



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

181099

EFFECTIVE DATE

11-20-2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Time extension with no additional cost
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No DA

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Brown & Root Industrial Services, LLC Vendor No. VC15293

Subject: Job Order Contract

Lead Dept: Building Services

Action Requested: Authorize Supplemental Agreement No. 5, a 6-month time extension to the contract with Brown & Root Industrial Services, LLC, for Job Order Contracting from October 1, 2018 to January 31, 2019 with no additional cost consideration to the City of Dallas.

Contract Number: EBS-2017-00003184 Contract Term: 10/01/2018 to 03/31/2019

Background: On June 12, 2013, CR No. 13-0967 authorized a job order contract in the amount of \$3,486,433.00, with three twelve-month renewal options. The three renewals were authorized by CR Nos. 15-1771, 16-1620 and 17-1406. This extension will provide additional time to complete existing projects and process payments until new Job Order contracts are considered by Council in January 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	05	13-0967	06/12/2013	\$3,486,443.00	\$13,560,602.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

WJ

[Signature]

By Department Director

11/20/2018

Date

[Signature]

Approved as to Form by City Attorney

11-30-18

Date

[Signature]

By City Manager

11/20/18

Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

181114

EFFECTIVE DATE

11-15-2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC-6 AM 9:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: JQ Infrastructure, LLC Vendor No. VS0000044072

Subject: City Hall Parking Garage Repair Construction Administration

Lead Dept: Building Services Department

Action Requested: Authorize Supplemental Agreement No. 2 to the professional services contract with JQ Infrastructure, LLC for engineering design services to provide construction administration services for the Dallas City Hall Parking Garage slab repairs located at 1500 Marilla Street.

Contract Number:	EBS-2017-00003358	Contract Term:	11/28/18	to	09/30/19
------------------	-------------------	----------------	----------	----	----------

Background: This action will authorize the services of structural engineering firm JQ Infrastructure LLC to provide construction administration services during the execution of the structural repairs of City Hall parking garage. JQ Infrastructure, LLC was authorized on January 20, 2017 by AA No. 17-5635 to investigate and assess the concrete ceiling adjacent to the columns in the City Hall Garage. On November 8, 2017, SA no 1, Resolution no. 17-1730 authorized JQ Infrastructure, LLC, to provide engineering design and prepared construction documents for the structural repairs. The completed construction documents were used to procure a construction contract to execute the structural repairs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0671	BSD	P717		3070		CT EBS17P7117CT08	\$27,130.00	
						-		
						-		
Financing:							TOTAL:	\$27,130.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	02	CR 171730	01/20/2017	\$35,000.00	\$110,750.00	\$137,880.00	24.5%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

WJ TTT

By Department Director

11/12/2018
Date

Approved as to Form by City Attorney

12-3-18
Date

By City Manager

11/15/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

181115

EFFECTIVE DATE

11-20-2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Time extension with no additional cost
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: METCO Engineering, Inc. Vendor No. VS000039236

Subject: Job Order Contract

Lead Dept: Building Services

Action Requested: Authorize Supplemental Agreement No. 5, a 6-month time extension to the contract with METCO Engineering, Inc. for Job Order Contracting from October 1, 2018 to January 31, 2019 with no additional cost consideration to the City of Dallas.

Contract Number: EBS-2017-00003185 Contract Term: 10/01/2018 to 03/31/2019

Background: On June 12, 2013, CR No. 13-0967 authorized a job order contract in the amount of \$1,500,000.00, with three twelve-month renewal options. The three renewals were authorized by CR Nos. 15-1771, 16-1620 and 17-1406. This extension will provide additional time to complete existing projects and process payments until new Job Order contracts are considered by Council in January 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
- Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	05	13-0967	06/12/2013	\$1,500,000.00	\$5,625,000.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

7/11/18
ww

By Department Director

11/20/2018

Date

Approved as to Form by City Attorney

11-30-18

Date

By City Manager

11/20/18

Date



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

181116

EFFECTIVE DATE

12/06/18

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 10 AM 10:02

VENDOR NAME McMahon Contracting, L.P. **VENDOR NUMBER** VS0000061048

CONTRACT NAME Elmwood Branch Bridge at Franklin Floodplain Management Project **DEPARTMENT** Dallas Water Utilities

ACTION REQUESTED

Authorize Change Order No. 1 to the construction contract with McMahon Contracting, L.P. for the Elmwood Branch Bridge at Franklin Floodplain Management Project. Change Order No. 1 will not increase the contract amount.

CONTRACT NUMBER: TWM-2016-00000070 **CONTRACT TERM:** 8/8/2016 To 12/31/2018

BACKGROUND

The construction plans for the Elmwood Branch Bridge at Franklin Floodplain Management Project called for a section of 15-inch wastewater line to be encased in concrete. Dallas Water Utilities requested the wastewater line to be encased in 30-inch steel casing pipe instead. Utilizing savings in the contract, this change was done at no additional cost.

This action will authorize Change Order No.1 to the construction contract with McMahon Contracting, L.P. for the Elmwood Branch Bridge at Franklin Floodplain Management Project.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							\$0.00

PROGRAM NO.:

COMMODITY CODE:

FINANCING:

M/WBE INFORMATION

Place an in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 16-0363

Original CR/AA Date 2/24/2016 Original CR/AA Amount \$1,537,359.07

Total of Previous Change Orders \$0.00

Change Amount Including this Order \$0.00

Total Change Order Percentage \$0.00

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

DATE

12/6/18



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
181117

EFFECTIVE DATE
12/7/18 KB

INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 10 AM 11:05

VENDOR NAME	Dewberry Architects, Inc.	VENDOR NUMBER	950561
CONTRACT NAME	Fire Alarm at Dallas City Hall	DEPARTMENT	Building Services

ACTION REQUESTED

Authorize Supplemental Agreement No. 2 with Dewberry Architects, Inc., to extend the contract term to January 30, 2019 for the purpose of final review of completion and payment.

CONTRACT NUMBER: BSD-2019-00008695 **CONTRACT TERM:** 6/17/2015 To 1/30/2019

BACKGROUND

Council Resolution No. 15-1146, in the amount of \$88,800.00 was authorized on June 17, 2015 with Dewberry Architects, Inc. for design and construction administration for the replacement and upgrade of the fire alarm system at Dallas City Hall for \$88,800. Administrative Action No. 16-6944, authorized Supplemental Agreement No. 1 on October 26, 2016, which added \$16,060 to the contract for additional services, as it was determined that insufficient information and documentation had been provided for the floors and floorplans for the facility.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
7T60	EBS	T738	EB01	4310	50058073	EBS15T738CT34	\$0.00

PROGRAM NO.: COMMODITY CODE: 90903 FINANCING:

M/WBE INFORMATION

Place an in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 2 Original CR/AA No. 151146
 Original CR/AA Date 6/17/2015 Original CR/AA Amount \$88,800.00
 Total of Previous Change Orders \$16,060.00
 Change Amount Including this Order \$16,060.00
 Total Change Order Percentage 18.08%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

DATE 12/7/2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

181118

EFFECTIVE DATE

09/28/2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 10 AM 10:55

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Legorreta Arquitectos S.A. de C.V. Company ^{ew} Vendor No. 399769

Subject: Latino Cultural Center Department: PBW

Action Requested: ^{Company} Authorize Supplemental Agreement #3 to the architectural services contract with Legorreta Arquitectos S.A. de C.V., (formerly Legorreta + Legorreta A.C.) in the amount \$40,000.00, increasing the contract from \$176,280.65, to \$216,280.65

Contract Number: PBW-2018-00008106 Contract Term: 6/23/2004 To 1/9/2022

Background: The Office of Cultural Affairs has requested Public Works proceed with procurement of design services required for a multi-form theater planned as part of the Phase II expansion of the Latino Cultural Center. This contract amendment will authorize the design consultant to prepare design phase documents and assist the Architect of Record with development of construction documents for advertisement for bids.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
6R49	PBW	R918	CULF	4112	PB98P117	PBW98P11711	\$27,968.19
9P49	PBW	P117	CULF	4112	PB98P117	PBW98P11711	\$12,031.81
TOTAL:							\$40,000.00

Project No: PB98P117 Commodity Code: Financing: 1998 Bond Funds & 2003 Bond Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	04-2031	6/23/2004	\$150,500.00			%

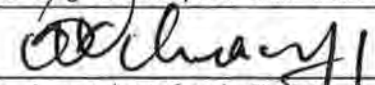
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$ 40,000.00	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


By Department Director

9/25/18
DATE


Approved as to form by City Attorney

12-5-18
DATE


By Assistant City Manager

09/28/18
DATE



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
181119

EFFECTIVE DATE
12/10/18 *AE*

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 2018 DEC 11 8:52
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	Assured Mechanical Solutions LLC	VENDOR NUMBER	N/A
CONTRACT NAME	Six-month extension for HVAC maintenance services	DEPARTMENT	Dallas Water Utilities

DWU 18-03

ACTION REQUESTED

Request approval of six-month extension to the agreement with Assured Mechanical Solutions LLC, for Heating, Ventilation, and Air Conditioning (HVAC) maintenance services. The terms of the agreement were effective to January 2019. The requested action will extend the terms of the agreement to July 2019. This action has no cost consideration to the City.

