

# Memorandum



CITY OF DALLAS

DATE September 20, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item #50, September 25, 2019 – Census 2020 Interlocal Agreement with Dallas County**

On Wednesday, September 25, 2019, the City Council will consider an item approving an Interlocal Agreement (ILA) with Dallas County to procure professional services for a Census 2020 Participation Initiative for the period October 15, 2019 through September 30, 2020, including authorizing a not to exceed amount of \$1 million. This item was discussed during Wednesday's Census 2020 Update briefing provided to the City Council. Additionally, funding for this initiative will come from FY 2018-19 appropriations, which was authorized by the City Council on September 11, 2019 in the End of Year Appropriations Adjustments Ordinance.

The purpose of the ILA is to establish a cooperative agreement whereby the City and County work together to most efficiently and effectively achieve a complete count of all individuals in the City and County. Through this agreement, the City and County can more efficiently utilize taxpayer funds by collaborating on contracting with an outside vendor, taking advantage of economies of scale. The selected vendor must work closely and coordinate with the City of Dallas Mayor's Complete Count Committee and share data, tools, and other materials that can be utilized for the 2020 Census outreach effort.

The County released a Request for Proposal on September 3, 2019. The ILA requires that any bids be evaluated by both City and County staff, and no contract will be awarded until the City Manager, or his designee, provides selection recommendations to Dallas County. The contract is expected to be awarded by the County in November. The City and the County will evenly split the cost of the contract, minus any contributions by other cities in Dallas County. Again, the City's contribution amount will not exceed \$1 million. The City will make periodic payments to the County for expenses under the ILA pursuant to agreed upon timelines and deliverables provided by the selected vendor. The contract with the vendor will not require the approval of the Dallas City Council.

We will continue to keep you updated on Census 2020 activities. If you have any questions, please contact me or Brett Wilkinson, Director of the Office of Strategic Partnerships and Government Affairs.

A handwritten signature in black ink, appearing to read 'Kimberly Bizer Tolbert'.

Kimberly Bizer Tolbert  
Chief of Staff to the City Manager

c: T.C Broadnax, City Manager  
Chris Caso, City Attorney (Interim)  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
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  
Michael Mendoza, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Laila Aleqresh, Chief Innovation Officer  
Directors and Assistant Directors