94, the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 17, 2015, City Council authorized a three-year service contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties by Resolution 15-1131.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$10,803,635.00 (Estimated amount)
 Sanitation Services Fund - \$290,000.00 (Estimated amount)
 Dallas Water Utilities Fund - \$155,480.00 (Estimated amount)
 Data Services Fund - \$30,000.00 (Estimated amount)

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$2,213,842.00	\$3,200,018.00	\$5,389,775.00
Sanitation Services Fund	\$96,666.00	\$96,666.00	\$96,668.00
Dallas Water Utilities Fund	\$51,826.66	\$51,826.67	\$51,826.67
Data Services Fund	\$10,000.00	\$10,000.00	\$10,000.00
Total	\$2,372,334.66	\$3,358,510.67	\$5,548,269.66

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$11,279,115.00	Other Services	23.80%	10.35%	\$1,167,841.50
• This contract does not meet the M/WBE goal, but complies with good faith efforts.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BI1810. We opened them on July 12, 2018. We recommend the City Council award this service price agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Good Earth Corporation	7922 Forney Rd. Dallas, TX 75227	Multiple Groups

*The Ashelyn Group, LLC	615 E. Abrams St. Suite D Arlington, TX 76010	Multiple Groups
*Tremaine Hall, Individually dba Stellar Execucare Cleaning	6523 Autumn Woods Tr. Dallas, TX 75232	Multiple Groups
T. Smith's Lawn Service LLC	3315 Daniieldale Rd. Lancaster, TX 75146	Multiple Groups
Cross Plus Construction, LLC	7700 N. Hwy. 6 Waco, TX 76712	Multiple Groups
Evans Mobile Detailing	9399 Wade Blvd. #4304 Frisco, TX 75035	Multiple Groups

OWNERS

Good Earth Corporation

Ron Points, President
George Belk, Vice President
Emily Points, Secretary and Treasurer

The Ashelyn Group, LLC

Vanessa Halsey, President
Donald Harkless, Vice President
Paula Scruggs, Secretary
Bijan Halsey, Treasurer

Tremaine Hall, Individually dba Stellar Execucare Cleaning

Tremaine Hall, President

January 23, 2019

WHEREAS, on June 17, 2015, City Council authorized a three- year service contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties with Good Earth Corporation in the amount of \$8,410,020.00 and T. Smith's Lawn Service in the amount of \$1,664,175.00, by Resolution No. 15-1131; and

WHEREAS, on August 9, 2018, Administrative Action No. 18-6459 authorized to extend the service contract for contract for grounds maintenance services for medians, rights-of-way, vacant lots and residential properties with Good Earth Corporation from September 2, 2018 to March 1, 2019.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Good Earth Corporation (510006) in the estimated amount of \$10,983,415.00, The Ashelyn Group, LLC (VS92756) in the estimated amount of \$290,000.00, and Tremaine Hall, Individually dba Stellar Execucare Cleaning (VC16814) in the estimated amount of \$5,700.00, approved as to form by the City Attorney, for grounds maintenance for medians, rights-of-way, vacant lots and residential properties for a term of three years in a total estimated amount of \$11,279,115.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning shall be based only on the amount of the services directed to be performed by the City and properly performed by Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning under the contract. The amount payable pursuant to this service price agreement may exceed the estimated amount, but may not exceed the amount of the budgetary appropriations for this service price agreement during its term.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$11,279,115.00, but not more than the amount of budgetary appropriations for this service price agreement during its term to Good Earth Corporation, The Ashelyn Group, LLC, and Tremaine Hall, Individually dba Stellar Execucare Cleaning from Service Contract No. POM-2018-00008148.

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



Agenda Information Sheet

File #: 18-1429

Item #: 36.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for citywide window washing - Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad in the amount of \$589,245.00, D&A Building Services, Inc. in the amount of \$90,095.00, City Wide Building Services in the amount of \$36,680.00, and Members Building Maintenance, LLC in the amount of \$21,600.00, lowest responsible bidders of five - Total not to exceed \$737,620.00 - Financing: General Fund (\$200,250.00) and Aviation Fund (\$537,370.00)

BACKGROUND

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

This service price agreement provides window washing services at various locations throughout the City. The agreement includes the removal of dirt, debris, water scale, mineral scale, and other accumulations (bird hits, bird droppings, tape and tape residue, tar, etc.) from window surfaces. This agreement includes but is not limited to services at the following locations:

- City Hall
- Love Field Terminal
- Morton H. Meyerson Symphony Center
- Majestic Theatre
- Dallas City Performance Hall
- Jack Evans Police Headquarters
- Fire-Rescue Training and Maintenance Center
- Central Library
- Municipal Complex
- Oak Cliff Municipal Center
- Moody Performance Hall
- Cedar Crest Golf Course

Environmentally preferred cleaning products, certified by Green Seal, are included in the contract. Green Seal meets the U.S. Environmental Protection Agency's criteria for third-party certifiers of environmentally preferred products.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,623 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a "living wage" rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 13, 2014, City Council authorized a three-year service contract for window washing services with D&A Building Services, Inc., Northcoast Window Cleaning LLC, Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, and City Wide Building Services, Inc. by Resolution No. 14-1205.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$200,250.00
 Aviation Fund - \$537,370.00

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$65,947.33	\$67,151.33	\$67,151.34
Aviation Fund	\$179,123.33	\$179,123.33	\$179,123.34
Total	\$245,070.66	\$246,274.66	\$246,274.68

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$737,620.00	Other Services	23.80%	34.16%	\$251,935.31
• This contract exceeds the M/WBE goal.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BR1803. We opened them on August 23, 2018. We recommend the City Council award this bid to the lowest responsive and responsible bidders by group. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad	3060-142 nd Ave. NE Hamland, MN 55304	Multiple Groups
*D&A Building Services, Inc.	13637 N. Central Expwy. Dallas, TX 75243	Multiple Groups
*City Wide Building Services	425 W. Mockingbird Ln. Dallas, TX 75247	Multiple Groups
*Members Building Maintenance, LLC	11363 Denton Dr. #127 Dallas, TX 75229	Multiple Groups
Rising Star Diversified Resources, Inc.	4308 Bryan St. Dallas, TX 75204	Multiple Groups

OWNERS

Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad

Jack Ruegsegge, President

D&A Building Services, Inc.

Antonio Sarabasa, President

City Wide Building Services

Greg Ambrosia, President

Gilbert Lee, Secretary

Yadira Robles, Treasurer

Members Building Maintenance, LLC

Odes H. Kim, President

Harvey Burger, Vice President

January 23, 2019

WHEREAS, on August 13, 2014, City Council authorized a three-year service contract for window washing services with D&A Building Services, Inc. in the amount of \$197,515.00, Northcoast Window Cleaning LLC in the amount of \$82,320.00, Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad in the amount of \$3,250.00, and City Wide Building Services, Inc. in the amount of \$2,552.00, total amount not to exceed \$285,637.00, by Resolution No. 14-1205.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad (VC0000013192) in the amount of \$589,245.00, D&A Building Services, Inc. (VS0000034094) in the amount of \$90,095.00, City Wide Building Services (VS0000018467) in the amount of \$36,680.00, and Member's Building Maintenance, LLC (243814) in the amount of \$21,600.00, approved as to form by the City Attorney, for citywide window washing for a term of three years, in a total amount not to exceed \$737,620.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$737,620.00 to Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad, D&A Building Services, Inc., City Wide Building Services, and Member's Building Maintenance, LLC from Service Price Agreement No. POM-2019-00008813.

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



Agenda Information Sheet

File #: 18-1443

Item #: 37.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for vehicle and equipment collision appraisal services for the Equipment and Fleet Management Department - Choice TPA, LLC, lowest responsible bidder of four - Not to exceed \$310,875.00 - Financing: Equipment and Fleet Management Fund

BACKGROUND

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

This service price agreement will provide for vehicle and equipment collision appraisal services for the Equipment and Fleet Management (EFM) Department. Under this agreement, the vendor will provide certified insurance appraisers to evaluate a vehicle that has experienced body damage. These evaluations assist EFM in determining the necessary parts, labor, and cost for repairs. EFM evaluates the appraisal and determines whether to move forward with the repairs or if cost of the repair exceeds the value of the vehicle. The appraiser's responsibilities are, but not limited to the following:

- Examine damaged vehicle to determine extent of structural, body, mechanical, electrical, or interior damage
- Provide detailed estimates of repairs within 24 hours of notification including parts discounts, materials, and labor
- Based on the National Automobile Dealers Association, provide the value of vehicle to determine total loss
- Re-inspect supplemental charges by repair facility and provide the City with a copy of additional charges when required
- Provide digital photos to document and identify vehicle
- Serve as an expert to provide testimony in trial as it applies to the work performed should it be required
- Re-inspect vehicle after repair to ensure required repairs were completed properly

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 3,786 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On December 10, 2014, City Council authorized a three-year service contract for vehicle and equipment collision appraisal services with All-Pro Collision Center, LLC by Resolution No. 14-2085.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Equipment and Fleet Management Fund - \$310,875.00

FY 2018-19 \$103,625.00

FY 2019-20 \$103,625.00

FY 2020-21 \$103,625.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$310,875.00	Other Services	23.80%	50.00%	\$155,437.50
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BN1817. We opened them on August 17, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Choice TPA, LLC	223 E. Greenbriar Ln. Dallas, TX 75203	\$310,875.00
All-Pro Collision Center, LLC	920 S. Buckner Blvd. Dallas, TX 75217	\$338,000.00
Click Appraisal Service, LLC	1027 Sherman Dr. Cedar Hill, TX 75104	\$434,450.00
TTA Appraisal, Inc.	26359 Jefferson Ave. Suite F Murrieta, CA 92562	\$955,000.00

OWNER**Choice TPA, LLC**

President, Ashley Hawkins

January 23, 2019

WHEREAS, on December 10, 2014, City Council authorized a three-year service contract for vehicle and equipment collision appraisal services with All-Pro Collision Center, LLC, in the amount of \$312,000.00, by Resolution No. 14-2085.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Choice TPA, LLC (VS99460), approved as to form by the City Attorney, for vehicle and equipment collision appraisal services for the Equipment and Fleet Management Department for a term of three years, in an amount not to exceed \$310,875.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Choice TPA, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Choice TPA, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$310,875.00 to Choice TPA, LLC from Service Price Agreement No. EFM-2019-00008447.

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



Agenda Information Sheet

File #: 19-36

Item #: 38.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for air blower, compressor, and dryer repair services citywide - Lone Star Blower, Inc. in the amount of \$1,591,465.00, FCX Performance, Inc. dba Pierce Pump Co. in the amount of \$721,257.50, and August Industries, Inc. in the amount of \$39,338.00, most advantageous proposers of three - Total not to exceed \$2,352,060.50 - Financing: Equipment and Fleet Management Fund (\$9,062.50), Dallas Water Utilities Fund (\$2,215,423.00), Convention and Event Services Fund (\$124,575.00), and Aviation Fund (\$3,000.00)

BACKGROUND

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

- Water Utilities Department
- Department of Convention and Event Services
- Equipment and Fleet Management Department
- Department of Aviation

This service price agreement provides for air blower, compressor, and dryer repair services citywide. The awarded vendors are required to maintain air blowers, compressors, and dryers to manufacturer's specifications. Trained professionals perform on-site inspections, analysis, and testing as needed in order to ensure the reliable and efficient operation of this equipment. Further, upon request the contract also provides alignments and fabrication of parts.

The equipment being maintained is used to produce oxygen, operate valves and air tools, and reduce moisture in tanks and piping. The oxygen produced is used to maintain an acceptable atmosphere level for organic-consuming bacteria during the water treatment process.

A seven-member evaluation committee was selected from the following departments:

- Department of Convention and Event Services (2)
- Equipment and Fleet Management Department (1)
- Water Utilities Department (2)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

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

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

- Cost 35 points
- Experience 29 points
- Approach 18 points
- Business Inclusion and Development Plan 18 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 814 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendors meet this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Equipment and Fleet Management Fund - \$9,062.50
Dallas Water Utilities Fund - \$2,215,423.00
Convention and Event Services Fund - \$124,575.00
Aviation Fund - \$3,000.00

Fund	FY 2018-2019	FY 2019-2020	FY 2020-2021
Equipment and Fleet Management Fund	\$3,020.84	\$3,020.83	\$3,020.83
Dallas Water Utilities Fund	\$738,474.36	\$738,474.33	\$738,474.31
Convention and Event Services Fund	\$41,525.00	\$41,525.00	\$41,525.00
Aviation Fund	\$1,000.00	\$1,000.00	\$1,000.00
Total	\$784,020.20	\$784,020.16	\$784,020.14

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$2,352,060.50	Other Services	23.80%	1.53%	\$36,062.87
• This contract does not meet the M/WBE goal, but complies with good faith efforts				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Proposal	<ul style="list-style-type: none"> • Utilized for professional, personal, revenue, and planning services • Recommended offeror is the responsible offeror whose proposal most closely meets established criteria for the services advertised, based on demonstrated competence and qualifications at a fair and reasonable price • Always involves the evaluation by committee • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BMZ1802. We opened them on April 26, 2018. We recommend the City Council award this service price agreement to the most advantageous proposers by group. Information related to this solicitation is available upon request.