CONTRACT NUMBER:	<u>15-069/070, CO# 2</u>	CONTRACT TERM:	<u>1/13/2016</u> To <u>7/13/2019</u>
-------------------------	--------------------------	-----------------------	--------------------------------------

BACKGROUND

On January 13, 2016, by Resolution No. 16-0097, the City Council authorized a Building Construction Services Agreement with Assured Mechanical Solutions LLC, for Heating, Ventilation, Air Conditioning, and Refrigeration maintenance and minor repairs at 33 Dallas Water Utilities facilities. On December 13, 2016, Change Order 1 was executed to extend the completion date of the contract to allow additional time to perform manufacturer's regular scheduled maintenance. Change Order No. 2 extends the completion date of the contract to allow additional time to complete manufacturer's regularly maintenance and repairs.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
PROGRAM NO.:							\$0.00
COMMODITY CODE:			FINANCING:				

M/WBE INFORMATION

Place an X in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 2 Original CR/AA No. 16-0097

Original CR/AA Date 1/13/2016 Original CR/AA Amount \$3,822,500.00

Total of Previous Change Orders \$0.00

Change Amount Including this Order \$0.00

Total Change Order Percentage 0.00%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR <i>[Signature]</i> <u>12/10/2018</u>	DATE <u>12/15/18</u>
---	-------------------------



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
181199
EFFECTIVE DATE
11/30/18 ho

INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 2018 DEC 11 PM 1:14
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	RKM Utility Services, Inc.	VENDOR NUMBER	VS0000026242
CONTRACT NAME	Goodnight Lane Phase 2 from Royal Lane to North of Harcourt Street	DEPARTMENT	Public Works

ACTION REQUESTED

Authorize Change Order No. 1 to the construction contract with RKM Utility Services, Inc. for Goodnight Lane Phase 2 Improvements in the amount of \$30,935.00. This action will increase the contract amount from \$1,965,704.00 to \$1,996,639.00.

CONTRACT NUMBER:	PBW-2018-00004890	CONTRACT TERM:	8/6/2018 To 5/27/2019
-------------------------	-------------------	-----------------------	-----------------------

BACKGROUND

It is necessary to relocate the water meter vault at 11433 Goodnight Lane. This will require adding a new item to the contract. All items needed for this change order are listed in the attachment.

FUNDING							
FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
3115	DWU	PW42		4550	718025	CX-PBW-2018-00004890	\$30,935.00
PROGRAM NO.: PB06U787			COMMODITY CODE: 92500		FINANCING: WATER UTILITIES CAPITAL IMPROVEMENT FUND		

<p>M/WBE INFORMATION</p> <p>Place an <input checked="" type="checkbox"/> in the appropriate boxes:</p> <p><input type="checkbox"/> African-American <input type="checkbox"/> Hispanic</p> <p>Caucasian: Female <input type="checkbox"/> Male <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)</p> <p>MWBE Certification Number: _____</p>	<p>CHANGE ORDER DATA</p> <p>Change Order No. <u>1</u> Original CR/AA No. <u>18-0401</u></p> <p>Original CR/AA Date <u>2/28/18</u> Original CR/AA Amount <u>\$1,965,704.00</u></p> <p>Total of Previous Change Orders <u>\$0.00</u></p> <p>Change Amount Including this Order <u>\$30,935.00</u></p> <p>Total Change Order Percentage <u>1.57%</u></p>
---	--

GOYE CTW *MS*

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR	DATE
<i>[Signature]</i>	11/30/18



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
181203
EFFECTIVE DATE
12-12-18 PFB

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 2018 DEC 12 PM 2:05
 CITY SECRETAR
 DALLAS, TEXAS

VENDOR NAME	Cloudburst Consulting Group, Inc.	VENDOR NUMBER	VC19401
CONTRACT NAME	NOFA Consultant Services Contract	DEPARTMENT	MGT - Office of Homeless Solutions

ACTION REQUESTED

Change the term of the contract from November 15, 2018 through May 15, 2019 to: December 15, 2018 through June 15, 2019

CONTRACT NUMBER: fMGT-2019-00008395 **CONTRACT TERM:** 12/15/2018 To 6/15/2019

BACKGROUND

In October 2018, the Office of Homeless Solutions conducted an informal solicitation seeking a qualified consultant to assist in the creation of the FY 18-19 Notice of Funding Availability (NOFA), identify key resources and partnerships relevant to the development of proposed housing and facilitate team building with the Citizens Homelessness Commission, department staff and other key stakeholders.6A3

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
6S43	PBW	R980	HOAF	3099	PB05R980	MGT-2019-00008395	\$41,227.00

PROGRAM NO.: COMMODITY CODE: FINANCING: 2005 Bond Financing

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 186847
 Original CR/AA Date 11/2/2018 Original CR/AA Amount \$41,227.00
 Total of Previous Change Orders \$0.00
 Change Amount Including this Order \$0
 Total Change Order Percentage 0.00%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

Monica E. Hardman

DATE

Dec 12, 2018



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

181204

EFFECTIVE DATE

12/12/18

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

RECEIVED
 2018 DEC 13 PM 12:31
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	Rebcon, Inc.	VENDOR NUMBER	243551
CONTRACT NAME	Katy Trail Phase VI	DEPARTMENT	Public Works

ACTION REQUESTED

Authorize Change Order No. 3 to increase the construction services contract with Rebcon, Inc. to add additional construction items to complete the Katy Trail Phase VI from Ellsworth Avenue to Worcola Street Project, in an amount not to exceed \$49,537.90, from \$12,164,997.01 to \$12,214,534.91.

CONTRACT NUMBER:	STS-2017-00002637	CONTRACT TERM:	8/1/2018 To 1/31/2019
-------------------------	-------------------	-----------------------	-----------------------

BACKGROUND

The Katy Trail Phase VI Project entails approximately 0.65 miles of hike and bike trail from Ellsworth Avenue to Worcola Street, including two pedestrian bridges with one over Mockingbird Lane and the other over the Dallas Area Rapid Transit (DART) light rail Red Line tracks near Twin Sixties Drive. There are additional items needed as the project reaches final closeout. Some of the necessary items include: cover plates at all of the bridge joints, additional ground boxes, and removing and replacing sidewalk at Mockingbird Station Shops.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2T22	PBW	P653	INGV	4510	PB06P653	PBW06P653K1	\$49,537.90

PROGRAM NO.: PB06P653 COMMODITY CODE: FINANCING: 2006 Bond Funds

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: WFDB649762Y0519

CHANGE ORDER DATA

Change Order No.	3	Original CR/AA No.	15-1482
Original CR/AA Date	8/12/2015	Original CR/AA Amount	\$11,611,577.46
Total of Previous Change Orders			\$553,419.55
Change Amount Including this Order			\$602,957.45
Total Change Order Percentage			5.19%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR: *[Signature]* DATE: 12/12/18



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

181205

EFFECTIVE DATE

NOV-29-2018

INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

2018 DEC 14 PM 3:47
 RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	C. Green Scaping, LP	VENDOR NUMBER	514347
CONTRACT NAME	Dallas Zoo Water Quality Improvement- Storm Water Wetlands	DEPARTMENT	Park and Recreation Department

ACTION REQUESTED
 Authorize Change Order #5 to increase in the construction contract with C. Green Scaping, LP in the amount of \$24,909.15; thereby increasing the contract from \$1,878,920.38 to \$1,903,829.53.

CONTRACT NUMBER:	PKR-2016-00000685	CONTRACT TERM:	90 Working Days To 1,273 Working Days
-------------------------	-------------------	-----------------------	---------------------------------------

BACKGROUND
 This change order consists of the following items: Adjustment to the overall cost and schedule of work to accommodate the following changes: Remove and replace pressure transducer, install additional gravel to eliminate standing water in TSS wetland during fill cycle, remove and reset pump riser, furnish and install 10" PVC riser plug in PS3 and inspect motorized valve, determine problem with PS3 and damaged HDPE weld, procure technician to perform field repair of HDPE welding, dewater PS3 and fix damaged baffle wall HDPE welded joint.
 All changes are owner requested.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2T00	PKR	T083	ENVR	4599	PKWETLAND	CT PKR14019470	\$24,909.15

PROGRAM NO.: See Program COMMODITY CODE: 91200 FINANCING: 2006 Bond Funds

M/WBE INFORMATION

Place an in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 5 Original CR/AA No. 141903

Original CR/AA Date 11/12/14 Original CR/AA Amount 1,537,145.00


Total of Previous Change Orders \$354,972.29


Change Amount Including this Order \$379,881.44

Total Change Order Percentage 24.93%


APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR:  DATE: 11-29-18

 Date: 12/10/18

Robert Abtahi, President
 Park and Recreation Board
 Original-City Secretary Copy - Initiating Department

Attested by:  Date: 12/10/18

Anthony Becker, Interim Secretary
 Park and Recreation Board

Memorandum

RECEIVED

2019 MAR 13 PM 4:33

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE March 13, 2019

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Action #18-1206**

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved on 11/19/2018 authorized in the contract with We Build Fun, Inc., at Nash Davis Park Playground addition of ADA swing set.

Change(s) is/are needed to correct:

Funding needs to be corrected and contract Term Dates need to be corrected

Current:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
BT00	PKR	W334	PLGI	3099	PK06W334	PKR-2018-00007735	\$22,391.54
0001	PKR	5025	PLGI	3099	PK06W334	PKR-2018-00007735	\$ 1,613.28
Total							\$24,004.82

Correction:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
BT00	PKR	<u>W332</u>	PLGI	3099	PK06W332	PKR-2018-00007735	\$22,391.54
0001	PKR	5025	PLGI	3099	PK06W332	PKR-2018-00007735	\$ 1,613.28
Total							\$24,004.82

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA, Director
Park and Recreation Department

C: Project Manager
Project File

Handwritten signature and date 3/19/19

OFS: Approved

Denied

Is ATT Approval Needed? Y N

181206

OFS:


Signature

3/13/19
Date

Andrew Ramez
Print Name

ATT: Approved

Denied

Assistant City Attorney:


Signature

3/18/19
Date

Milton Henderson
Print Name



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

181206

EFFECTIVE DATE

NOV 19 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2018 DEC 10 PM 3:48
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	We Build Fun, Inc.	Vendor No.	VS0000025678
--------------	--------------------	------------	--------------

Subject:	Nash Davis Park playground addition of ADA swing set.	Department:	Park and Recreation
----------	---	-------------	---------------------

Action Requested: Authorization for an encumbrance in the amount of \$24,004.82, for We Build Fun, Inc. company to install an ADA swing set to the existing playground at Nash Davis Park, located at 3700 North Hampton Road, Dallas, TX 75212. Contact Person: Trevor Olmos (214) 670-6243.

Contract Number:	PKR-2018-00007735	Contract Term:	10/1/2018	To	12/31/2018 <i>MH</i>
------------------	-------------------	----------------	----------------------	----	---------------------------------

Background: We Build Fun, Inc. is the authorized Buyboard vendor and installer of Miracle Playground equipment which has been selected for this project.

11/30/18 *1/31/2019*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
BT00	PKR	W331	PLGI	3099	PK06W331	CX PKR-2018-00007735	\$22,391.54
0001	PKR	5025	PLGI	3099	PK06W331	CX PKR-2018-00007735	\$1,613.28
TOTAL:							\$24,004.82

Project No:	Commodity Code:	Financing:	Current Funds			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director 11-16-18 DATE	 Approved as to form by City Attorney 12/10/18 DATE
 By Assistant City Manager 11-19-18 DATE	

OC

Memorandum

RECEIVED

2019 MAR 18 PM 4:38

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE March 13, 2019

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Action #18-1207**

This is the first correction to the subject Administrative Action.

The subject Administrative Action was approved on 11/19/2018 authorized in the contract with We Build Fun, Inc., at Jaycee Zaragoza Park Playground addition of ADA swing set.

Change(s) is/are needed to correct:

1) Funding needs to be corrected and contract Term Dates need to be corrected

Current:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
6R05	PKR	W332	PLGI	3099	PK06W332	PKR-2018-00007736	\$ 1,489.02
BT00	PKR	5025	PLGI	3099	PK06W332	PKR-2018-00007736	\$20,902.52
0001	PKR	5025	PLGI	3099	PK06W332	PKR-2018-00007736	<u>\$ 1,613.28</u>
Total							\$24,004.82

Correction:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
<u>6R00</u>	PKR	<u>W331</u>	PLGI	3099	<u>PK06W331</u>	PKR-2018-00007736	\$ 1,489.02
BT00	PKR	<u>W331</u>	PLGI	3099	<u>PK06W331</u>	PKR-2018-00007736	\$20,902.52
0001	PKR	5025	PLGI	3099	<u>PK06W331</u>	PKR-2018-00007736	<u>\$ 1,613.28</u>
Total							\$24,004.82

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA, Director
Park and Recreation Department

C: Project Manager
Project File

Handwritten signature and date: 3/19/19

181207

OFS: Approved

Denied

Is ATT Approval Needed? Y N

OFS:


Signature

3/13/19
Date

Andrew Kramer
Print Name

ATT: Approved

Denied

Assistant City Attorney:


Signature

3/15/19
Date

Milton Henderson
Print Name



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

181207

EFFECTIVE DATE

NOV 19 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2018 DEC 18
CITY SEC. CLERK
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: We Build Fun, Inc. Vendor No. VS0000025678

Subject: Jaycee Zaragoza Park playground addition of ADA swing set. Department: Park and Recreation

Action Requested: Authorization for an encumbrance in the amount of \$24,004.82, for We Build Fun, Inc. to install an ADA swing set to the existing playground at Jaycee Zaragoza Park, located at 3114 Clymer Street, Dallas, TX 75212. Contact Person: Trevor Olmos (214) 670-6243.

Contract Number: PKR-2018-00007736 Contract Term: ~~10/1/2018~~ To ~~12/31/2018~~

Background: We Build Fun, Inc. is the authorized Buyboard vendor and installer of Miracle Playground equipment which has been selected for this project. *11/30/2018 1/31/2019 AM*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
6R05	PKR	W332	PLGI	3099	PK06W332	CX PKR-2018-00007736	\$1,489.02
BT00	PKR	5025	PLGI	3099	PK06W332	CX PKR-2018-00007736	\$20,902.52
0001	PKR	5025	PLGI	3099	PK06W332	CX PKR-2018-00007736	\$1,613.28
TOTAL:							\$24,004.82

Project No: Commodity Code: Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

[Signature]
11-15-18

Approved as to form by City Attorney

[Signature]
12/10/18

OC

[Signature]
By Assistant City Manager

11-15-18
DATE



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
181208

EFFECTIVE DATE
12/18/18

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

CITY SECRETARY
DALLAS, TEXAS
DEC 19 PM 2:47

VENDOR NAME	North Texas Contracting	VENDOR NUMBER	514455
CONTRACT NAME	Wynnewood Village Drainage Improvements	DEPARTMENT	Dallas Water Utilities DWU 18-05

ACTION REQUESTED

Authorize Change Order No. 1 to the construction contract with North Texas Contracting for the Wynnewood Village Drainage Improvements project in an amount not to exceed \$6,430.00.

CONTRACT NUMBER: TWM-2018-00006611 **CONTRACT TERM:** 7/11/2018 To 7/11/2019

BACKGROUND

The Wynnewood Village Drainage Improvements project includes the installation of approximately 2,170 feet of 8x8 reinforced box culverts to improve drainage and reduce flooding risk around the Wynnewood Village Shopping Center. The construction of the box culvert temporarily removed parking spaces for the El Rancho Supermarket. The construction plans originally specified six-inch lime treated subgrade for the permanent pavement at the parking lot. Lime treatment is a labor and time intensive process due to the curing requirements. To restore use of the parking spaces earlier, 6-inch flexible base will be used in lieu of the lime treatment. Flexible base is a common industrywide substitution for lime treatment.

This action will authorize Change Order No.1 to the construction contract with North Texas Contracting for the Wynnewood Village Drainage Improvements project.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V23	TWM	VD32	SDRS	4599	TW17VD32	CX-TWM-2018-00006611	\$6,430.00

PROGRAM NO.: TWM-2018-00006611 **COMMODITY CODE:** **FINANCING:** 2017 Bond Funds

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 1 Original CR/AA No. 18-0914

Original CR/AA Date 6/27/2018 Original CR/AA Amount \$2,425,170.00

Total of Previous Change Orders \$0.00

Change Amount Including this Order \$6,430.00

Total Change Order Percentage 0.265%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR

DATE

12/18/18



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

181209

EFFECTIVE DATE

DEC 12 2018

INSTRUCTIONS

- Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
- The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
- Attach all supporting documents.
- See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
- Authorized by Dallas City Code, Section 2.
- Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

CITY SECRETARY
DALLAS TEXAS
2018 DEC 21 AM 10:43

VENDOR NAME	J.C. Commercial, Incorporated	VENDOR NUMBER	VS 412563
CONTRACT NAME	Luna Vista Golf Course Maintenance Building	DEPARTMENT	Park and Recreation

ACTION REQUESTED

Authorize an increase in the construction contract with J. C. Commercial, Inc. in the amount of **\$40,595.00**; thereby increasing the contract from **\$1,379,597.50** to **\$1,420,192.50**.

CONTRACT NUMBER:	PKR-2017-00001603	CONTRACT TERM:	593 Calendar Days To 563 Calendar Days
-------------------------	-------------------	-----------------------	--

BACKGROUND

This change order consists of the following items:

- PC #24** Change add cost for required repairs to existing golf green TEE Box No. 01 not in original project scope. Involves "unique to golf play" subsoil prep work, finish slope grading of turf grass work and includes final cleanup work.

All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1T00	PKR	P761	AISF	4599	PKP761	CT PKR17019975	\$40,595.00

PROGRAM NO.: See Program COMMODITY CODE: 91200 FINANCING: 2006 Bond Fund

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____

CHANGE ORDER DATA

Change Order No. 06 Original CR/AA No. 17-0497

Original CR/AA Date 3/22/2017 Original CR/AA Amount \$1,147,477.00

Total of Previous Change Orders \$232,120.50 / \$1,379,597.50

Change Amount Including this Order \$272,715.50 / \$1,420,192.50

Total Change Order Percentage 23.77%

RW 12/10/18 LG 12-11-18 **APPROVAL**

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR *[Signature]* DATE 12-12-18

[Signature] 12-19-18 Date

Attested by: *[Signature]* 12-19-18 Date

Robert Abtahi, President Park and Recreation Board

Anthony Becker, Interim Secretary Park and Recreation Board

RECEIVED

2019 JAN -3 AM 10: 19

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

Memorandum

DATE December 26, 2018

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Change Order (#2) #18-1222**

This is the first correction to the subject Administrative Action.