*Denotes successful proposers

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*Lone Star Blower, Inc.	8883 W. Monroe Rd. Houston, TX 77061	Multiple Groups
*FCX Performance, Inc. dba Pierce Pump Co.	9010 W. John Carpenter Frwy. Dallas, TX 75247	Multiple Groups
*August Industries, Inc.	2811 Eisenhower St. Carrollton, TX 75007	Multiple Groups

OWNERS

Lone Star Blower, Inc.

Andrew Balberg, President
James Cook, Vice President
Jacqueline Champagne, Treasurer

FCX Performance, Inc. dba Pierce Pump Co.

Tom Cox, President

August Industries, Inc.

Porter Stiles, President

January 23, 2019

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Lone Star Blower, Inc. (VS87744) in the amount of \$1,591,465.00, FCX Performance, Inc. dba Pierce Pump Co. (VC14294) in the amount of \$721,257.50, and August Industries, Inc. (343094) in the amount of \$39,338.00, approved as to form by the City Attorney, for air blower, compressor, and dryer repair services citywide for a term of three years in a total amount not to exceed \$2,352,060.50. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$2,352,060.50 to Lone Star Blower, Inc., FCX Performance, Inc. dba Pierce Pump Co., and August Industries, Inc. from Service Price Agreement No POM-2019-00008600.

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



Agenda Information Sheet

File #: 19-43

Item #: 39.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for citywide on-site replacement of window glass and glass repairs - Peruna Glass, Inc. dba Glass Doctor of North Texas, lowest responsible bidder of three - Not to exceed \$538,701.35 - Financing: General Fund (\$475,367.15), Convention and Event Services Fund (\$36,212.50), Dallas Water Utilities Fund (\$21,348.50), and Aviation Fund (\$5,773.20)

BACKGROUND

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

This service price agreement will provide for citywide on-site replacement of window glass and glass repairs. Glass breakage is commonly caused by vandalism or weather related incidents. There are various types, thickness, and tints of glass available such as:

- Tempered
- Laminate
- Plate
- Mirror

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 4,939 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$10.94; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 13, 2016, City Council authorized a three-year service contract for window glass replacement services citywide with Peruna Glass, Inc. dba Glass Doctor of North Texas by Resolution No. 16-0517.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$475,367.15
 Convention and Event Services Fund - \$36,212.50
 Dallas Water Utilities Fund- \$21,348.50
 Aviation Fund - \$5,773.20

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$158,455.72	\$158,455.71	\$158,455.72
Convention and Event Services Fund	\$12,070.83	\$12,070.83	\$12,070.84
Dallas Water Utilities Fund	\$7,117.50	\$7,115.50	\$7,115.50
Aviation Fund	\$1,773.20	\$2,000.00	\$2,000.00
Total	\$179,417.25	\$179,642.04	\$179,642.06

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$538,701.35	Other Services	23.80%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BR1801. We opened them on April 12, 2018. We recommend the City Council award this price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Peruna Glass, Inc. dba Glass Doctor of North Texas	2001 Midway Rd. Carrollton, TX 75006	\$538,701.35
Metroplex Glass LLC.	1705 E. Collins Blvd. Richardson, TX 75081	\$908,811.00
Stafford Juneau Holdings, Inc. dba B.J. Glass Company	579 County Rd. 4106 Crandall, TX 75114	\$571,740.27

OWNER

Peruna Glass, Inc. dba Glass Doctor of North Texas

Larry Patterson, President

January 23, 2019

WHEREAS, on April 13, 2016, City Council authorized a three-year service contract for window glass replacement services citywide with Peruna Glass, Inc. dba Glass Doctor of North Texas, in an amount not to exceed \$603,487.50, by Resolution No. 16-0517.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute a service price agreement with Peruna Glass, Inc. dba Glass Doctor of North Texas (517192), approved as to form by the City Attorney, for citywide on-site replacement of window glass and glass repairs for a term of three years, in an amount not to exceed \$538,701.35. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Peruna Glass, Inc. dba Glass Doctor of North Texas shall be based only on the amount of the services directed to be performed by the City and properly performed by Peruna Glass, Inc. dba Glass Doctor of North Texas under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$538,701.35 to Peruna Glass, Inc. dba Glass Doctor of North Texas from Service Price Agreement No. POM-2019-00008611.

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



Agenda Information Sheet

File #: 19-54

Item #: 40.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a one-year agreement for excess workers' compensation insurance through an intergovernmental agreement with the Texas Municipal League Intergovernmental Risk Pool, and subject to approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool effective February 1, 2019 through January 31, 2020 - Not to exceed \$800,000.00 - Financing: Workers' Compensation Fund

BACKGROUND

This agreement will provide for one-year of excess workers' compensation insurance.

Excess workers' compensation insurance limits the City's financial exposure on employee injury claims. This insurance provides coverage for catastrophic employee injury claims that exceed an established threshold. The City purchases excess workers' compensation insurance for compensable claims that exceed an established threshold. The policy will provide benefits such as disability, death, medical, etc. to employees that have suffered an injury or illness during the course and scope of their job. The City will pay the first \$1.5 million for each injury.

Texas Municipal League Intergovernmental Risk Pool (TMLIRP) is a government agency offering excess workers' compensation coverage to political subdivisions in accordance with the Texas Workers' Compensation Act. TMLIRP maintains an "A" Stable rating from Standard and Poor and provides coverage to other political subdivisions such as cities, municipal utility districts, transit authorities, and public utility boards.

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

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On January 22, 2014, City Council authorized the first of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers Compensation Insurance by Resolution No. 14-0246.

On January 28, 2015, City Council authorized the second of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers Compensation Insurance by Resolution No. 15-0161.

On February 10, 2016, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool by Resolution No. 16-0264.

On January 25, 2017, City Council authorized the first of two one-year renewal options to the Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of the Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2017 through January 31, 2018, by Resolution No. 17-0174.

On January 10, 2018, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2018 through January 31, 2019, by Resolution No. 18-0097.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Workers' Compensation Fund - \$800,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$800,000.00	Intergovernmental Agreement	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Intergovernmental Agreements. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Interlocal Agreement/Intergovernmental Agreement	<ul style="list-style-type: none">• Interlocal Agreements/Intergovernmental Agreements allow the City to take advantage of competitively bid contracts by a State agency or local government and enable the City to purchase goods or services at lower prices• Interlocal Agreements/Intergovernmental Agreements are an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

Texas Municipal League Intergovernmental Risk Pool

Bennett Sandlin, Executive Director

January 23, 2019

WHEREAS, on January 22, 2014, City Council authorized the first of two one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance effective February 1, 2014 through January 31, 2015, by Resolution No. 14-0246; and

WHEREAS, on January 28, 2015, City Council authorized the second of two, one-year renewal options with the Texas Municipal League Intergovernmental Risk Pool for Excess Workers' Compensation Insurance effective February 1, 2015 through January 31, 2016, by Resolution No. 15-0161; and

WHEREAS, on February 10, 2016, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool; and a one-year agreement, with two one-year renewal options, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool by Resolution No. 16-0264; and

WHEREAS, on January 25, 2017, City Council authorized the first of two one-year renewal options to the Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of the Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2017 through January 31, 2018, by Resolution No. 17-0174; and

WHEREAS, on January 10, 2018, City Council authorized an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool, effective February 1, 2018 through January 31, 2019, by Resolution No. 18-0097.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute an Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool (VS0000075750), approved as to form by the City Attorney, for excess workers' compensation insurance through, and subject to, approval by the Executive Board of Texas Municipal League Intergovernmental Risk Pool effective February 1, 2019 through January 31, 2020, in an amount not to exceed \$800,000.00.

January 23, 2019

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$800,000.00 from Workers' Compensation Fund, Fund 0189, Department ORM, Unit 3801, Object 3310, Encumbrance/Contract No. CX-ORM-2019-00008922, in accordance with the agreement between the City of Dallas and Texas Municipal League Intergovernmental Risk Pool.

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



Agenda Information Sheet

File #: 19-57

Item #: 41.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the second of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services for the Office of the City Auditor - Estimated Total Net Revenue: \$172,350.00 (see Fiscal Information)

BACKGROUND

This professional services contract will continue to provide the City with franchise fee compliance and recovery services for electric, natural gas, cable/video service, and/or certificated telephone providers. This contract will also continue to allow the contractor to conduct review and recovery services to assist the City with the detection, documentation, and correction of errors and omissions related to franchise fees for electric, natural gas, cable/video service, and/or certificated telephone providers.

The City will pay the contractor a 25 percent contingency fee based on the revenue received from the correction of detected and documented franchisee reporting errors; contingency fees are a result of the contractor's work, and apply to all franchise fees, penalties, and interest collected from the maximum examination period allowable from the franchisee.

The contingency fee also applies, for a period of 24 months, to revenues received after the contract period for deficiencies identified by the contractor during the contract period. The City will not pay any fee to the contractor until monies recovered for the City have been received from the franchisee.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 26, 2014, City Council authorized a three-year professional services contract, with three two-year renewal options, for franchise fee compliance and recovery services with MuniServices, LLC by Resolution No. 14-0365.

On January 25, 2017, City Council authorized the first of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services by Resolution 17-0175.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Estimated Total Net Revenue: \$172,350.00

Estimated Total Expense: \$43,087.50

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$172,350.00	Revenue	N/A	N/A	N/A
• The Business Inclusion and Development Plan does not apply to Revenue contracts.				

OWNER

MuniServices, LLC

Paul Colangelo, President

Doug Jensen, Vice President

January 23, 2019

WHEREAS, on February 26, 2014, City Council authorized a three-year professional services contract, with three two-year renewal options, for franchise fee compliance and recovery services with MuniServices, LLC, in an estimated net revenue amount of \$1,262,675.00, by Resolution No. 14-0365; and

WHEREAS, on January 25, 2017, City Council authorized the first of three, two-year renewal options, to the professional services contract with MuniServices, LLC for franchise fee compliance and recovery services in an estimated total net revenue amount of \$2,067,389.00, by Resolution 17-0175.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to execute the second of three, two-year renewal options, to the professional services contract with MuniServices, LLC (VS0000054917), approved as to form by the City Attorney, for franchise fee compliance and recovery services for the Office of the City Auditor for an estimated total net revenue of \$172,350.00. If the service was bid or proposed on an as needed, unit price basis for the performance of specified tasks, payment to MuniServices, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by MuniServices, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to receive and deposit all revenues received from the franchisees, as follows:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Revenue Code</u>
0001	BMS	1246	8203
0001	BMS	1246	8204
0001	BMS	1246	8205
0001	BMS	1246	8207
0001	BMS	1246	8208
0001	BMS	1246	8214
0001	BMS	1246	8220
0001	BMS	1246	8222
0001	BMS	1246	8223
0560	BMS	6395	8476

January 23, 2019

SECTION 3. That the City will pay the contractor a 25 percent contingency fee based on the franchise fee revenue received from the correction of detected and documented franchisee reporting errors. That the Chief Financial Officer is hereby authorized to disburse fees from the following appropriation:

<u>Fund</u>	<u>Department</u>	<u>Unit</u>	<u>Object code</u>
0001	BMS	1991	3099 (subject to appropriations)

SECTION 4. That this contract is designated as Contract No. POM-2016-00001435.

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



Agenda Information Sheet

File #: 19-84

Item #: 42.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for the purchase of waste and recycling collection roll carts for the Department of Sanitation Services with Toter, LLC through the National Intergovernmental Purchasing Alliance Company cooperative agreement - Estimated amount of \$4,500,000.00 - Financing: Sanitation Services Fund

BACKGROUND

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

This master agreement will provide waste and recycling collection roll carts for resident use throughout the City. Approximately 93,000 waste and recycling collection roll carts covered by this master agreement will be utilized in growth areas of the City as well as replacements for broken or stolen roll carts. Roll carts come in three sizes (48, 64 and 96-gallons) and are gray (residential waste) and blue and black (recycle waste) in color. The City collects an estimated 233,000 tons of refuse and 55,000 tons of recycling from residential customers annually.

The National Intergovernmental Purchasing Alliance Company (NIPA) cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 10, 2016, City Council authorized a three-year master agreement for waste and recycling collection roll carts with Toter, LLC by Resolution No. 16-0268.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

Sanitation Services Fund - \$4,500,000.00 (Estimated amount)

FY 2018-19 \$1,500,000.00

FY 2019-20 \$1,500,000.00

FY 2020-21 \$1,500,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$4,500,000.00	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

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

Toter, LLC

Henry Retamal, Division President

Jim Pickett, Vice President

January 23, 2019

WHEREAS, on February 10, 2016, City Council authorized a three-year master agreement for waste and recycling collection roll carts with Toter, LLC, in an amount not to exceed \$3,683,408.00, by Resolution No. 16-0268.