The subject Administrative Change Order was approved on 12/17/2018 authorized an increase in the construction contract with The Fain Group, Inc.

Change(s) is/are needed to correct:

Unit currently reads W1009 should read W109

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0467	PKR	W1009	AQFC	4599	PKP945.5	CX PKR-2018-00004777	\$38,633.50

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA, Director
Park and Recreation Department

C: Project Manager
Project File

Handwritten signature and date 1/3/19



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

181222

EFFECTIVE DATE

DEC 17 2018

INSTRUCTIONS

1. Complete and submit this form for approval of changes of \$50,000 or less to competitively bid contracts.
2. The cumulative total of all change orders must not exceed +/- 25% of the original contract amount.
3. Attach all supporting documents.
4. See Administrative Directive 4-5, Sections 8 and 9 for additional information and routing.
5. Authorized by Dallas City Code, Section 2.
6. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

2018 DEC 21 AM 10:15
 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME The Fain Group, Inc. **VENDOR NUMBER** VS0000040276
CONTRACT NAME Dallas Aquatics - Phase 1/Package 2 **DEPARTMENT** Park and Recreation

ACTION REQUESTED
 Authorize an increase in the construction contract with The Fain Group, Inc. in the amount of \$38,633.50; thereby increasing the contract from \$15,230,837.23 to \$15,269,470.73.

CONTRACT NUMBER: PKR-2018-00004777 **CONTRACT TERM:** 273 Working Days To 273 Working Days

BACKGROUND
 This change order consists of the following items:
 Added cost for boring for the electrical service to serve the Tietze Park Aquatic Center. The work includes boring 340 linear feet from the Oncor power pole on Clements Street to the new facility for the electrical power supply line.
 Cost for this change is \$38,633.50.
 All changes are owner requested.

FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0467	PKR	W1009	AQFC	4599	PKP945.5	CX PKR-2018-00004777	\$38,633.50
Total							\$38,633.50

PROGRAM NO.: See Program **COMMODITY CODE:** 91200 **FINANCING:** Elgin B. Robertson Land Sale Funds

M/WBE INFORMATION

Place an or in the appropriate boxes:

African-American Hispanic

Caucasian: Female Male

Other Minority (Asian-Pacific, Asian-American Native American)

M/WBE Certification Number: _____



CHANGE ORDER DATA

Change Order No. 2 Original CR/AA No. 18-0211
 Original CR/AA Date 1/24/2018 Original CR/AA Amount \$20,562,297.00
 Total of Previous Change Orders \$454,102.23 / \$15,230,837.23
 Change Amount Including this Order \$492,735.73 / \$15,269,470.73
 Total Change Order Percentage 3.33%

APPROVAL

Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

BY DEPARTMENT DIRECTOR  DATE 12-17-18

 12-19-18 Date
 Robert Abtahi, President Park and Recreation Board
 Attested by:  12-19-18 Date
 Anthony Becker, Interim Secretary Park and Recreation Board



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186728

EFFECTIVE DATE

12/5/18 MH

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
 DALLAS, TEXAS
 DEC 6 PM 1:14

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: WellMed Charitable Foundation Vendor No. VC18924
 Subject: Senior Program Partnership at the WellMed Charitable Foundation Senior Activity Center
 Lead Dept: Park and Recreation

Action Requested: Authorize a one- year partnership agreement with the WellMed Charitable Foundation (WCF) for the purpose of providing senior programs at the WellMed Charitable Foundation Senior Activity Center located at 3107 W. Camp Wisdom Rd. Ste. 175, Dallas, TX 75237. Dallas Park and Recreation Department will be responsible for daily recreational programming, fitness center operation and nutrition education and preparation at no program cost to participants.

Contract Number: 214.670.8847 Contract Term: 12/10/2018 to 9/30/2018

Background: Since 2017, the WellMed Charitable Foundation and Dallas Park and Recreation Department have collaborated to support and provide senior programs to City of Dallas seniors age 60+. WellMed Charitable Foundation has gifted the Dallas Park and Recreation Department \$292,992 (2017: \$142,992 and 2018: \$150,000) to directly support and offset the cost of senior programs. This contribution allowed seniors to engage in programming free of cost.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	1726				PKR-2019-00008929	0.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12.05.18
By Department Director Date

[Signature] 12/06/2018
Approved as to Form by City Attorney Date

[Signature] 12-5-18
By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

1186564

EFFECTIVE DATE

Dec 3, 2018

RECEIVED
NOV DEC-3 AM 11:00
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Insight Public Sector, Inc.	Vendor No.	262784
--------------	-----------------------------	------------	--------

Subject: Enterprise Adobe Licensing Agreement

Lead Dept: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 1 to extend the term of the existing contract for Adobe Enterprise licensing products suite pursuant the terms and conditions through the Department of Information Resources (DIR), State of Texas cooperative program contract #DIR-TSO-4052.

Contract Number:	DSV-2018-00005436	Contract Term:	11/1/2018	to	10/31/2019
------------------	-------------------	----------------	-----------	----	------------

Background: This agreement allow for an enterprise licensing subscription, maintenance and support for for Adobe products. The enterprise agreement provides for the use of Adobe products that are utilized by City employees. This action will allow for the extension of the existing service agreement.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		0198	DSV	1622		3438		MASC DSV-18-ADOBELETLA
							-	
							-	
	Financing: Data Services Fund						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	17-0180	1/25/2017	\$671,096.00	\$0.00	\$671,096.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
Shelia Robinson (Nov 20, 2018)
By Department Director

Nov 20, 2018
Date

Don Knight
Don Knight (Dec 3, 2018)
Approved as to Form by City Attorney DK
Date

Dec 3, 2018
Date

Jany Zapata
Jany Zapata (Dec 3, 2018)
By City Manager

Dec 3, 2018
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186865

EFFECTIVE DATE

8-16-18 ^{KPS}

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
AUG 16 2018

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Vector Airport Systems, LLC Vendor No. VS85745

Subject: Aviation Landing fees & billing collection Department: AVI

Action Requested: Authorize Administrative Action to exercise 1st year renewal (Option #1) approved by CR#151522. In reference to A.D.4-5 Renewal Options ~~7-3~~ **13.2.2. RLS**

Contract Number: AVI-2018-00007514 Contract Term: 8/25/2018 To 8/25/2019

Background: AVI would like to exercise the the (Option 1) which is the first year renewal option of the attached contract as described in Section 2 of contract. The vendor shall continue to perform the services under the original contract in the amount not to exceed \$60,079.38.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	AV11	3438		AVI-2018-00007514	\$60,079.38
TOTAL:							\$60,079.38

Project No: Commodity Code: 92045 Financing: FY2018 Operating Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

8/16/18
DATE

Approved as to form by City Attorney

8/30/18
DATE

By Assistant City Manager

8/16/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186866

EFFECTIVE DATE

11/08/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED--3 PM 11/8/18
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Good Earth Corporation Vendor No. 510006

Subject: Grounds Maintenance Services for TxDOT

Lead Dept: PBW

Action Requested: Authorize a one year service contract extension

Contract Number:	POM-2019-00008418	Contract Term:	1/30/2019	to	1/29/2020
------------------	-------------------	----------------	-----------	----	-----------

Background: On November 10, 2015 Dallas City Council authorized a three-year service contract to Good Earth Corporation (510006) for median maintenance and mowing of Texas Department of Transportation right-of-way within the corporate boundaries of Dallas in the amount of \$9,646,660.00, by Resolution 15-2050. This extension will allow the City to continue these services under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PBW	3438	ST05	3070		MA BF1526	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	15-2050	10/10/2015	\$9,646,660.00	0	\$9,646,660.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: Date: 11/7/18

Approved as to Form by City Attorney: Date: 11/30/18

By City Manager: Date: 11/08/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186867

EFFECTIVE DATE

10/31/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
DEC-3 PH 3:00 PM

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Quality Sterilizer Services Inc. Vendor No. VS88383

Subject: Preventive and Correction Maintenance of Sterilizing Equipment Department: AVI

Action Requested: Authorize Administrative Action for a 3yr service agreement for Preventive and Corrective Maintenance of Sterilizing Equipment annually at the frequency listed. Service was bid out through purchasing. Bid Award #B6190050.

Contract Number: AVI-2019-00008545 Contract Term: 10/29/2018 To 10/28/2021

Background: Vendor will be responsible for sterilizing services of the equipment listed on attachment. Sterilizing Service was bid through purchasing and award to above vendor with #B6190050. Service term is a 3 yr agreement not to exceed the awarded amount of \$44,400.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7729	AV28	3110		AVI-2019-00008545	\$44,400.00
TOTAL:							\$44,400.00

Project No: Commodity Code: 92533 Financing: FY2019 Operating Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 10/30/18

Approved as to form by City Attorney: DATE: 11/7/18

By Assistant City Manager: DATE: 10/31/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186868

EFFECTIVE DATE

November 27, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **ALFREDO VILLANUEVA** Vendor No. VS90328

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present the temporary art exhibit entitled, "Paint the Town P.S.As/Nuestro Pueblo Anuncios." The exhibit will be a group of 4 bilingual (English/Spanish) mural scale works that address domestic violence, racism, xenophobia, and education. Painting sessions will begin November 2018. The artwork will culminate in a free, open-to-the-public viewing from April through May 2019 at a versatile Dallas gallery, location TBD, which will meet the goal of the consultant to educate both artists and viewers. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00008338 Contract Term: 11/9/18 To 4/30/19

Background: The fee for this service is \$7,500.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$3,750.00 of the total awarded amount upon completion of deliverables one through four and receipt of the consultant's first invoice, one (1) payment of 50% or \$3,750.00 of the total awarded amount upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC - OCA-2019-00008338	\$7,500
TOTAL:							\$7,500

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Nov 27, 2018 DATE

Approved as to form by City Attorney

Nov 28, 2018 DATE

By Assistant City Manager

Nov 27, 2018 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186869

EFFECTIVE DATE

November 30, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	THE PEGASUS FOUNDATION dba DALLAS INSTITUTE OF HUMANITIES AND CULTURE	Vendor No.	VS0000027223
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall present its 14th annual Martin Luther King, Jr. Symposium at the Moody Performance Hall on Monday, January 21, 2019. This open-to-the-public event will emphasize Dr. King's legacy on civil rights in America. The theme will be the Pursuit of Racial Justice in 21st Century America. The program will give a platform for the community to discuss America's progress in ensuring equality under the law and civil rights for all citizens as well as the controversies that still exist. The event will feature a keynote address by James Forman, Jr., author of Pulitzer Prize-winning, "Locking Up Our Own," as well as a panel discussion featuring local leaders and citizens. The event will also showcase performances by local artists.

Contract Number:	OCA-2019-00008653	Contract Term:	12/01/2018	To	02/28/2019
------------------	-------------------	----------------	------------	----	------------

Background: THE PEGASUS FOUNDATION dba DALLAS INSTITUTE OF HUMANITIES AND CULTURE was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$13,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or \$6,500.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, and one (1) payment of 50%, or \$6,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008653	\$13,000.00
TOTAL:							\$13,000.00

Project No:	Commodity Code:	96207	Financing:	General Fund		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Q.S. Jim
By Department Director

Nov 29, 2018
DATE

Quilley
Approved as to form by City Attorney

Nov 30, 2018
DATE

Stephanie
By Assistant City Manager

Nov 30, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186870

EFFECTIVE DATE

November 26, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 NOV 26 11:41 AM
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **ALICIA YVETTE HOLMES** Vendor No. 505598
 Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present workshops and residencies as directed by the Office of Cultural Affairs that will introduce young women to quinceaneras, bat mitzvahs, and an in-depth study of the Krobo tribe of Southeast Ghana. Students shall learn dance, bead making, how to create various crafts and other coming-of-age rituals for young women from around the world. She shall also provide a program that allows young women/girls to record the oral histories of elder women in their communities for compilation into a book which can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2018-00008099 Contract Term: 11/19/18 To 12/31/18

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,500.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	MASC-OCA-2018-00008099	\$4,500
TOTAL:							\$4,500

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps Nov 26, 2018 Heather Silver Nov 27, 2018
 By Department Director DATE Approved as to form by City Attorney DATE
[Signature] Nov 26, 2018
 By Assistant City Manager DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186871

EFFECTIVE DATE

6-29-18 *[Signature]*

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
JULY 1 11 2018
AM 9:30

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Real Time Transportation Corporation	Vendor No.	VS93434
Subject:	Senor Medical Transportation Program	Department:	Office of Community Care - Senior Services

Action Requested: Request a ST Supplemental Agreement No. 3 to pay for February 2018 and March 2018 invoice for services rendered for the Senior Medical Transportation Program.

Contract Number:	MGT-2018-00006048	Contract Term:	5/1/2018 To 9/30/2018
------------------	-------------------	----------------	-----------------------

Background: The City of Dallas Senior Medical Transportation Program provides transport services to and from scheduled medical appointments within the City limits for low- to moderate-income seniors aged 60 and above, who reside within the City of Dallas. All Services are to be provided within the city of Dallas.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0001	MGT	4297		3070		MGT-2018-00006048
								\$35,516.26 ST
	TOTAL:							\$35,543.75 ST

Project No:	Commodity Code:	Financing:	\$35,516.26			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
	170298	2/8/2017	\$190,000.00			%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	 By Assistant City Manager	 Approved as to form by City Attorney	 DATE
	6/28/18	6/29/2018	6/20/18



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186872

EFFECTIVE DATE

Dec 3, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: E Quality Corporation Vendor No. 502333

Subject: IT Temporary Professional Services

Lead Dept: Communication & Information Services

Action Requested: Authorize SA No. 1 to extend the contract term for continued use of temporary professional IT staff in support the City's Oracle Hyperion Budget Preparation System.

Contract Number: DSV-2018-00005231 Contract Term: 10/1/2018 to 2/28/2021

Background: CR 18-0368 authorized funds and established a three-year program to obtain specialized temporary professional IT services via cooperative purchasing with DIR approved vendors. E Quality Corporation is a participant vendor of the established program to provide specialized temporary professional IT services, not to exceed \$104,000.00 as authorized in CR 18-5918.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1991		3099		MASC DSV-2018-00005231	\$0.00
						-	
						-	
Financing: Communication & Information Services Current Funds						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-5918	6/1/2018	\$104,000.00	\$0.00	\$104,000.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
By Department Director
Nov 7, 2018
Date

Barbara A. McAninch
Approved as to Form by City Attorney
Dec 3, 2018
Date

[Signature]
By City Manager
Date

Dec 3, 2018
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186873

EFFECTIVE DATE

10/26/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Pebcor Corporation dba Big D MetalWorks Vendor No. VS0000034838

Subject: Water Station Delivery and Installation Department: AVI

Action Requested: Authorize a contract to fabricate and install a water disposal station for the security checkpoint at Dallas Love Field Airport. Service was bid out Bid# B6190023

Contract Number: AVI-2018-00006699 Contract Term: 11/1/2018 To 9/30/2019

Background: The Water Station will be placed at the Security Checkpoint for passengers and customers to dispose of their liquids that they can not travel with. The delivery and installation will be provided by the vendor at a cost not to exceed \$19,589.00 Bid# B6190023

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7729	AV29	3070		AVI-2018-00006699	\$19,589.00
TOTAL:							\$19,589.00

Project No: Commodity Code: 55770 Financing: FY2019 Operating Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 10/25/18 DATE Approved as to form by City Attorney 11/1/18 DATE

By Assistant City Manager 10/26/18 DATE



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186874

EFFECTIVE DATE

12/4/2018 *ADME*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Quest Waste Management Service, LLC Vendor No. VS92027

Subject: Leachate Riser Repairs

Lead Dept: Department of Sanitation Services

Action Requested: Authorize a service contract with Quest Waste Management Services for the repair of leachate riser components at the McCommas Bluff Landfill.

Contract Number: SAN-2019-00008739 Contract Term: 12/1/2018 to 12/31/2018

Background: The McCommas Bluff Landfill has 8 leachate pumping stations which collect and pump leachate to maintain compliance with the site's State operating permit. On November 10th, a lightning strike from passing thunderstorm knocked out power and caused damage to the electronic panels and/or pumps at some of the landfill's leachate pump stations. City staff has been unable to perform all the needed repairs and specialized staff and equipment is needed to complete the remaining repairs. Quest Waste Management Service, LLC is immediately available and can provide the specialized services to restore operation to the affected leachate pumping stations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3591		3210		- SAN-2019-00008739	\$13,200.00	
						-		
						-		
Financing:							TOTAL:	\$13,200.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

11-28-18
Date

[Signature]
Approved as to Form by City Attorney
Date 12/4/2018

[Signature]
By City Manager
Date 12-4-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186875

EFFECTIVE DATE

12/4/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.
Master Agreement Price Adjustment

CITY SECRETARY'S OFFICE
DALLAS, TEXAS
DEC-4 PM 3:15

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **Toter, LLC** Vendor No. 333498

Subject: Supplemental Agreement No. 6

Lead Dept: Sanitation Services (SAN)

Action Requested: Authorize Supplemental Agreement No. 6 to Master Agreement (MA) **BW1604** to grant a price adjustment from manufacturer for three months (November 1, 2018 thru January 31, 2019) under the terms of the Agreement and as stated in the Contract Amendment (Exhibit A).

Contract Number:	POM-2016-00000515	Contract Term:	04/21/2016	to	04/20/2019
------------------	-------------------	----------------	------------	----	------------

Background: Council authorized a three-year MA for the purchase of waste and recycling roll carts with Toter, LLC (333498) through Council Resolution No. 16-0268. In accordance with paragraph 6 "Special Terms and Conditions" of the cooperative purchasing agreement by Council Resolution No. 12-0576, the vendor is allowed to make quarterly price adjustments upon written notice of market changes surrounding the cost of resin. The attached documents reflect price adjustments approved by the City of Tuscan and Toter, LLC which will go into effect on November 1, 2018.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0440	SAN	3504		2890		MA POM-2016-00000515	\$0.00
						-	
						-	
Financing: Current Funds						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	6	16-0268	02/10/2016	\$3,683,408.00	\$0.00	\$ 0.00	N/A

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

11-27-18
Date

Approved as to Form by City Attorney Date 12/4/2018

By City Manager Date 12-4-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186876

EFFECTIVE DATE

11/15/18 *ac*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED - 5 AM 11-10-18
CITY SECRETARIAT
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Corpro Vendor No. 504674

Subject: Cathodic Protection System Annual Inspection

Lead Dept: DWU

Action Requested: Perform the following: 1) Tank- to-Water potential with tank to monitor and verify effectiveness of system on submerged surface of tank. 2) Electrical measurements to test anode and reference cells. 3) Inspect, test, and clean rectifier, controls, meters, contracts, wiring and connections. Replace fuses as required. 4) Adjust system for optimum corrosion control on submerged metal surface of tank. 5) Submit report with all data obtained, evaluation of data, and recommendations for continued performance.