Now, Therefore,

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

SECTION 1. That a master agreement for the purchase of waste and recycling collection roll carts for the Department of Sanitation Services is authorized with Toter, LLC (333498) through the National Intergovernmental Purchasing Alliance Company cooperative agreement, approved as to form by the City Attorney, for a term of three years in an estimated amount of \$4,500,000.00. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for waste and recycling collection roll carts for the Department of Sanitation Services. If a written contract is required or requested for any or all purchases of waste and recycling collection roll carts for the Department of Sanitation Services under the master agreement instead of individual purchase orders, the City Manager is authorized to execute the contract upon approval as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$4,500,000.00 but not more than the amount of budgetary appropriations for this master agreement during its term to Toter, LLC from Master Agreement Contract No. SAN-2019-00009028.

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



Agenda Information Sheet

File #: 18-1417

Item #: 43.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year master agreement for the purchase of protective clothing and equipment for field personnel citywide - Safety Supply, Inc. in an estimated amount of \$1,964,918.78, Fisher Scientific Company LLC in an estimated amount of \$693,603.47, Ritz Safety LLC in an estimated amount of \$577,248.62, Saf-T-Glove, Inc. in an estimated amount of \$429,299.67, MSC Industrial Supply in an estimated amount of \$364,977.86, Mavich LLC in an estimated amount of \$341,769.25, Safeware, Inc. in an estimated amount of \$327,855.53, and M.A.N.S. Distributors, Inc. in an estimated amount of \$2,238.71, lowest responsible bidders of ten - Total estimated amount of \$4,701,911.89 - Financing: General Fund (\$2,606,971.66), Dallas Water Utilities Fund (\$1,734,104.87), Sanitation Services Fund (\$120,608.59), Stormwater Drainage Management Fund (\$114,893.87), Aviation Fund (\$44,968.09), Equipment and Fleet Management Fund (\$35,099.59), Convention and Event Services Fund (\$23,284.90), Building Inspection Fund (\$14,299.06), and 2018 -19 Community Development Block Grant Funds (\$7,681.26)

BACKGROUND

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

This master agreement will provide protective clothing and equipment for field personnel citywide. Protective clothing and equipment is an essential part of conducting daily operations for field staff who depend on their safety equipment to work effectively while protecting their body from the elements of their work environment. This master agreement will make available the proper clothing and safety equipment to all City staff that require such to perform their daily duties.

Examples of personal safety protection equipment and clothing on this agreement include but are not limited to the following:

- Hand protection
- Respiratory protection
- Back support and climbing gear
- Eyewear and ear protection
- Hard hats
- Safety vests
- Coveralls
- Rainwear
- Police gas masks
- Knee pads

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 8,262 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$2,606,971.66 (Estimated amount)
 Dallas Water Utilities Fund - \$1,734,104.87 (Estimated amount)
 Sanitation Services Fund - \$120,608.59 (Estimated amount)
 Stormwater Drainage Management Fund - \$114,893.87 (Estimated amount)
 Aviation Fund - \$44,968.09 (Estimated amount)
 Equipment and Fleet Maintenance Fund - \$35,099.59 (Estimated amount)
 Convention and Event Services Fund - \$23,284.90 (Estimated amount)
 Building Inspection Fund - \$14,299.06 (Estimated amount)
 2018-19 Community Development Block Grant Funds - \$7,681.26

Fund	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total
General Fund	\$380,893.31	\$386,405.62	\$611,021.25	\$611,117.79	\$617,533.69	\$2,606,971.66
Dallas Water Utilities Fund	\$342,780.07	\$343,296.12	\$347,454.76	\$349,373.89	\$351,200.03	\$1,734,104.87
Sanitation Services Fund	\$22,797.37	\$23,673.07	\$24,274.20	\$24,802.58	\$25,061.37	\$120,608.59
Stormwater Drainage Management Fund	\$22,432.38	\$22,510.85	\$23,245.14	\$23,299.25	\$23,406.25	\$114,893.87
Aviation Fund	\$4,968.09	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$44,968.09
Convention and Event Services Fund	\$5,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$4,284.90	\$23,284.90

Building Inspection	\$4,886.84	\$2,279.74	\$2,339.59	\$2,376.70	\$2,416.19	\$14,299.06
Equipment and Fleet Management Fund	\$11,699.86	\$11,699.87	\$11,699.86			\$35,099.59
2018-19 Community Development Block Grant Funds	\$1,509.30	\$1,518.10	\$1,542.46	\$1,545.89	\$1,565.51	\$7,681.26
Total	\$796,967.22	\$805,383.37	\$1,036,577.26	\$1,027,516.10	\$1,035,467.94	\$4,701,911.89

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$4,701,911.89	Goods	18.00%	7.32%	\$344,007.96
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BL1802. We opened them on June 29, 2018. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Safety Supply, Inc.	11827 Tech Com #114 San Antonio, TX 78233	Multiple Groups
*Fisher Scientific Company LLC	300 Industry Drive Pittsburgh, PA 15275	Multiple Groups
*Ritz Safety LLC	2631 Freewood Drive Dallas, TX 75220	Multiple Groups
*Saf-T-Glove, Inc.	1001 Avenue R Grand Prairie, TX 75050	Multiple Groups

*MSC Industrial Supply	15600 Trinity Boulevard Fort Worth, TX 76155	Multiple Groups
*Mavich LLC	525 Commerce Street South Lake, TX 76092	Multiple Groups
*Safeware, Inc.	4403 Forbes Boulevard Lanham, MD 20706	Multiple Groups
*M.A.N.S. Distributors, Inc.	3120 Kellway Drive #108 Carrollton, TX 75006	Multiple Groups
Telecom Electric Supply	1304 Capital Avenue Plano, TX 75074	Multiple Groups
GSD Operations	519 Rondel Road League City, TX 77573	Non-responsive**

**GSD Operations was deemed non-responsive due to not meeting the specifications.

OWNERS

Safety Supply, Inc.

Garrett Wacaser, President
Kenneth Wacaser, Vice President
Horace Wacaser, Secretary

Fisher Scientific Company LLC

Gregory Herrema, President
Robert J Forte, Vice President
John Sabo, Secretary

Ritz Safety LLC

Ken Fisher, President
Chris Kimmet, Vice President

Saf-T-Glove, Inc.

Keith Sutherlin, President
Russell Stockman, Vice President

MSC Industrial Supply

Erik Gershwind, President
Dave Wright, Vice President

Steve Armstrong, Secretary
Rustom Jilla, Treasurer

Mavich LLC

Michelle Manfredini, President

Safeware, Inc.

Edward A. Simons, President
Keith Hyatt, Vice President

M.A.N.S. Distributors, Inc.

Suresh Kara, President
Purnima Kara, Chief Executive Officer

January 23, 2019

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

SECTION 1. That a master agreement for the purchase of protective clothing and equipment for field personnel citywide is authorized with Safety Supply, Inc. (138114) in an estimated amount of \$1,964,918.78, Fisher Scientific Company LLC (029953) in an estimated amount of \$693,603.47, Ritz Safety LLC (VS91671) in an estimated amount of \$577,248.62, Saf-T-Glove, Inc. (001377) in an estimated amount of \$429,299.67, MSC Industrial Supply (150516) in an estimated amount of \$364,977.86, Mavich LLC (VS88952) in an estimated amount of \$341,769.25, Safeware, Inc. (VC14210) in an estimated amount of \$327,855.53, and M.A.N.S. Distributors, Inc. (331904) in an estimated amount of \$2,238.71, approved as to form by the City Attorney, for a term of five years in a total estimated amount of \$4,701,911.89. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

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

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$4,701,911.89, but not more than the amount of budgetary appropriations for this master agreement during its term to Safety Supply, Inc., Fisher Scientific Company LLC, Ritz Safety LLC, Saf-T-Glove, Inc., MSC Industrial Supply, Mavich LLC, Safeware, Inc., and M.A.N.S. Distributors, Inc. from Master Agreement Contract No. POM-2019-00008550.

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



Agenda Information Sheet

File #: 19-58

Item #: 44.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: January 23, 2019

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize an increase to the master agreement for the purchase of bedding plants, trees, and seed for citywide use with SRH Trees, Inc. in the amount of \$306,718.00, from \$1,226,872.00 to \$1,533,590.00, Justin Seed Company, Inc. in the amount of \$48,470.00, from \$193,880.00 to \$242,350.00, and Southwest Wholesale Nursery in the amount of \$35,888.00, from \$143,552.00 to \$179,440.00 - Total not to exceed \$391,076.00, from \$1,564,304.00 to \$1,955,380.00 - Financing: General Fund (\$145,538.00), Reforestation Fund (\$170,538.00), and Stormwater Drainage Management Fund (\$75,000.00)

BACKGROUND

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

This increase to the master agreement will continue to allow for the purchase of a large variety of bedding plants, trees, and seed for use on City properties and for City-sponsored programs such as Branch Out Dallas, the Reforestation Program, and Cool Schools. Bedding plants and trees purchased under this master agreement will be used for the beautification of the City's public parks, open spaces, lakes, ponds, medians, golf courses, and City's rights-of-way. Plants will be purchased in season and on an as-needed basis.

Seeds will be used to establish or replace areas where maintenance and repairs have been performed on the City's rights-of-way, creeks, channels, and the Dallas floodway system, including levee/sump side repairs, curb, gutter, sidewalk replacement, and on roadside drainage areas. Additionally, seeds will be used on the City's five golf courses, Fair Park, Cotton Bowl, and park facilities throughout the City.

The Reforestation Fund was created to manage donated funds under the tree mitigation ordinance for protected trees removed within the City. This fund is intended to motivate developers to preserve as many protected trees as possible and assess fines by caliper inch for those they destroy. The Reforestation Fund is used by the Department of Sustainable Development and Construction to purchase trees and vegetation for replanting on public property.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On April 22, 2015, City Council authorized a three-year master agreement for the purchase of bedding plants, trees and seed with SRH Trees, Inc., Justin Seed Company, Inc. and Southwest Nursery and Supply, LP dba Southwest Wholesale Nursery by Resolution No. 15-0748.

City Council will be briefed by memorandum regarding this matter on January 11, 2019.

FISCAL INFORMATION

General Fund - \$145,538.00
Reforestation Fund - \$170,538.00
Stormwater Drainage Management Fund - \$75,000.00

M/WBE INFORMATION

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

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$391,076.00	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. • Increase in Master Agreement - 0.00% Overall M/WBE participation 				

OWNERS

SRH Trees, Inc.

Tyler Hawkins, President

Justin Seed Company, Inc.

Edward Tally III, President

Southwest Wholesale Nursery

Steve Taber, President

January 23, 2019

WHEREAS, on April 22, 2015, City Council authorized a three-year master agreement for the purchase of bedding plants, trees and seed with SRH Trees, Inc. in the amount of \$1,226,872.00, Justin Seed Company, Inc. in the amount of \$193,880.00, and Southwest Nursery and Supply, LP dba Southwest Wholesale Nursery in the amount of \$143,552.00, by Resolution No. 15-0748; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5108 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with Southwest Wholesale Nursery and Supply, LP from April 21, 2018 to April 20, 2019; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5109 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with Justin Seed Company, Inc. from April 21, 2018 to April 20, 2019; and

WHEREAS, on January 4, 2018, Administrative Action No. 18-5113 authorized to extend the master agreement for trees, bedding plants, seed, and sod for one year with SRH Trees, Inc. from April 21, 2018 to April 20, 2019.

Now, Therefore,

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

SECTION 1. That the City Manager is hereby authorized to increase the master agreement, approved as to form by the City Attorney, for the purchase of bedding plants, trees, and seed with SRH Trees, Inc. (VS86340) in the amount of \$306,718.00, from \$1,226,872.00 to \$1,533,590.00 Justin Seed Company, Inc. (006691) in the amount of \$48,470.00, from \$193,880.00 to \$242,350.00, and Southwest Wholesale Nursery (039273) in the amount of \$35,888.00, from 143,552.00 to \$179,440.00, in a total amount not to exceed \$391,076.00, increasing the master agreement from \$1,564,304.00 to \$1,955,380.00.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$391,076.00 to SRH Trees, Inc., Justin Seed Company, Inc., and Southwest Wholesale Nursery from Master Agreement No. BF1410.

SECTION 3. That this contract is designated as Contract No. POM-2018-00004853.

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.

Memorandum



CITY OF DALLAS

DATE January 11, 2019

Honorable Members of the Government Performance & Financial Management Committee:
TO Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson, Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Management Agreement**

At the January 7, 2019, Government Performance & Finance Management Committee meeting, members posed questions regarding the Kay Bailey Hutchison Convention Center Dallas (KBHCCD) Management Agreement briefing and procurement process. This memo provides clarification regarding those inquiries.