Contract Number: DWU-2019-00008402 Contract Term: 1/1/2019 to 12/31/2021

Background: Inspection is required on annual bases to determine the systems functionality of corrosion control of the Wash Water storage tank.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	7273	652	3099		- DWU-2019-00008402	\$2745.00	
						-		
						-		
Financing:							TOTAL:	\$2745.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

11/14/18
Date

[Signature] 11/19/18
Approved as to Form by City Attorney Date

[Signature] 11/15/18
By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186877

EFFECTIVE DATE

11/15/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
 DALLAS, TEXAS
 DEC-5 PM 2:06

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Fountain Renovation Co. Inc. Vendor No. VC19014

Subject: Repair and Winterization of Water Features on the Ronald Kirk Bridge

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a Supplemental Agreement to TWM-2018-00007111 for the maintenance and repair of water features on the Ronald Kirk Bridge.

Contract Number: DWU-2019-00008674 Contract Term: 11/10/18 to 12/30/18

Background: Dallas Water Utilities (DWU) - Stormwater Operation is responsible for the Ronald Kirk Bridge and the maintenance and repair of water features. Fountain Construction Company recently, provided maintenance and repair for the water features on the bridge. This supplemental agreement will allow for the additional repair and winterization of the water features on the bridge.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0100	DWU	3009	DW35	3099		CX- DWU-2019-00008674	\$7,798.00
						-	
						-	
Financing: Dallas Floodway Recreation						TOTAL:	\$7,798.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-6287	7/20/18	\$9,400.00	\$0	\$ 17,198.00	82%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

11/13/18
Date

[Signature] Nov 19, 2018
Approved as to Form by City Attorney Date

[Signature]
By City Manager Date 11/15/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186878

EFFECTIVE DATE

12.3.18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Organization of Hispanic Contractors Association dba RCHA Vendor No. 504570

Subject: Construction Safety Program

Lead Dept: AVI

Action Requested: Authorize Administrative Action to pay invoice for Construction Safety Program in an amount not to exceed \$10,000.00.

Contract Number:	AVI-2019-00008889	Contract Term:	12/3/2018	to	12/2/2019
------------------	-------------------	----------------	-----------	----	-----------

Background: Aviation attended an Award Ceremony and Conference for Construction Safety on 9/15/2018. Requesting authorization to make invoice payment not to exceed \$10,000.00

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7710	AV11	3070		CX-AVI-2019-00008889	\$10,000.00	
						-		
						-		
Financing:						FY2019 Operating Funds	TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

[Signature]
Date: 12/3/18
By City Manager

[Signature]
Approved as to Form by City Attorney
Date: 12/5/18

[Signature]
Date: 12/3/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186879

EFFECTIVE DATE

November 26, 2018

CITY SECRETARY
DALLAS, TEXAS
DEC-6 AM 9:50

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	OLLIMPAXQUI BALLET COMPANY, INC.	Vendor No.:	344347
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall present the *Folklorico Festival of Dallas Mexican Folkloric Dance Congress, 2019* at the Latino Cultural Center from May 1 to May 5, 2019. This is an open-to-the-public international conference of Folklorico dance professionals and teachers. Over 200 dance teachers, performing groups and students will participate in four days of workshops, conferences, lecture demonstrations, and performances. The conference will bring in groups and individuals from Mexico, Canada and the United States. The conference will conclude with a closing presentation at the Dallas Museum of Art.

Contract Number:	OCA-2019-00008681	Contract Term:	12/01/2018	To	06/30/2019
------------------	-------------------	----------------	------------	----	------------

Background: OLLIMPAXQUI BALLET COMPANY, INC. was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$10,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$2,500.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$5,000.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$2,500.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008681	\$10,000.00
TOTAL:							\$10,000.00

Project No.:	Commodity Code:	96207	Financing:	General Fund		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
By Department Director

Nov 26, 2018
DATE

Jennifer Dyer
Approved as to form by City Attorney

Nov 26, 2018
DATE

Jennifer Dyer
By Assistant City Manager

Nov 26, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186880

EFFECTIVE DATE

December 05, 2018

CITY SECRETARY
DALLAS, TEXAS
DEC 5 5 31 PM '18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	TURTLE CREEK CHORALE, INC.	Vendor No.	223283
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall produce the choral concert entitled, "You Are Light" A Musical Celebration of You. This open-to-the-public concert will use music, media, dance, and narrative to speak and sing to the issues of suicide, mental health, bullying, and addiction. Consultant will hold community conversations to inform the overall performance. They will also partner with the Parkinson Voice Project and DISD choral programs to feature singers in the concert. Two to three newly commissioned works will be performed along with a regional premiere of Jake Runestad's *Please Stay*. The concert will take place at the Moody Performance Hall, June 7-9, 2019.

Contract Number:	OCA-2019-00008657	Contract Term:	12/14/2018	To	07/31/2019
------------------	-------------------	----------------	------------	----	------------

Background: TURTLE CREEK CHORALE, INC. was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$20,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$5,000.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 25% or **\$5,000.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 50%, or **\$10,000.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008657	\$20,000.00
TOTAL:							\$20,000.00

Project No: _____ Commodity Code: 96207 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
Jennifer Scripps (C... 5/18)
By Department Director

Dec 5, 2018
DATE

Quinn
Approved as to form by City Attorney

Dec 5, 2018
DATE

Jay...
By Assistant City Manager

Dec 5, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186881

EFFECTIVE DATE

November 30, 2018

CITY SECRETARY
DALLAS, TEXAS
DEC-5 AM 9:43

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Shaquana Seabrooks	Vendor No.	VC19442
--------------	--------------------	------------	---------

Subject:	Cultural Services - SDCC	Department:	Office of Cultural Affairs
----------	--------------------------	-------------	----------------------------

Action Requested: Authorization is requested to procure the artistic services of Shaquana Seabrooks. Consultant shall execute a musical performance titled SDCC Music Lounge: Holiday Edition at the South Dallas Cultural Center on Saturday December 15, 2018 in the Blackbox Theater.

Contract Number:	OCA-2019-00008645	Contract Term:	12/03/2018	To	12/15/2018
------------------	-------------------	----------------	------------	----	------------

Background: The consultant Shaquana Seabrooks is a singer and musician. The consultant was selected because of her cultural and artistic background and connection to the community of South Dallas and the great Dallas community. The fee for this service will not exceed \$650.00. Consultant understands that the City of Dallas will pay the Consultant in one (1) payment \$650 within 30 working days from receipt of Consultant's invoice. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		OCA-2019-00008645	\$650.00
TOTAL:							\$650.00

Project No:	Commodity Code:	96104	Financing:	General Fund
-------------	-----------------	-------	------------	--------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Nov 29, 2018
DATE

Approved as to form by City Attorney

Dec 4, 2018
DATE

By Assistant City Manager

Nov 30, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186882

EFFECTIVE DATE

November 30, 2018

CITY SECRETARY
DALLAS, TEXAS
DEC -6 AM 8:10

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	IMPRINT THEATRE WORKS	Vendor No.	VS96373
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall present the play entitled, Kentucky, by Leah Nanako Winkler. This open-to-the-public event centers around the myriad of dysfunctional dynamics of a Kentucky family. The play will feature diverse local artists highlighting the Asian-American community in Dallas. The play will run from August 2 through 17, 2019 at a TBD Dallas venue.

Contract Number:	OCA-2019-00008703	Contract Term:	12/03/2018	To	09/30/2019
------------------	-------------------	----------------	------------	----	------------

Background: **IMPRINT THEATRE WORKS** was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is **\$5,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$1,250.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$2,500.00** of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or **\$1,250.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008703	\$5,000.00
TOTAL:							\$5,000.00

Project No: Commodity Code: 96207 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Deanna
By Department Director

Nov 29, 2018
DATE

Suzanne
Approved as to form by City Attorney

Dec 4, 2018
DATE

Deanna
By Assistant City Manager

Nov 30, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186883

EFFECTIVE DATE

11-20-2018

11-20-2018 10:54 AM
CITY SECRETARY
DALLAS TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Professional Service Industries, Inc. Vendor No. VS0000017524

Subject: City Hall Parking Garage Repair, Construction Material Testing Services

Lead Dept: Building Services Department

Action Requested: Authorize professional services contract with Professional Service Industries, Inc. to provide construction materials testing services for the Dallas City Hall Parking Garage slab repairs located at 1500 Marilla Street.

Contract Number:	BSD-2019-00008740	Contract Term:	11/28/18	to	09/30/19
------------------	-------------------	----------------	----------	----	----------

Background: This action will authorize the services of Professional Service Industries, Inc. to provide construction materials testing services during the execution of the structural repairs of City Hall parking garage. this selection of the firm is based on the screening committee evaluation's Memorandum 2018 Construction Materials Testing Services, Solicitation No. CIZ1728.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0671	BSD	W221		3070	BS18159	CX BSD-2019-00008740	\$27,850.00	
Financing:							TOTAL:	\$27,850.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Suppl' Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

7/1/18

[Signature]

By Department Director

11/20/2018

Date

[Signature]

Approved as to Form by City Attorney

12-3-18

Date

[Signature]

By City Manager

11/20/18

Date

CITY OF DALLAS	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186884
		EFFECTIVE DATE
		12/4/2018 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name: **Best Best & Krieger LLP** Vendor No. **VS0000075271**

Subject: **Professional Services Contract**

Lead Dept: **City Attorney's Office**

Action Requested: **Authorize a contract with Best Best & Krieger LLP to represent the City in connection with an appeal of the Federal Communication Commission's Orders on Small Cell Deployment and Moratoria. This contract shall not exceed \$15,000.**

Contract Number: **ATT-2019-00008721** Contract Term: **12/4/18 KB** to **Indefinite**

Background: **Best Best & Krieger LLP is being retained to represent the City as a member of a coalition of communities for the appeals of two Federal Communication Commission Orders in the dockets Accelerating Wireless Broadband Deployment by Removing Barriers to Infrastructure Investment (FCC WT Docket No. 17-79) and Accelerating Wireless Broadband Deployment by Removing Barriers to Infrastructure Investment (WC Docket No. 17-84), specifically the "Moratorium Order" and the "Small Cell Order." The firm will be paid on an hourly basis as provided by the engagement letter dated October 1, 2018. This contract shall not exceed \$15,000.**

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0192	ORM	3888		3033		CX ATT-2019-00008721	\$15,000.00
							-	
							-	
Financing:							TOTAL:	\$15,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

 12.3.18

 Date

 Approved as to Form by City Attorney

 12/6/2018

 Date

By City Manager

12/4/18

 Date

CITY OF DALLAS	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	
	186885	
	EFFECTIVE DATE 12/4/2018 KB	

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name:	Best Best & Krieger LLP	Vendor No.	VS0000075271
--------------	-------------------------	------------	--------------

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Best Best & Krieger LLP to represent the City in connection with participation in Implementation of Section (a)(1) of the Cable Communications Policy Act of 1984 as Amended by the Cable Television Consumer Protection and Competition Act of 1992 (FCC MB Docket 05-311). This contract shall not exceed \$10,000.

Contract Number:	ATT-2019-00008609	Contract Term:	12/4/18 KB	to	Indefinite
------------------	-------------------	----------------	------------	----	------------

Background: Best Best & Krieger LLP is being retained to represent the City as a member of a coalition of communities formed to file comments and reply comments and to engage in ex parte meetings before the FCC in connection with the Second Further Notice of Proposed Rulemaking in the docket entitled Implementation of Section (a)(1) of the Cable Communications Policy Act of 1984 as Amended by the Cable Television Consumer Protection and Competition Act of 1992 (FCC MB Docket 05-311). (Referred to as cable "In-Kind Offset" proposed rule). The firm will be paid on an hourly basis as provided by the engagement letter dated October 11, 2018. This contract shall not exceed \$10,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0192	ORM	3888		3033		CX ATT-2019-00008609	\$10,000.00
							-	
							-	
Financing:							TOTAL:	\$10,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	12.3.18 Date	 Approved as to Form by City Attorney	12/16/20 Date
 By City Manager		12/4/18 Date	

CITY OF DALLAS	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186886
		EFFECTIVE DATE 12/4/2018 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2018 DEC -6 PM 12:10
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name: Boyle & Lowry, L.L.P. Vendor No. VC15519

Subject: Professional Services Contract

Lead Dept: City Attorney's Office

Action Requested: Authorize a contract with Boyle & Lowry, L.L.P. to serve as legal counsel to the City in connection with ethics complaints filed under the City of Dallas' Code of Ethics. This contract shall not exceed \$7,500.

Contract Number: ATT-2019-00008881 Contract Term: 12/4/18 KB to Indefinite

Background: Boyle & Lowry, L.L.P. will serve as legal counsel to the City in connection with ethics complaints filed under the City of Dallas' Code of Ethics. The firm will be paid on an hourly basis as provided by the engagement letter dated November 20, 2018. This contract shall not exceed \$7,500.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0192	ORM	3888		3033		CX ATT-2019-00008881	\$7,500.00
						-	
						-	
Financing:						TOTAL:	\$7,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12-3-18 12/6/2018
 By Department Director Date Approved as to Form by City Attorney Date

12/4/2018
 By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186887

EFFECTIVE DATE

Dec 6, 2018

CITY SECRETARY
DALLAS, TEXAS
RECEIVED DEC -6 PM 12:30
186887

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Amend contract services, Supplemental Agreement No.1

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: HLP, Inc. Vendor No. 500744

Subject: Additional Chameleon and 311 Interface Services Department: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 1 to amend the contract for additional development fees for the interface between the new Customer Request Management System (311) and Chameleon software utilized by Dallas Animal Services.

Contract Number: DSV-2018-00005902 Contract Term: 10/25/2018 To 9/30/2019

Background: This action will allow Data Connection software customization, implementation, and interface services to the system. Additionally, tool will allow data to be passed and received with the new Citizen Request Management System for DAS information.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0897	DSV	3719		3070		CX DSV-201800005902	\$9,000.00
TOTAL:							\$9,000.00

Project No: Commodity Code: 92045 Financing: Data Services Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	18-5720	4/27/2018	\$23,880.00	\$0.00	\$9,000.00	37.6%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch

By Department Director

Oct 10, 2018

Don Knight

Approved as to form by City Attorney

Dec 6, 2018

DATE

SR

Joey Zapata

By Assistant City Manager

Dec 6, 2018

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186888

EFFECTIVE DATE

10/24/18 MH

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
DEC 6 2018

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: The Christmas Light Company, LLC Vendor No. VC0000006515

Subject: Urgent Need Repair Lights - Fair Park Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$48,125.00 for The Christmas Light Co., LLC. The vendor will repair the building and tree lights at Fair Park. Contact: Dee Hirsch (214) 670-8508

Contract Number: PKR-2019-00008365 Contract Term: 11/1/2018 To 1/31/2019

Background: As part of the Mayor's initiative to light up Fair Park, building and tree lights were installed throughout the park. Recent high winds and summer heat have resulted in needed repairs prior to the Holiday Season.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5206		3210		PKR-2019-00008365	\$48,125.00
TOTAL:							\$48,125.00

Project No:	Commodity Code:	91082	Financing:	Current Year		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 10.22.18 *[Signature]* Attested by: *[Signature]* 11/16/18
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature]
 By Assistant City Manager

10/24/18
 DATE
[Signature]
 Secretary

Robert Abtahi, President
Park and Recreation Board

Park and Recreation Board
REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186889

EFFECTIVE DATE

NOV 06 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Supplemental Agreement

2018 DEC -6 PM 2:11
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: White Rock Boathouse, Inc. Vendor No. _____

Subject: Supplemental Agreement Department: Park and Recreation

Action Requested: Authorize approval of the White Rock Boathouse, Inc Supplemental Use Agreement. The final 5-year renewal option in Section 5: Compensation to City identifies the following terms: Licensee shall pay the City 10% of gross receipts from boating and related use of the premises and no less than the minimum guaranteed rental amount indicated in the agreement. Contact: Shana Hamilton (214) 670-8641

Contract Number: PKR-2019-00008543 Contract Term: 12/10/2018 To 12/10/2019

Background: White Rock Boathouse, Inc. entered into a 10-year term use agreement with two 5-year renewal options, authorized by the City Council Resolution Number 03-1530 agreement with the City of Dallas Park and Recreation Department on May 28, 2003. The second and final 5-year renewal was approved by Park Board June 21, 2018.

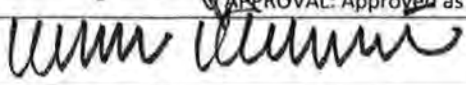
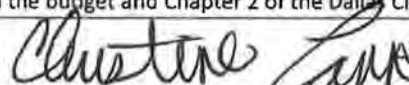
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2019-00008543	\$0.00
TOTAL:							\$0.00

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 11-02-18  Approved by: 11-26-2018
 By Department Director DATE Approved as to form by City Attorney DATE

  11/06/18 
 Robert Abtahi, President By Assistant City Manager DATE Secretary
 ORIGINAL SECRETION BOARD Park and Recreation



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186890

EFFECTIVE DATE

OCT 09 2018

CITY SECRETARY
DALLAS, TEXAS

REC-6 PM 2:13

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Susan O. Campbell dba Science Safari Vendor No. 341100

Subject: Science classes and demonstration fair Department: Park and Recreation

Action Requested: Authorize a master agreement of \$16,145.00 for Susan O. Campbell dba Science Safari. The vendor will provide a total of 72 science classes and a Science Research & Demonstration Fair. Three ninety-minute classes will be provided at 24 CDBG Outreach After School sites (see attached) and a maximum of 35 students per class ages 6-12 will be served. Contact: Marcia Olech, (214) 670-8962

Contract Number: MASC-PKR-2018-00008155 Contract Term: 1/22/2019 To 12/31/2019

Background: Request for Proposals were sent to 56 enrichment vendors, 43 were deliverable, 11 proposals were received. Proposals were reviewed and selected, based on enrichment opportunities. Park & Recreation has partnered with Susan Campbell for the past 18 years to provide a variety of science programs for the CDBG Outreach After School Program as well as a science fair in 2015 and 2016.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00008155	\$16,145.00
TOTAL:							\$16,145.00

Project No: Commodity Code: 92400 Financing: 2018-2019 CDBG funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: 10.02.18 Approved as to form by City Attorney: *[Signature]* DATE: 10/28/18

By Assistant City Manager: *[Signature]* DATE: 10/09/18 Secretary: *[Signature]* DATE: *[Signature]* ORIGINAL City Secretary Park and Recreation Board Secretary Park and Recreation Board REV 05/2017



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186891

EFFECTIVE DATE

11/16/2018 *DM*

CITY SECRETARY
DALLAS, TEXAS

NOV 16 2018 PM 4:59

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Common Threads Vendor No. _____

Subject: Cooking for Life Program Department: Library

Action Requested: Permission to enter into an agreement with Common Threads to implement their Cooking for Life program at up to 10 branch libraries. Common Threads will provide training, curriculum and supplies. Libraries will report participation to Common Threads. The program teaches nutrition and healthy eating to children and parents.