1. A confidential copy of the management agreement between the City of Dallas and Global Spectrum, L.P. D/B/A Spectra Venue Management will be provided on Monday through the Office of Procurement. A copy of the cover memo is attached (without the contract).
2. What are the names of the evaluation committee members for the Management Company Request for Competitively Sealed Proposals (RFCSP)?
 - Rick Galceran – Director – Bond Office
 - Errick Thompson – Director – Building Services Department
 - Robin Bentley – Assistant Director – Office of Economic Development
 - Arturo Del Castillo – Chief Planner – Planning & Urban Design
 - David Fisher – Assistant Director – Office of Cultural Affairs
 - Juanita Ortiz – Assistant Director – Convention & Event Services
3. Can the management contract be amended to clarify Spectra Venue Management's minimum salary commitment of \$13.45 per hour for transitioning City employees?
 - Spectra Venue Management has provided a letter of agreement grandfathering current City employees at an hourly minimum of \$13.45.
 - The letter is included as a part of Spectra Venue Management's proposal as part of the contract.

If you have questions, please do not hesitate to contact me at 214.670.3009.

Joey Zapata
Assistant City Manager

Attachment

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Carol Smith, City Auditor (Interim)
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge

Kimberly Bizer Tolbert, Chief of Staff to the City Manager
M. Elizabeth Reich, Chief Financial Officer
Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager & Chief of Resilience
Directors and Assistant Directors

Memorandum

DATE January 10, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT Requested Disclosure of Confidential Information Relating to the Request for Competitive Sealed Proposals and Contract for Management of Kay Bailey Hutchison Convention Center Dallas BGZ1802



Pursuant to your request, attached is confidential information relating to RFCSP BGZ1802 and the negotiated management agreement.

The release of the attached information to you, in your official capacity, is not a release to the public for purposes of the Public Information Act (the "Act"). A city official, acting in his or her official capacity, is not a member of the public for purposes of access to information in the governmental body's possession. Please be aware, therefore, that some of the attached information is or may be confidential under the Act.

Please also be aware that you are required by the Act to keep the information confidential, and you are prohibited from releasing this information to the public. Additionally, please be aware that it is a criminal offense to distribute information considered confidential under the Act.

Section 252.049(b) of the Texas Local Government Code states that:

"If provided in a request for proposals, proposals shall be opened in a manner that avoids disclosure of the contents to competing offerors and keeps the proposals secret during negotiations. All proposals are open for public inspection after the contract is awarded, but trade secrets and confidential information in the proposals are not open for public inspection."

In accordance with Texas law, you may not release or disclose the attached materials to any other person or entity until a contract is approved by the City Council, executed by the City Manager, and filed with the City Secretary's Office. At that time, the Act will still apply to any confidential information in the materials.

If you have any questions concerning this matter, please contact me at 214.671.5003.



Michael Doss
Assistant City Attorney
Attachment



SPECTRA

DAVE ANDERSON

Senior Vice President, Spectra Venue Management

650 Okeechobee Blvd., West Palm Beach, FL 33401

O: 561.366.3006 M: 561.313.0144 Dave_Anderson@comcastspectacor.com

January 11, 2019

John Kohut
City of Dallas, Procurement Services
1500 Marilla St.
Room 3F North
Dallas, Texas 75201

Mr. Kohut,

On behalf of Spectra, we are thrilled about the opportunity to partner with the City of Dallas to manage the Kay Bailey Hutchison Convention Center. We are dedicated to the long-term success by driving more events, increasing marketing and sales efforts, and implementing robust customer service initiatives.

In addition, we are committed to dedicating all necessary corporate resources to ensure a seamless transition. We put employees first when implementing transitions. Through our negotiations with City staff, we have agreed to pay all employees working under the agreement at least the City's current Living Wage of \$11.15 per hour. We understand that the lowest compensated employee is currently earning \$13.45 per hour. We are writing this letter to commit that notwithstanding the City's Living Wage Rate, no current transitioning employee at the Kay Bailey Hutchison Convention Center will be paid a lower hourly rate than what they currently earn.

If you have any additional questions or concerns, we are more than happy to address them at the appropriate time. Thank you, and we look forward to a successful long-term partnership!

Sincerely,

Dave Anderson
Senior Vice President-Spectra Convention Centers

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Members of the Economic Development & Housing Committee: Tennell Atkins, Chair, Rickey D. Callahan, Vice-Chair, Lee M. Kleinman, Scott Griggs, Casey Thomas, II, B. Adam McGough, Mark Clayton, Kevin Felder, Omar Narvaez

SUBJECT **Response to Questions on the Briefing for 2018 Notice of Funding Availability Process and Results**

On January 7, 2019, the Economic Development and Housing Committee (EDHC) was briefed on the 2018 Notice of Funding Availability (NOFA) process and results. The purpose of this memorandum is to provide additional details as requested by the members of the EDHC regarding the briefing. Housing and Neighborhood Revitalization Department (Housing) staff will provide additional information regarding the NOFA including interested parties, feedback received from the development community regarding the NOFA, impact of funding on single-family NOFA to be issued, and effect of developments recommended for funding on the City's Comprehensive Housing Policy (CHP) production goals prior to the February 4, 2019, EDHC meeting.

Summary

On August 30, 2018, the Housing and Neighborhood Revitalization Department (Housing) issued a NOFA as required for available funding under the CHP adopted May 9, 2018 and as amended on November 28, 2018. The primary purpose of the NOFA was to provide gap financing in the form of a repayable loan to support new developments or substantial rehabilitation of existing developments located within the City limits, with such funding prioritized in the Reinvestment Strategy Areas, as outlined in the City's CHP and the Program Statement for the New Construction and Substantial Rehabilitation Program. All proposals for funding should assist in meeting the production goals set forth in the policy by proposing to serve households earning between 30%-120% of the Dallas Area Median Income with the targeted income bands varying according to the market and development type. Housing issued the NOFA with an estimated \$25,000,000 in funding available from federal and local sources such as Community Development Block Grant (CDBG), General Obligation Bonds, and Housing Trust Fund. Responses were due on October 11, 2018.

There were 19 proposals submitted. Proposals were evaluated in two stages: 1) threshold review and 2) technical scoring. During threshold review, reviewers evaluated whether the proposal included: all elements, eligible activities, eligible end users/beneficiaries, and whether the proposer is an individual or entity eligible for a City contract. Proposals that passed threshold review moved to technical scoring, where an Evaluation Committee made up of five City employees, scored the proposals based on

the evaluation criteria set forth in the NOFA. All proposals that scored at or above the minimum score of 100 out of 155 points are considered eligible for a funding award.

Staff and the Evaluation Committee has concluded its evaluation of the 2018 NOFA proposals for housing development. Out of the 19 proposals submitted, 10 passed threshold requirements. Based on the evaluation criteria, 3 of the 10 proposals earned a minimum score of 100 to receive a funding award.

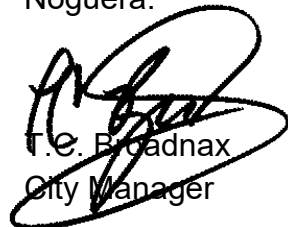
Revisions to NOFA Results Summary

It was recommended by the EDHC to provide the following information:

1. Breakdown of all the scores for each evaluation criteria that comprise the total score for all proposals that met the threshold requirement;
2. Include the mix of affordable and market rate units;
3. List the amount of housing tax credits for proposals utilizing 4% or 9% housing tax credits issued through the Texas Department of Housing and Community Affairs (TDHCA).

Provided as Attachment 1 is a revised evaluation summary including items 2 and 3 above. Attachment 1 was also revised to correct typographical errors noted on the results posted in a Council memorandum on November 30, 2018, including the score for High Point at Wynnewood, LP which is not based on the appeal submitted by the proposer. Additionally, the revised scoring sheets provided to all eligible proposers on December 13, 2018, are attached for your reference.

At the February 4, 2019, EDHC meeting Housing staff will identify the City's funding source, provide details on all proposed sources and uses, and include the negotiated housing development loan terms for the three eligible proposers. Should you have any questions, please contact the Director of Housing and Neighborhood Revitalization David Noguera.



T. C. Broadnax
City Manager

c: Chris Caso, City Attorney (I)
Craig Kinton, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

Attachment 1: Revised 2018 Notice of Funding Availability (NOFA Proposal) Evaluation Summary

	Developer	Development Name	Council District	Units Proposed	Income Bands Served	Total City Request	Total Development Cost (Includes City Request)	Proposal Total Score
1	Generation Housing Partners	Estates at Shiloh	9	40 townhomes 224 apartments (Seniors)	239 units - 30% - 60% AMI 24 units - Market Rate	\$4,000,000	\$38,435,465 *\$13,209,810 **\$12,546,810	117
2	Palladium USA	Palladium Redbird	8	224 apartments (Option 1) 300 apartments (Option 2)	Option 1: 171 units 30% - 60% AMI 73 units Market Rate Option 2: 210 units 30% -60% AMI 90 units - Market Rate	\$4,950,000 (Option 1) \$8,900,000 (Option 2)	\$45,508,161 (Option 1) *11,661,600 **\$11,077,415 \$61,148,008 (Option 2) *\$16,196,080 **\$15,384,734	111
3	RMGM Developers, LLC Matthews Holdings Southwest	2400 Bryan Street	14	212 multifamily units	105 units 30% – 60% AMI 107 units - Market Rate	\$5,000,000 of General Obligation Bond Funds \$3,000,000 of Housing Trust Funds; and \$1,300,000 Tax Increment Financing	\$63,928,715 *15,000,000 **\$14,623,538	107
5	Villa Santa Maria Inc.	Villa Santa Maria	2	45 apartments (Seniors)	6 units - 50% - 80 % AMI 39 units - Market Rate	\$1,500,000	\$4,496,424	84
4	Dallas City Homes	Topeka Apartments and Imagine Community Center	6	15 multifamily units	5 units 30% - 60% AMI (Seniors) 10 units - Market Rate (Family)	\$3,247,843	\$6,854,623	80
6	High Point at Wynnewood, LP	High Point at Wynnewood	1	220 multifamily units	21 units - 30% AMI & Below 62 units - 60% AMI & Below 21 units - 80% AMI & Below 116 units - 80% AMI & Above	\$4,687,244	\$41,000,000 *Amount not listed **\$7,880,299	72***
7	Grand 136	Grand Avenue Lofts	7	136 multifamily units	136 units - 120% AMI and Market Rate	\$6,000,000	\$28,543,989	58
8	Highridge Costa Housing, LLC./ Casa Linda Development Corporation	Cielo at Mountain Creek	3	100 multifamily units (Seniors)	100 units at 60% AMI	\$3,560,450	\$19,262,439 *7,022,307 **\$6,669,857	55
9	Renaissance Neighborhood Development Corp.	Buckner Senior Housing	7	240 multifamily units	193 units - 30% - 60% AMI 47 units - Market Rate	\$2,497,148	\$33,194,944 *10,551,404 **\$9,496,263	49
10	OM Housing	Villa at MountainView Apartments	3	250 multifamily units	250 units at 60% AMI	\$1,300,000	\$47,532,395 *\$18,047,800 **\$16,692,546	32
Did Not Pass Threshold								
11	Camden Homes & Cooperzadeh Development	Kensington Valley	8	112 homes, 3-4 bdms, 1600-2000 sq. ft	33 units - 60% to 120% AMI	\$990,000	\$21,157,700	did not meet threshold requirements
12	Polk Street Partners	Polk Street Partners	8	69 single family homes	69 units - 60% - 120% AMI	\$2,700,000	\$15,227,551	did not meet threshold requirements
13	Camden Homes & Cooperzadeh Development	Teagarden Estates	8	221 single family homes	33 units - 60% - 120% AMI	\$990,000	\$39,410,965	did not meet threshold requirements

	Developer	Development Name	Council District	Units Proposed	Income Bands Served	Total City Request	Total Development Cost (Includes City Request)	Proposal Total Score
14	Greenleaf Venture, LLC	Courtyards on Singleton	6	30 townhomes	30 units - 80% - 120% AMI	\$450,000	\$6,570,000	did not meet threshold requirements
15	Dallas Neighborhood Alliance for Habitat (DNAFH)	Joppa Field	7	50 single family homes	50 units - 60% - 120% AMI	\$2,650,000	\$7,816,549	did not meet threshold requirements
16	Dallas Neighborhood Alliance for Habitat	Los Arboles	6	29 single family homes	29 units 60% - 120% AMI	\$1,750,000	\$4,200,045	did not meet threshold requirement
17	Builders of Hope Community Development Corporation	Chariot Village	7	20 single family homes	20 units at 80% AMI	\$500,000	\$525,000	did not meet threshold requirements
18	OM Housing	Lawnview Pointe Apartments	7	250 multifamily units	250 units at 60% AMI	\$1,200,000	\$47,532,395 *\$18,047,800 **\$16,692,546	did not meet threshold requirements
19	OM Housing	Lawnview Place Apartments	7	250 multifamily units	250 units at 60% AMI	\$1,200,000	\$47,532,395 *\$18,047,800 **\$16,692,547	did not meet threshold requirements

* The amount of housing tax credit requested over a 10 year period. For example, if the amount listed is \$13,209,810; then the HTC request is \$1,320,981

**The approximate amount of housing tax credit (HTC) equity provided through a tax credit syndicator or investor

***Score revised to correct a typo posted in a Council memo on November 30, 2018

Notice of Funding Availability (NOFA) Evaluation Matrix

PROPOSER'S NAME	TX Casa View 2018, Ltd.		
GENERAL PARTNER	TX Casa View 2018 GP, LLC (Dallas Housing Finance Corporation (49%) Housing Channel, Inc. (51%)		
DEVELOPER	Generation Housing Partners, LLC, Housing Channel, Inc. & Hill Tide Partners, LLC		
PROPERTY MANAGER	Alpha Barnes Property Management		
DEVELOPMENT NAME	Estates at Shiloh		
ADDRESS	2649 Centerville Road, Dallas Texas 75228		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	7	
Timely Completion of Projects, Property Performance, and Compliance (5 points)	Points	Proposer Score	Comments
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	5	
Nonprofit Organization Participation (5 points)	Points	Proposer Score	Comments
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	5	Housing Channel meets the definition of qualified nonprofit.
Leveraging (10 points)	Points	Proposer Score	Comments
What is the level of City participation compared to other debt and equity for the development?	10	10	
Redevelopment Areas (20 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)	Points	Proposer Score	Comments
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	20	
Emerging Market Area - (10 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)	Points	Proposer Score	Comments
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	8	Units at 30%, 60% and 120% and market study to support could be a better mix
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	4	Adequate; especially since accommodating existing units. Aging in place is a good prospect
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	5	Letter from Greater Casa View Alliance.
Consistency with City's Business Inclusion and Development Plan (15 points)	Points	Proposer Score	Comments
The MWBE office will score this section.	15	12	

Notice of Funding Availability (NOFA) Evaluation Matrix

Project Site Characteristics (5 points)	Points	Proposer Score	Comments	
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	0	Zoning is not in place; will need to amend PD.	
Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit				
Public Park	5			
Full Scale Grocery Store	5			
Community or Senior Center			1	
Aging & Disability Resource Center	5			
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	5		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	5		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	5		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	5	Zoning is not in place and will impact timing to close.	
PROPOSAL TOTAL SCORE		117		

Notice of Funding Availability (NOFA) Evaluation Matrix

PROPOSER'S NAME	Palladium Redbird, Ltd.		
GENERAL PARTNER	Palladium Redbird GP, LLC (City of Dallas Housing Finance Corporation its sole member)		
DEVELOPER	Palladium USA		
PROPERTY MANAGER	Omnium Management		
DEVELOPMENT NAME	Palladium Redbird		
ADDRESS	Redbird Mall Site		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	10	
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	5	
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	2	DHFC is listed as the qualified nonprofit
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	10	Strong leverage of City resources for both options.
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	20	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	8	Serves 30%, 60% and market rate4 and rents align with market study.
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	3	Project design needs additional review with regard to quality of light access in some units.
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	4	

Notice of Funding Availability (NOFA) Evaluation Matrix

Project Site Characteristics (5 points)	Points	Proposer Score	Comments	
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	5	Zoning in place	
Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park		3		
Full Scale Grocery Store			1	
Community or Senior Center		3		
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	2		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	5		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	5		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	5		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	10		
PROPOSAL TOTAL SCORE		111		

Notice of Funding Availability (NOFA) Evaluation Matrix

PROPOSER'S NAME	2400 Bryan Street, LLC		
GENERAL PARTNER	2400 Bryan Street GP, LLC (Texas Legends Care (10%), RMGM Matthews (39%), Betco Consulting (51%))		
DEVELOPER	Matthew Southwest		
PROPERTY MANAGER	UAH Property Management		
DEVELOPMENT NAME	2400 Bryan Street		
ADDRESS	2400 Bryan Street		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	10	
0			
Timely Completion of Projects, Property Performance, and Compliance (5 points)	Points	Proposer Score	Comments
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	5	
0			
Nonprofit Organization Participation (5 points)	Points	Proposer Score	Comments
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	0	
0			
Leveraging (10 points)	Points	Proposer Score	Comments
What is the level of City participation compared to other debt and equity for the development?	10	10	
0			
Redevelopment Areas (20 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
0			
Stabilization Target Areas- (20 points)	Points	Proposer Score	Comments
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	20	
0			
Emerging Market Area - (10 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
0			
Consistency with Comprehensive Housing Policy (20 points)	Points	Proposer Score	Comments
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	10	
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	4	
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
0			

Notice of Funding Availability (NOFA) Evaluation Matrix

Consistency with City's Business Inclusion and Development Plan (15 points)		Points		Comments
The MWBE office will score this section.		15	3	
Project Site Characteristics (5 points)		Points	Proposer Score	Comments
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?		5	5	
Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park	5			
Full Scale Grocery Store				
Community or Senior Center				
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)		Points	Proposer Points	Comments
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.		5	0	
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)		Points	Proposer Points	Comments
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements		5	5	
Reserves in the proforma are consistent with TDHCA HTC requirements.		5	5	
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.		5	5	
Project Feasibility - Homeownership Projects (15 points)		Points	Proposer Points	Comments
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?		15	0	
Project Readiness (10 points)		Points	Proposer Points	Comments
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.		10	10	
PROPOSAL TOTAL SCORE			107	

PROPOSER'S NAME	Villa Santa Maria, Inc.		
GENERAL PARTNER			
DEVELOPER	St. Margaret		
PROPERTY MANAGER	Pace Realty		
DEVELOPMENT NAME	Villa Santa Maria		
ADDRESS	1830 Bennett Avenue		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	5	
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	3	
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	5	
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	7	
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	8	
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5	5	4	
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	6	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	5	

Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park	5			
Full Scale Grocery Store	5			
Community or Senior Center				
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	3		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	3		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	5		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	10		
PROPOSAL TOTAL SCORE		84		

PROPOSER'S NAME	Dallas City Homes		
GENERAL PARTNER	Dallas City Homes		
DEVELOPER	Dallas City Homes or wholly owned subsidiary		
PROPERTY MANAGER	Dallas City Homes		
DEVELOPMENT NAME	Topeka Apartments		
ADDRESS	3115 Topeka Avenue		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	5	
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	2	
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	5	
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	0	Over 50% of the proposed funding is City funds. \$2.8M for 5 affordable units
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	20	West Dallas RSA
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10		
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	6	
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	5	
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	9	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	

Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	5	
Site Amenities - up to 40 points			
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point
High Intensity Transit	5		
Public Park		3	
Full Scale Grocery Store			1
Community or Senior Center			
Aging & Disability Resource Center			
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point
Qualifying Medical Clinic or Hospital			
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points
Transit time to Major Employment Center	5		
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0	Services offered at planned community center do not necessarily cater to seniors.
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes			
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.			
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.			
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	0	
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	0	
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	4	Not a complete market study only analysis
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0	
Project Readiness (10 points)	Points	Proposer Points	Comments
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	5	
PROPOSAL TOTAL SCORE		80	

PROPOSER'S NAME	Highpoint at Wynnewood, LP Partnership with Bank of America, CitySquare Housing, MVAH Partners, Auxano Development and Dallas Housing Finance Corporation		
GENERAL PARTNER	City Square Housing		
DEVELOPER	Auxano Development and MVAH Partners		
PROPERTY MANAGER	MVAH Partners		
DEVELOPMENT NAME	Highpoint at Wynnewood		
ADDRESS	~ 1805 South Zang Blvd.		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	7	20 Years collaborative experience.
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	5	Team demonstrated successful completion of previous projects.
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	0	Unable to determine if a qualified nonprofit will meet the definition.
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	0	Really not clear what the City ask is varies from \$7.6-\$3.8; several inconsistencies in proposal.
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	20	Wynnewood
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	8	Can this support more market? 60/40?
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	4	Site layout is adequate comparatively at this stage but still need peer review.
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	2	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	

Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	0	Will need zoning amendment to meet the proposed height and setbacks.	
Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park				
Full Scale Grocery Store	5			
Community or Senior Center				
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	1	Resident Service Coordinator.	
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	0	information was not sufficiently provided	
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	5		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	5		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	0		
PROPOSAL TOTAL SCORE		72		

PROPOSER'S NAME	Grand 136 LLC		
GENERAL PARTNER	Urban Mixed Use LLC (80%) and Urban Development Services LLC (20%)		
DEVELOPER	Devin Hall and Gary Hasty		
PROPERTY MANAGER	Sunridge Management Group		
DEVELOPMENT NAME	Grand Avenue Lofts		
ADDRESS			
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	5	
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	0	Not enough details to sufficiently score.
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	0	
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	5	Lacks sufficient details on other sources of debt/equity.
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	10	Income bands proposed appropriate for area. Especially, since RECAP.
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	5	
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	3	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	5	

Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park		3		
Full Scale Grocery Store			1	
Community or Senior Center			1	
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	0		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	0		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	3		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	7		
PROPOSAL TOTAL SCORE		58		

PROPOSER'S NAME	CLO Mountain Housing, LP		
GENERAL PARTNER	CLO Mountain Housing GP, LLC (Dallas Housing Finance Corporation (75%) and CHDO (25%))		
DEVELOPER	Highridge Costa Housing, LLC (50%), CLO Mountain Housing GP, LLC (25%), and Casa Linda Development Corporation (25%)		
PROPERTY MANAGER	UAH Property Management		
DEVELOPMENT NAME	Cielo at Mountain Creek		
ADDRESS	Southwest quadrant of Mountain Creek Parkway		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	10	Development team meets the requirements
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	5	
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	0	Propose partnership with DHFC and TBD CHDO. 25% ownership for the CHDO.
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	5	
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	3	No mix of income bands served all 60% AMI
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5)	5	1	Design is to not responsive to then unique topography the abundant tree coverage and sensitivity the escarpment
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	Not a register neighborhood organization
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	5	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	

Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	0	In PD 521;significantly exceed max allowable height. Will require zoning amendment and conceptual and site plan approval. Must comply with escarpment and tree mitigation ordinances.	
Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit				Within 1/4 mile or less of the park; however not developed.
Public Park	0			
Full Scale Grocery Store				
Community or Senior Center			1	
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)				
Points	Proposer Points	Comments		
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)				
Points	Proposer Points	Comments		
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	5		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	5		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	5		
Project Feasibility - Homeownership Projects (15 points)				
Points	Proposer Points	Comments		
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)				
Points	Proposer Points	Comments		
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	5	Questions regarding timeline due to escarpment review and other City approvals necessary to get the site permit ready.	
PROPOSAL TOTAL SCORE		55		

PROPOSER'S NAME	Partnership with Renaissance Neighborhood Development Corporation, Volunteers of America, Inc. & Buckner Retirement Services		
GENERAL PARTNER	Renaissance Neighborhood Development Corporation (80%) & Volunteers of America Texas, Inc. (20%)		
DEVELOPER	Renaissance Neighborhood Development Corporation		
PROPERTY MANAGER	Volunteers of America Texas, Inc.		
DEVELOPMENT NAME	Buckner Senior Housing		
ADDRESS	Samuell Blvd. and Buckner Blvd.		
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	2	Fairly new entity with 10+ years experience
Timely Completion of Projects, Property Performance, and Compliance (5 points)	Points	Proposer Score	Comments
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	1	List of properties provided but did not provide enough detail on actual property assessment or references to substantiate experience. No experience with Texas HTCs.
Nonprofit Organization Participation (5 points)	Points	Proposer Score	Comments
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	5	RNDC qualifies as nonprofit under the definition
Leveraging (10 points)	Points	Proposer Score	Comments
What is the level of City participation compared to other debt and equity for the development?	10	8	Leverage city resources; however, not creative with other sources
Redevelopment Areas (20 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)	Points	Proposer Score	Comments
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)	Points	Proposer Score	Comments
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10	0	
Consistency with Comprehensive Housing Policy (20 points)	Points	Proposer Score	Comments
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	2	Income bands met City's goals. However, market study is for 2015.
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5)	5	1	Site plan is not responsive to the major thoroughfares and the amenities are separated from the users.
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	No letter provided.
Consistency with City's Business Inclusion and Development Plan (15 points)	Points	Proposer Score	Comments
The MWBE office will score this section.	15	5	
Project Site Characteristics (5 points)	Points	Proposer Score	Comments
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	0	PD 549 which will requires zoning amendment and conceptual site plan

Site Amenities - up to 40 points				
Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit	5			
Public Park				
Full Scale Grocery Store	5			
Community or Senior Center				
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0	Did not provide enough detail to support programs mentioned.	
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	5		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	5		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	0		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	0		
PROPOSAL TOTAL SCORE		49		

PROPOSER'S NAME	OM Housing, LLC		
GENERAL PARTNER	TBD		
DEVELOPER	OM Housing, LLC		
PROPERTY MANAGER	Alpha Barnes		
DEVELOPMENT NAME	Villa at Mountainview		
ADDRESS			
Project Team Experience (Partnership Entity, Project Team, General Contractor, etc.)	Points	Proposer Score	Comments
Does the project team have a minimum of 10 years collaborative, successful, relative experience developing qualified projects?	10	5	
Timely Completion of Projects, Property Performance, and Compliance (5 points)			
Points	Proposer Score	Comments	
Does the Project Team have developments that were completed in a timely manner; maintained in accordance with city, state and federal regulations; offer Services, if applicable; and there are no outstanding deficiencies related to inspections? Is the Project Team's history of financial stability and regulatory compliance are satisfactory and limit risk to the City? Did the Proposer demonstrate quality of materials utilized and workmanship with regard to final product? Did the Proposer provide 3 professional references attesting to the success of the Project Team's developments?	5	3	
Nonprofit Organization Participation (5 points)			
Points	Proposer Score	Comments	
Does a qualified nonprofit organization have a controlling interest in the development of at least have 50% ownership interest in the GP and the developer or co-developer?	5	0	
Leveraging (10 points)			
Points	Proposer Score	Comments	
What is the level of City participation compared to other debt and equity for the development?	10	10	
Redevelopment Areas (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Midtown, High Speed Rail, Wynnewood, Red Bird Areas	20	0	
Stabilization Target Areas- (20 points)			
Points	Proposer Score	Comments	
Is the proposed development located in one of the following areas: LBJ Skillman, Vickery Meadow, Casa View, Forest Heights/Cornerstone Heights, East Downtown, The Bottom, West Dallas, or Red Bird North.	20	0	
Emerging Market Area - (10 points)			
Points	Proposer Score	Comments	
Is the proposed development located in on of the following areas: Southern Gateway, Pleasant Grove, University Hills	10		
Consistency with Comprehensive Housing Policy (20 points)			
Points	Proposer Score	Comments	
Income Bands Served - Does the development serves 1) income bands presently served in the area, if such income bands are at risk of displacement or 2) new income bands that are underserved in the area. Regardless of the income bands proposed to be served, the market data/findings in the Market Feasibility Report must support the proposed population. (10 points)	10	0	No income mix; and surrounded by other low income tax credit properties
Design Principles - Does the development design elements complement community aesthetics? Additionally, does the design of the dwelling unit(s), including unit sizes, bedroom mix and accessibility features should reflect the needs of the project's target population, such as families, seniors or disabled individuals? (5 points)	5	0	Not enough information to score specific to this site.
Neighborhood/Community Group Support - Does the Proposal include a letter documenting support from area residents. If so, is the letter of support must be signed by an officer of at least one of the registered organizations? (5 points)	5	0	
Consistency with City's Business Inclusion and Development Plan (15 points)			
Points	Proposer Score	Comments	
The MWBE office will score this section.	15	4	
Project Site Characteristics (5 points)			
Points	Proposer Score	Comments	
Does the proposal demonstrate or contain documentation that the current zoning for the land to be used for the project allows for the proposed land use, density, and development type?	5	0	Zoning not in place. Tree mitigation and escarpment ordinance issue.
Site Amenities - up to 40 points			

Amenity	1/4 Mile or Less 5 Points	>1/4 Mile and < 1/2 Mile 3 Points	1/2 Mile and up to 1 Mile 1 Point	Comments
High Intensity Transit				
Public Park				
Full Scale Grocery Store	5			
Community or Senior Center				
Aging & Disability Resource Center				
Amenity	1/2 Mile or less 5 Points	>1/2 Mile and < 1 Mile 2 Points	1 Mile and up to 2 Miles 1 Point	Comments
Qualifying Medical Clinic or Hospital				
Amenity	20 Minutes or less 5 Points	>20 Minutes and < 40 minutes 2 Points	More than 40 Minutes 0 points	Comments
Transit time to Major Employment Center	5			
Homeowner/Tenant Services (5 points)	Points	Proposer Points	Comments	
The equivalent of one (1) FTE resident service coordinator for every 600 project bedrooms.	5	0		
Project provides or has agreements with third party service providers to provide on-site educational, wellness and/or skill building classes				
Project provides on-site, licensed child care or after school program that operates at least 20 hours per week.				
For homeownership developments, counseling courses offered such as first-time homebuyer, after purchase such as maintenance requirements, financial literacy during the affordability period.				
Project Feasibility - Rental Projects (15 points)	Points	Proposer Points	Comments	
Proposed rent schedule consistent with TDHCA rent limits on rent-restricted units and appropriate vacancy and collection loss assumptions in the project proforma are consistent with TDHCA HTC requirements	5	0		
Reserves in the proforma are consistent with TDHCA HTC requirements.	5	0		
Completed Market Feasibility Report with conclusions supporting the applicable project proforma assumptions.	5	0		
Project Feasibility - Homeownership Projects (15 points)	Points	Proposer Points	Comments	
Does the completed independent third-party Market Analysis contains conclusions supporting the applicable project cash flow assumptions, including but not limited to absorption rates, unit type, value, construction schedule, sales price projections?	15	0		
Project Readiness (10 points)	Points	Proposer Points	Comments	
Has Proposer secured site control per TDHCA HTC definition of site control? Environmental Report (s) has/have been completed or underway? Based on development schedule, development can expeditiously assist the City with meeting its annual production goals.	10	0	Did not submit 3rd party market study; environmental report; noncompliant with existing zoning.	
PROPOSAL TOTAL SCORE		32		

Memorandum



CITY OF DALLAS

DATE January 10, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Sales Tax Receipts**

The November 2018 sales tax receipts from the State Comptroller's Office are \$24,571,164 which represents a 6.3 percent increase in total collections compared to the same reporting period last year.

- November 2017 actual \$23,107,433
- November 2018 budget \$23,580,119
- November 2018 actual \$24,571,164

Over the most recent 12 months, sales tax receipts have increased by 3.8 percent. We will continue to monitor our sales tax forecast closely and keep you informed.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

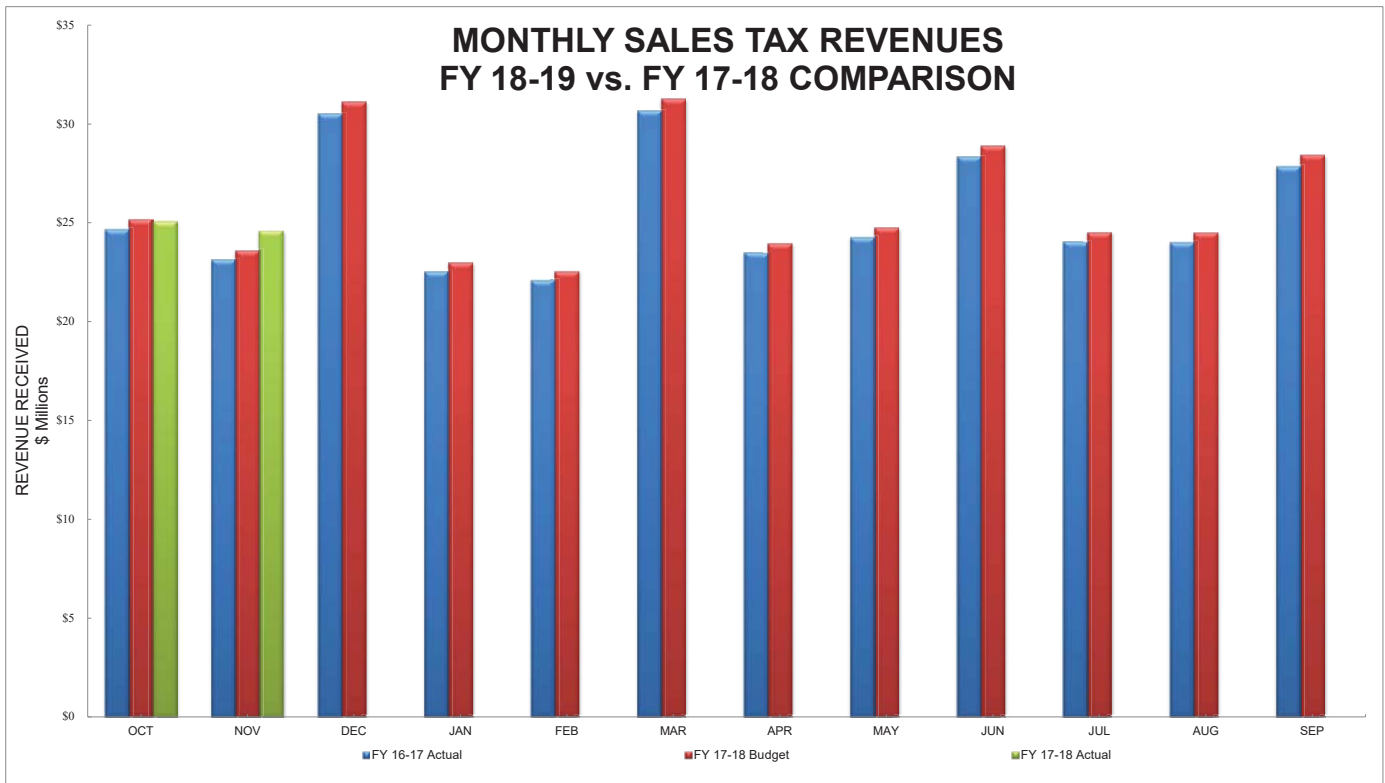
cc: T.C. Broadnax, City Manager
Christopher Caso, City Attorney (Interim)
Carol A. Smith, City Auditor (Interim)
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager & Chief Resilience Officer
Directors and Assistant Directors

SALES TAX

as of November 2018

	ACTUAL FY 2017-18	BUDGET FY 2018-19	ACTUAL FY 2018-19	YTD VARIANCE FY 18-19 ACT. VS. FY 17-18 ACT.		YTD VARIANCE FY 18-19 ACTUAL VS. BUDGET	
				DOLLARS	PERCENT	DOLLARS	PERCENT
OCT	\$24,658,939	\$25,163,364	\$25,049,631	\$390,692	1.6%	(\$113,733)	-0.5%
NOV	23,107,433	23,580,119	\$24,571,164	\$1,463,732	6.3%	\$991,045	4.2%
DEC	30,495,919	31,119,745					
JAN	22,512,572	22,973,091					
FEB	22,085,841	22,537,630					
MAR	30,639,226	31,265,984					
APR	23,469,135	23,949,221					
MAY	24,246,315	24,742,298					
JUN	28,316,678	28,895,925					
JUL	24,018,891	24,510,222					
AUG	23,995,432	24,486,284					
SEP	27,851,403	28,421,132					
TOTAL	\$305,397,783	\$311,645,016	\$49,620,795	\$1,854,423	3.9%	\$877,312	1.8%



Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and City Council

SUBJECT **Taking Care of Business – January 8, 2019**

Update Items

[Encampment Resolution Schedule – January 8 and 15, 2019](#)

The Office of Homeless Solutions (OHS) has scheduled the following sites for homeless encampment resolution on Tuesday, January 8 and 15, 2019:

January 8, 2019	January 15, 2019
<ul style="list-style-type: none"> • 13015 Jupiter Rd. at Lyndon B Johnson Freeway (District 9) • 10745 Maple Ridge (District 10) • 8178 Forest Lane (District 11) • Royal Lane at Stemmons Freeway (District 6) 	<ul style="list-style-type: none"> • 500 S. Hill St. (District 2) • 2929 Hickory St. (District 2) • 1400 S. Chestnut (District 7) • 1400 S. St Paul (District 2) • 625 S. Peak St. (District 2) • Live Oak @ N. (District 14) • 1400 Cadiz St. (District 2)

OHS Street Outreach team will continue to engage with homeless individuals to provide notice of clean-up and connect to resources and shelter. OHS Community Mobilization staff are meeting with stakeholders to determine long-term sustainability of encampment sites and will provide periodic updates. Should you have any questions or concerns, please contact Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer or Monica Hardman, Director of Office of Homeless Solutions.

New Items

[Revised Council Meeting Locations and Times](#)

Pursuant to Council Resolution 18-0849, adopted June 13, 2018, four of the second Wednesday meetings of each month will begin at 2:00 pm off-site. Mayor and City Council and City staff are working closely to plan each of the following off-site meetings:

Date	Location	District
February 13, 2019	Park in the Wood Recreation Center 6801 Mountain Creek Pkwy, Dallas, TX 75249	3
May 8, 2019	Kleberg-Rylie Recreation Center 1515 Edd Road, Dallas, 75253	8
August 14, 2019	Bachman Lake Branch Library 9480 Webb Chapel Road, Dallas 75220	2
November 13, 2019	Campbell Green Recreation Center 16600 Park Hill Dr., Dallas 75248	12

In addition to the approval of off-site meetings, Resolution 18-0849 amends City Council Rules of Procedure Section 6.1(c)(1) to begin the second Wednesday City Council voting agenda meetings

at 2:00 pm, with the public hearings to begin not later than 6:00 pm. The first meeting affected by this change is **Wednesday, January 9, 2019**. Should you have questions or concerns, please contact Carrie Prysock, Director of the Mayor and City Council Office.

[DPD Response Time Goals](#)

A recent request was made by Council Member Griggs to learn more about calls for police service that exceeded goal times. Goal times are set for dispatch time and travel time. Dispatch time is the amount of time it takes a dispatcher to assign the call to an available officer. Travel time is the amount of time it takes an officer to travel to the incident location. These two times are combined to obtain an overall response time.

Priority Call Level	Dispatch Time (minutes)	Travel Time for Patrol (minutes)	Response Time (minutes)
Priority 1	2:00	6:00	8:00
Priority 2	5:00	7:00	12:00
Priority 3	30:00	7:00	37:00
Priority 4	60:00	7:00	67:00

Attached you will find a breakdown by division outlining all areas where goal times were exceeded within the department by patrol division. The information attached was updated from that previously provided to Council Member Griggs to reflect the entire 2018 calendar year. Should you have any questions regarding this information, please contact Dallas Police Chief Hall.

[Additional Public Meetings on Track 4 of the Homeless Solutions Strategy Plan](#)

The Citizen Homelessness Commission's Housing Committee and the Office of Homeless Solutions are co-hosting three additional public meetings to further discuss Track 4, briefed to City Council on August 1, 2018, and the voter-approved 2017 Capital Bond Program: Proposition J (Homeless Assistance Facilities) prior to releasing the Notice of Funding Availability. The bond funds will be used to leverage public/private partnerships to increase the availability of supportive housing for the homeless; funds may also be used for day centers to provide the wraparound services. The meetings are scheduled for January 23rd, January 30th, and February 6th; further details are available in the flyer attached. Should you have any questions, please contact Assistant City Manager and Chief Resilience Officer Nadia Chandler Hardy, or Monica Hardman, Director of Office of Homeless Solutions.

[Municipal Court ADA Review](#)

Municipal Courts and the Office of Equity and Human Rights have been working to bring more ADA accessibility to the Dallas Municipal Court located on 204 Main Street. Several of the adjustments include adding a wheelchair-accessible ramp at court exits and adjusting office doors to no more than 5 lbs. of pressure to open. Building Services is currently developing a timeline to implement all recommended changes. Should you have any questions or concerns, please contact Gloria Lopez Carter, Director of Municipal Courts.

[American Infrastructure Magazine Names Dallas Municipality of the Year](#)

In December 2018, American Infrastructure Magazine named Dallas the Municipality of the Year. Consideration for this award came as a result of the work the City has accomplished by investing in infrastructure improvements such as the 2017 Capital Bond Program, maintenance projects, and sustainability efforts. For your reference, the article announcing the City's award is attached

and can be found [here](#). Should you have any questions or concerns, please contact Majed Al-Ghafry, Assistant City Manager.

Diversity Contracting Efforts

The Office of Business Diversity continues to work diligently with the Bond Program Office to ensure, not only that the M/WBE goals were met, but to also include diverse teams on the bond program projects. To date, there have been 76 agenda items related to the 2017 Bond Program. We are pleased to announce that, in addition to each item exceeding the M/WBE goal, 21 of the 76 agenda items have 100.00% minority participation. These 76 items total \$124.87M with an overall M/WBE participation of \$63.26M or 50.66%. Should you have any questions or concerns, please contact Zarin Gracey, Director of the Office of Business Diversity.

Running Total M/WBE Participation - 2017 Bond Funds

	M/WBE Total		M/WBE Non-Total		Total
FY 2017-18 TOTAL	52,309,779	47.91%	56,864,208	52.09%	109,173,986
FY 2018-19 TOTAL	10,947,351	69.76%	4,745,916	30.24%	15,693,267
TOTAL	63,257,129	50.66%	61,610,124	49.34%	124,867,253

Dallas High Rise Emergency Exercise

This Saturday, January 12th, the Dallas Police Department, Dallas Fire-Rescue Department, and the Office of Emergency Management will conduct a joint high-rise emergency exercise at Renaissance Tower, 1201 Elm St., Dallas, TX 75201. The exercise will run from 10:00 am until 12:00 pm. The scenario for the exercise will involve an active shooter, hostages, fire suppression, and negotiation. The purpose of the exercise is to test several capabilities for each of the departments including: coordination of resources, training on new equipment, high rise emergency response, and SWAT negotiations in a multi-stimuli scenario. Details of this exercise were presented to the Public Safety & Criminal Justice Committee on December 10, 2018. Staff welcomes all City Council members to attend the exercise as observers. Should you wish to attend, please report to the location no later than 9:30 am. Once the exercise begins we will not be able to move observers to the observation room due to the activities taking place at the building. If you are interested in attending the exercise or have questions, please contact Rocky Vaz, Director of Office of Emergency Management.

Citizen’s Police Review Board Town Hall Meetings

On January 3rd, the Dallas Police Department and the Dallas Citizen Police Review Board kicked off a series of town hall meetings across the city to have discussion and receive resident input on police oversight, community collaboration, and possible changes to the Dallas Citizens Police Review Board. Attached for your convenience is list of upcoming town hall dates, locations, and times. Should you have any questions or concerns, please contact Dallas Police Chief Hall.

Austin Legislative Reception

Each legislative session, the City of Dallas and the Dallas Regional Chamber host a joint legislative reception in Austin, Texas. This sessions’ reception will be held on February 26th from 5:30 pm to 7:30 pm at the Driskill Hotel in downtown Austin. This year, Dallas County will also be participating. This event is an opportunity for City of Dallas officials to visit with State elected officials about the City’s legislative priorities for the 2019 session.

DATE January 11, 2019
SUBJECT **Taking Care of Business – January 8, 2019**
PAGE **Page 4 of 5**

Staff from the Office of Strategic Partnerships and Government Affairs (OSPGA) are working with your respective offices this week to determine your availability to attend. Additionally, OSPGA staff will be making all the travel arrangements for this trip. Should you have questions or concerns, please reach contact Brett Wilkinson, Managing Director of the Office of Strategic Partnerships and Government Affairs.

[Texas Court Clerks Association: Professionalism Award](#)

In December 2018, the North Texas Chapter of the Texas Court Clerks Association (TCCA) presented the Professionalism Award to **Gloria Lopez Carter**, Director of Court & Detention Services. TCCA is a 1000+ member organization consisting of seven state chapters, with the North Texas Chapter making up half of the organization's membership. The award was in honor and recognition of outstanding contributions. The Professionalism Award recognizes an outstanding person in a municipal court or justice court system who has in some way exemplified professionalism or who has helped the court system in an extraordinary way. Congratulations Gloria! Should you have any questions or concerns, please contact Jon Fortune, Assistant City Manager.

[Bureau of Vital Statistics](#)

The City of Dallas Bureau of Vital Statistics (BVS) has been recognized as a Five Star Award Winner by the Texas Department of State Health Services for timely and accurate registration of birth and death records (<https://www.dshs.texas.gov/vs/field/5star/2018-5-Star-Award-Winners---Local-Registrar/>). The last time the City received this award was in 2008. Under the leadership of manager Margarita Carrasco, the BVS team has decreased wait time for customers from an average of over 60 minutes to an average of 15 minutes or less by combining the responsibilities of staff to maximize productivity. Staff accepted the award last week at the annual Vital Statistics conference in Austin, Texas. Congratulations Margarita and team! Should you have any questions or concerns, please contact Jessica Galleshaw, Director of the Office of Community Care.

[Martin Luther King, Jr. Celebration](#)

In January 2019, the City of Dallas will host its 37th annual celebration of the legacy of Dr. Martin Luther King, Jr. with events highlighting issues of diversity, equity and inclusion from January 9th – January 23rd. The celebration will include community service, educational events, a job fair, and a youth summit, and will be kicked off with a Wreath-Laying Ceremony at City Hall on Wednesday, January 9, 2019 at 12:00pm. The annual Dr. Martin Luther King, Jr. Celebration Gala will be held on January 19th at 6:30 pm at the Hyatt Regency and will feature keynote speaker Dr. Michael Eric Dyson. Staff will provide a separate communication to City Council regarding RSVP's no later than 5:00 pm, January 10th. A comprehensive list of events is available at <https://dallasmlkcenter.com/mlk-celebration-week/>. Should you have any questions or concerns, please contact Assistant City Manager and Chief Resilience Officer Nadia Chandler-Hardy or Jessica Galleshaw, Director of the Office of Community Care.

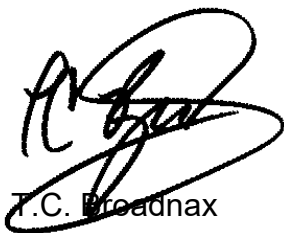
[Media Inquiries](#)

As of January 7th, the City has received media requests from various news outlets regarding the following topics:

- City's Legislative Priorities
- VisitDallas Audit
- Chief Information Officer Interview

DATE January 11, 2019
SUBJECT **Taking Care of Business – January 8, 2019**
PAGE **Page 5 of 5**

Please see the attached document compiling information provided to the media outlets for the week of January 2nd – January 7th for your reference and in the event you are contacted by the press. Should you have any questions or concerns, please contact Kimberly Bizzor Tolbert, Chief of Staff.



T.C. Broadnax
City Manager

c: Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors

COUNTS OF CALLS EXCEEDING GOALS, 2018 End of Year Totals

	Dispatch Goals	Count Exceeding Goal	Travel Goals	Count Exceeding Goal	Response Time Goals	Count Exceeding Goal	Dispatched Calls for Service YTD
Priority 1	2min		6min		8min		
CENTRAL	2min	1,100	6min	783	8min	933	3,455
NORTHEAST	2min	1,868	6min	2,103	8min	2,174	5,398
SOUTHEAST	2min	1,537	6min	2,225	8min	2,169	5,486
SOUTHWEST	2min	1,235	6min	1,598	8min	1,564	4,458
NORTHWEST	2min	1,350	6min	1,464	8min	1,610	3,685
NORTH CENTRAL	2min	870	6min	993	8min	1,019	2,623
SOUTH CENTRAL	2min	1,920	6min	2,308	8min	2,346	6,146
TOTAL		9,880		11,474		11,815	31,251
Priority 2	Dispatch Goals	Count Exceeding Goal	Travel Goals	Count Exceeding Goal	Response Time Goals	Count Exceeding Goal	Dispatched Calls for Service YTD
CENTRAL	5min	19,201	7min	13,614	12min	19,142	36,880
NORTHEAST	5min	24,355	7min	28,610	12min	30,414	47,097
SOUTHEAST	5min	20,675	7min	25,897	12min	26,379	42,955
SOUTHWEST	5min	20,244	7min	23,889	12min	25,051	41,777
NORTHWEST	5min	19,142	7min	20,338	12min	23,035	34,967
NORTH CENTRAL	5min	11,815	7min	16,411	12min	27,666	25,784
SOUTH CENTRAL	5min	23,498	7min	25,202	12min	27,434	43,939
TOTAL	5min	138,930		153,961		179,121	273,399
Priority 3	Dispatch Goals	Count Exceeding Goal	Travel Goals	Count Exceeding Goal	Response Time Goals	Count Exceeding Goal	Dispatched Calls for Service YTD
CENTRAL	23min	11,229	7min	9,736	30min	11,515	23,301
NORTHEAST	23min	16,178	7min	17,462	30min	17,290	31,112
SOUTHEAST	23min	10,925	7min	13,552	30min	11,791	23,293
SOUTHWEST	23min	11,566	7min	13,676	30min	12,394	25,488
NORTHWEST	23min	14,572	7min	14,819	30min	15,400	26,221
NORTH CENTRAL	23min	7,514	7min	12,209	30min	8,568	19,821
SOUTH CENTRAL	23min	10,807	7min	11,784	30min	11,420	23,675
TOTAL	23min	82,791		93,238		88,378	172,911
Priority 4	Dispatch Goals	Count Exceeding Goal	Travel Goals	Count Exceeding Goal	Response Time Goals	Count Exceeding Goal	Dispatched Calls for Service YTD
CENTRAL	53min	7,173	7min	6,727	60min	7,281	15,330
NORTHEAST	53min	8,809	7min	9,396	60min	9,066	18,311
SOUTHEAST	53min	7,770	7min	9,745	60min	8,009	17,904
SOUTHWEST	53min	7,797	7min	9,739	60min	8,113	18,711
NORTHWEST	53min	8,501	7min	8,410	60min	8,700	15,894
NORTH CENTRAL	53min	4,390	7min	7,468	60min	4,701	12,853
SOUTH CENTRAL	53min	6,191	7min	7,577	60min	6,348	14,903
TOTAL	53min	50,631	7min	59,062	60min	52,218	113,906
GRAND Total							591,467

Updated 1/7/2019... End of Year 2018 Totals



DR. MARTIN LUTHER KING, JR. CELEBRATION GALA

**RECONCILIATION:
MOVING THE DREAM FORWARD**
SATURDAY | JANUARY 19, 2019
6:30 P.M. - 9 P.M.

HYATT REGENCY DALLAS
LANDMARK BALLROOM
300 REUNION BLVD
DALLAS, TEXAS 75207

VALET AND SELF-PARKING ARE AVAILABLE, SUBJECT TO HOTEL PARKING RATES



KEYNOTE SPEAKER
DR. MICHAEL ERIC DYSON



ENTERTAINER
CRYSTAL AIKIN

Tickets must be purchased by Credit Card, Check, Cashier's Check, or Money Order prior to the event. Make Check, Cashier's Check, or Money Order payable to Communities Foundation of Texas. Credit Card payments can be made by phone at 214-671-1505 or online at dallasmlkcenter.com/mlk-celebration-gala.



Hosted by: Office of Homeless Solutions and the
Citizen Homelessness Commission's Housing Subcommittee



PUBLIC INPUT MEETINGS

Join us to discuss Track 4 of the City's Homeless Solutions Strategy Plan
and how the \$20M voter-approved bond funding will be used
to help those experiencing homelessness

WEDNESDAY, JAN 23
VIRTUAL MEETING
6:30 P.M. - 7:30 P.M.
<http://bit.ly/2VxIR3Y>

WEDNESDAY, JAN 30
6:30 P.M. - 7:30 P.M.
MEADOWS CONFERENCE CENTER
2900 LIVE OAK, DALLAS, TX 75204

WEDNESDAY, FEB 6
6:30 P.M. - 7:30 P.M.
J. ERIK JONSSON CENTRAL LIBRARY
COMMUNITY SHOWCASE ROOM
1515 YOUNG STREET, DALLAS, TX 75201

For more information, email HomelessSolutions@dallascityhall.com



DALLAS POLICE DEPARTMENT

Citizen Police Review Board

Town Hall Series - January 2019

<u>Division</u>	<u>Date & Time</u>	<u>Locations</u>	<u>Council Districts</u>
Northeast	Thursday, 1/3 at 6pm -8pm	Highland Oaks Church of Christ 10805 Walnut Hill Lane, Dallas, Texas 75238	Districts 7, 9, 10,13, 14
Southwest	Tuesday, 1/8 at 6pm-8pm	Hampton-Illinois Branch Library 2951 S Hampton Road, Dallas, Texas 75224	Districts 1 ,3, 4, 6
Southeast	Thursday, 1/10 at 6pm-8pm	Pleasant Grove Branch Library 7310 Lake June Road, Dallas, Texas 75217	Districts 5 , 7, 8
Northwest	Monday, 1/14 at 6pm-8pm	Mockingbird Lane Towers 1341 W. Mockingbird Lane, Dallas, Texas 75247	Districts 2, 6, 13
North Central	Tuesday, 1/15 at 6pm-8pm	Gateway Church 12123 Hillcrest Road, Dallas Texas 75230	Districts 11, 12, 13
Central	Wednesday, 1/16 at 6pm-8pm	Meadows Conference Center 2900 Live Oak Street, Dallas, Texas 75204	Districts 2, 14
South Central	Thursday, 1/17 at 6pm-8pm	Highland Hills Library 6200 Bonnie View Road Dallas, Texas 75241	Districts 3,4, 8



**City of Dallas
Public Affairs & Outreach
Media Requests
January 2 – January 7**

Jan. 3, 2019; Kimberly Reeves, Quorum Report:

Can I get a copy of your legislative priorities for session? I am writing for the Quorum Report and the four business journals in the state.

City Response: The link below should suit your needs.

<https://dallascityhall.com/departments/strategic-partnerships/Documents/Adopted%20City%20of%20Dallas%20Legislative%20Program%202018-2019.pdf>

Jan 4, 2019; Dom Nicastro, Reporter, CMSWire.com

What technologies are you looking to learn more about/potentially infuse into the digital workplace in your new role?

Do you see AI being implemented into your digital workplace, and, if yes, how so? If it already is, would love to know how so?

What would you say your No. 1 challenge is technologically for your organization and how do you plan to take it on in 2019?

Finish these sentences...

In my role as CIO/chief tech executive, I would like to have more of (and why)

In my role as CIO/chief tech executive, I would like to have less of (and why)

How would you say the role of CIO has changed from five years ago to today?

What's one past achievement in IT you're particularly proud of and why?

City Response:

Below are the answers to your questions. I've taken the liberty of highlighting the answers to better distinguish them from the questions.

What technologies are you looking to learn more about/potentially infuse into the digital workplace in your new role?

I'm interested in learning more about **Blockchain**-for financial transparency and security; **AI**-for enhancing traffic management, predictive analytics (crime, infrastructure integrity, etc.), and video analytics; **Enhanced Voice Recognition** - for better experiences inside police and fire vehicles.



City of Dallas

Do you see AI being implemented into your digital workplace, and, if yes, how so? If it already is, would love to know how so?

I see it being used in several ways that include enhancing traffic management, predictive analytics (crime, infrastructure integrity, etc.), and video analytics.

What would you say your No. 1 challenge is technologically for your organization and how do you plan to take it on in 2019?

The demand for technology enhancements throughout the City is really high. So, the plan includes working with the business areas of the City and ensure that we have a deep understanding of their business processes along with the citizens' service delivery expectations to build an investment plan and implementation schedule to deploy the appropriate technology solutions.

Finish these sentences...

In my role as CIO/chief tech executive, I would like to have more (and why)... **Budgeted money**, because the needs of the organization are pretty vast and the desired technology change is now, but there is always a limit to resources.

In my role as CIO/chief tech executive, I would like to have less (and why)... **Sleep-deprived nights**. The responsibilities of the CITO in a large government are very vast. They include the technology necessary to assure the effectiveness of all City operations...including 911 calls, 311 calls, water services, streets and traffic, libraries and parks, airports, trash services, financials, office applications are available and usable at most times of the day. These require lots of servers, networks, phones, radios, databases, business systems, computers, etc. Within these enterprise level technology expectations are lots of nights thinking about how to make things better for Dallas.

How would you say the role of CIO has changed from five years ago to today?

The Technology department is still fairly infantile inside of companies. I say that because it's only been a mainstream department for maybe 25 years and most organizations are still dissecting how to use technology and the teams that deliver those services. This is very true for government services. An engaged CIO knows a large amount of information about each portion of the company that they serve. We need to be a business leader, a marketer, a technologist, a customer service provider, a contract manager, a project leader, a data officer, an innovation officer, a security officer, and a transformation officer. Most of these have progressed pretty rapidly over the last 5 years.

What's one past achievement in IT you're particularly proud of and why? **Transforming the City of San Antonio from a reactive technology organization to more cutting-edge technology government with better citizen engagement.**

Jan. 4, 2019; Lori Brown, Reporter, FOX 4: Can you please tell me how much money is allocated for VisitDallas in this fiscal year's budget? Thanks.



City of Dallas

City Response: The funds allocated for VisitDallas are based on a percentage of the Hotel Occupancy Tax (HOT) collections. The percentage collected for HOT is 13% of the hotel room rate charge within city limits. 6% of that number is remitted to the state and the remaining 7% is remitted to the City of Dallas. VisitDallas receives approximately 30% of the 7% the City receives. Additionally, the amount of money disbursed fluctuates from month to month based on HOT collections. At this time, we can only give you a projection of what we expect to disburse to VisitDallas during FY 2018-2019, which is \$19.2 million.

Jan. 4, 2019; Korri Kezar, Digital Editor, Dallas Business Journal: Do you have a photo of Ms. Aleqresh?

City Response: We do not have a picture of Ms. Aleqresh at this time.

Jan 7, 2019; Shawn Shinneman, Online Managing Editor, D Magazine: Can you shoot me the city audit of Visit Dallas?

City Response: You may find the audit on the City Auditor's webpage noted below.

<https://dallascityhall.com/departments/auditor/Pages/default.aspx>

Memorandum



CITY OF DALLAS

DATE January 11, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Updates on HUD OIG Audit of the City's HOME Program and Status of Open Findings from the 2017 On-Site Monitoring of the City's HOME Program**

This memorandum serves to provide an update regarding the Department of Housing and Urban Development (HUD) Office of Inspector General's (OIG) audit of the City of Dallas' Home Investment Partnerships Program (HOME), specifically its reconstruction program, and HUD's 2017 onsite review of the City's HOME program.

HUD OIG Audit of the City's HOME Program

On May 8, 2018, HUD OIG issued an audit finding that the City of Dallas, specifically, the Department of Housing and Neighborhood Revitalization (Housing) did not: follow HOME regulations as outlined in 24 Code of Federal Regulations Part 92, follow its own policies and procedures under the reconstruction program, or appropriately administer its match contributions. HUD OIG found, for example, that the City did not adequately perform environmental reviews as required and did not properly assess a contractor to ensure that it had the ability and financial capacity to fulfill its contractual responsibilities. As a result of the finding, HUD OIG issued nine recommendations that the Fort Worth Office of Community Planning and Development (CPD) Director require the City to address in response to the finding, including: repaying its HOME program from non-federal funds in the amount of \$1,322,280, which were misspent reconstructing homes; hiring a qualified entity to determine and correct deficiencies related to 13 reconstructed homes, including the structural integrity of the homes; and support or reduce its match contributions by \$2,967,568.

Since receiving notification of the finding, staff from Housing and the Office of Budget have regularly communicated with the Fort Worth CPD to respond to the management decisions for the nine recommendations in the audit. The City's goal in this process was to strengthen its administration of its reconstruction and match programs, and to propose acceptable resolutions to each recommendation, so that each recommendation could be "closed."

On December 18, 2018, the Fort Worth CPD notified the City that:

- Three of the nine recommendations that relate to: (1) ensuring that staff responsible for conducting environmental reviews understand and comply with environmental requirements, (2) providing a detailed plan for covering the cost of

any potential warranty work needed on the 13 reconstruction projects subject to the audit, and (3) reducing its match contributions unless supported by adequate documentation, are **closed with no requirement that the City repay funds**.

- Two of the recommendations that require: (1) the hiring of a qualified entity to determine and correct deficiencies related to 13 reconstructed homes, including the structural integrity of the homes and (2) the City to repay its HOME program from non-federal funds in the amount of \$1,322,280, which were misspent reconstructing homes **remain open**. However, the City expects to submit documentation of compliance with these recommendations within the next six months. The City has already received structural inspection reports related to the 13 homes subject to the audit. Repairs are underway to the 8 homes that were determined to need repair.
- The remaining 4 recommendations propose that the City develop and adopt policies and procedures to address: (1) HOME match contributions, (2) a homeowner rehabilitation written agreement template, (3) contractor procurement and (4) determining homeowner income eligibility. These recommendations also **remain open**. The City expects to submit documentation of compliance with these recommendations on or before February 10, 2019.

Status of Open Findings from the 2017 On-Site Monitoring of the City's HOME Program

In addition to the HUD OIG audit, Housing has been working to resolve the 12 findings from HUD's 2017 onsite review of the City's HOME program. Currently, three of the findings remain open with a total potential repayment amount of \$1,377,074.12:

Finding 4: *Underwriting and Subsidy Layering*—HUD determined that, for two HOME activities, the City had not demonstrated that it applied its existing underwriting and subsidy layering guidelines in a manner that limited the HOME subsidy to the minimum amount necessary to provide quality affordable housing. HUD has asked for repayment of \$66,287.27 in non-federal funds to the local HOME trust fund account. **Staff contest this repayment amount and are providing additional information to HUD in an effort to reduce the repayment amount.**

Finding 7: *Conversion of Rental Units*—HUD determined that the City allowed the sale of single-family rental development units to households that were either not in-place tenants or where there was no evidence in the file to support that the units were sold to in-place tenants. HUD has asked for repayment of \$1,242,985.83 in non-federal funds to the local

DATE January 11, 2019
SUBJECT Updates on HUD OIG Audit of the City's HOME Program and Status of Open Findings from the 2017 On-Site Monitoring of the City's HOME Program
PAGE Page 3 of 3

HOME trust fund account. **Staff contest this repayment amount and are providing additional information to HUD in an effort to reduce the repayment amount.**

Finding 8: *Tenant Based Rental Assistance (TBRA) Project Delivery Costs*—HUD determined that the City charged ineligible costs, such as case management, to the TBRA activity. HUD has asked for repayment of \$67,801.02 in non-federal funds to the local HOME trust fund account. **Staff conferred with the Office of Homeless Solutions for additional source documentation. No additional documentation and/or arguments are available to further reduce the amount. This is the final repayment amount.**

Staff will continue to work in close collaboration with the Fort Worth CPD to close the remaining recommendations from the audit of the Home Program and provide additional information to reduce remaining repayment amounts. We will keep the City Council abreast of our progress and update you throughout the process.

Should you have any questions, please contact Director of Housing and Neighborhood Revitalization David Noguera.



T.C. Broadnax
City Manager

- c: Chris Caso, City Attorney (I)
Carol A. Smith, City Auditor (I)
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
- Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
M. Elizabeth Reich, Chief Financial Officer
Directors and Assistant Directors