Contract Number: LIB-2019-00008573 Contract Term: 8/1/2018 To 9/30/2019

Background: Common Threads is implementing this program with a grant funded through SNAP. Children will be taught how to make their own healthy snacks, and adults will learn how to make healthy meals with ingredients that can be purchased with SNAP benefits. The program is done as an 8-part or 4-part series.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							\$0.00

Project No: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director 10.31.18 DATE

[Signature]
Approved as to form by City Attorney 12/6/2018 DATE

[Signature]
By Assistant City Manager 11/16/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186892

EFFECTIVE DATE

December 06, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY'S OFFICE
DALLAS, TEXAS
21 DEC -7 PM 12:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No *JM*

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Vital Records Holdings, LLC dba National Security & Trust/IVS Vendor No. VC19466

Subject: Consent to Assignment and Assumption of Services Contract

Lead Dept: Communication & Information Services

Action Requested: Authorize the City Manager to execute a Consent to Assignment and Assumption of the Services Contract for Media Transport, Storage and Security to assign the data protection and offsite tape storage services contract from Viital Media Security, Inc. to Vital Records Holding, LLC.

Contract Number: DSV-2019-00008631 Contract Term: to 8/31/2019

Background: A services agreement for data protection and offsite tape storage was awarded to Vital Media Security in 2016. Vital Records Control assumed responsibility of the contract after a merger with Vital Media Security as of December 18, 2017. The City received notice of the merger and has reviewed an assignment of the contract and recommends that the City approve the assignment and assumption of the contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$0.00
						-	
						-	
Financing:						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	1	16-6596	5/17/2016	\$37,074.00	\$0.00	\$37,074.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Sheila Robinson
Sheila Robinson (Dec 6, 2018)
By Department Director

12/06/18
Date

Barbara A. McAninch
Barbara A. McAninch (Dec 6, 2018)
Approved as to Form by City Attorney *BAMC*
Date

Jody Zupeta
Jody Zupeta (Dec 6, 2018)
By City Manager

12/06/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186893

EFFECTIVE DATE

11/21/18

2018 DEC -7 PM 1:38
CITY SECRETARY
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Interlocal Agreement extension

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Dallas Community College District DBA BROOKHAVEN COMMUNITY COLLEGE Vendor No. VS0000065958

Subject: Initial EMT Basic and Paramedic Training & Continuing Educ. Department: Dallas Fire-Rescue (DFR)

Action Requested: Authorize one (1) year extension to existing interlocal agreement (ILA) for EMT basic and paramedic training for DFR

Contract Number: DFD-2018-00006685 Contract Term: 1/13/2016 To 1/13/2020

Background: On January 13, 2016 City Council authorized to execute an ILA with Dallas County Community College District, by and through Brookhaven College (VS0000065958) for EMT Basic and Paramedic Training for a term of three years with two one-year renewal options in an amount not to exceed \$1,657,800. This extension will allow DFR to continue to utilize these services at the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	DFD					BVZ1514	\$0.00
TOTAL:							

Project No: BVZ1514 Commodity Code: 34045 Financing: General Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	16-0071	1/13/2016	\$1,657,800.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Coakley 11/18/18
By Department Director DATE

Don Knight 12/5/18
Approved as to form by City Attorney DATE

Jon [Signature] 11/21/18
By Assistant City Manager DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186894

EFFECTIVE DATE

11/20/18

CITY SECRETARY
DALLAS, TEXAS
PM 1:32

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Heat Pest Services, LLC Vendor No. VC19434

Subject: Invoice Payment

Lead Dept: Dallas Fire-Rescue Department

Action Requested: Authorize invoices payment for the bed bugs heat treatment

Contract Number: N/A Contract Term: N/A to N/A

Background: Clothing and furniture/beddings at Stations 51, 9, and 5 had to receive an emergency heat treatment of bed bugs after the current spraying services could not eliminate them. The bugs were found to have spread in more areas than were earlier sprayed. Operation from those stations had to be temporarily moved to closer stations for the heating treatment to be done.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFD	MAOI		3210		-	\$8,300.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director Date 11/16/2018

[Signature]
Approved as to Form by City Attorney Date 12/5/18

[Signature]
By City Manager Date 11/20/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186895

EFFECTIVE DATE

December 05, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
DEC -7 PM 3:04

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Computronix (U.S.A.), Inc.	Vendor No.	502997
Subject:	Change Orders to POSSE System	Department:	Communication & Information Services

Action Requested:	Authorize Supplemental Agreement No. 19 to the Permit One Stop Solution Engine (POSSE) land management system contract to allow for change requests to the scope of work various projects.		
Contract Number:	DSV-2016-00000880	Contract Term:	11/1/2018 To 5/31/2019

Background:

This change request (1) provides data conversion oversight and support for the Code Case Management System; (2) allows the acceptance of a credit resulting from a change in functionality of the Code Case Management System; and (3) provides operational support to City staff who support POSSE.

*This action allows for a statement of work (SOW) to be added to the contract. A delivery order (DO) will be issued for services procured against the contract master agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						MA-BUZ1427	\$0.00
TOTAL:							\$ 0.00

Project No:	Commodity Code:	Financing:	Current Funds			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
19	14-1669	10/8/2014	\$3,294,830.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Hugh Miller
Hugh Miller (Nov 6, 2018)
By Department Director
11/06/18
DATE

Don Knight
Don Knight (Dec 7, 2018)
Approved as to form by City Attorney
12/07/18
DATE

Joy Zabala
Joy Zabala (Dec 5, 2018)
By Assistant City Manager
12/05/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186896

EFFECTIVE DATE

12/05/18 kw

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: OMNI HOTEL DOWNTOWN DALLAS Vendor No. VC0000009473

Subject: HOTEL ROOMS FOR FIRE CAPTAIN ALTERNATE ASSESSMENT CENTER Department: CIVIL SERVICE

Action Requested: AUTHORIZATION TO PAY VENDOR FOR 5 HOTEL ROOMS FOR THE ALTERNATE FIRE CAPTAIN ASSESSMENT CENTER SCHEDULED FOR DECEMBER 12-14, 2018.

Contract Number: CVS-2018-00008884 Contract Term: 12/12/2018 To 12/14/2018

Background: THE CIVIL SERVICE DEPARTMENT CONDUCTS ASSESSMENT CENTERS FOR THE FIRE CAPTAIN AS PART OF THE PROMOTIONAL PROCESS FOR DALLAS FIRE-RESCUE. CIVIL SERVICE DEPARTMENT PROVIDES ACCOMMODATION FOR ALL THE ASSESSORS AND THE CONSULTANT DURING THE ASSESSMENT CENTER.

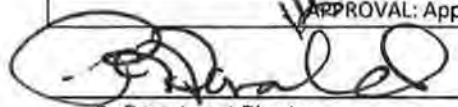
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	HS00	DF03	3090		CX-CVS-2018-00008884	\$1,805.50
TOTAL:							\$1,805.50

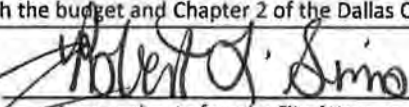
Project No:	Commodity Code:	97130	Financing:			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

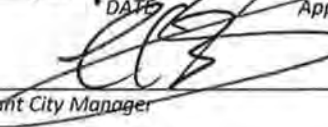
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 12/4/18 DATE
 By Department Director

 12/5/18 DATE
 Approved as to form by City Attorney

 12/5/18 DATE
 By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186897

EFFECTIVE DATE

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
DEC 10 PM 3:06

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Triad Marine & Industrial Supply, Inc. Vendor No. 357118

Subject: Swift Water Boats Repairs

Lead Dept: Dallas Fire-Rescue

Action Requested: Authorize repair services for the swift water boats.

Contract Number: DFD-2018-00008931 Contract Term: 11/01/2018 to 10/02/2020

Background: Dallas Fire-Rescue provides water emergency response throughout the City of Dallas. Triad Marine & Industrial Supply, Inc. is the sole contracted and authorized Military and Professional Dealer and Service Facility in the State of Texas (see attached letter). Currently DFR has three Zodiac 420 boats, six Zodiac 380 boats and 4 Avon boats strategically located at various stations (31, 34, 35, 48, 50, 54, 56) that are primary water rescue resources. The rescue boats are required to be at state of readiness. The appropriated funds will only be paid after satisfactory boat repair and invoices submitted by Triad Marine.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFD	HS04		3110		-	\$46,211
						-	
						-	
Financing: General Funds						TOTAL:	\$46,211

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

David Cooney
By Department Director

12/6/18
Date

Don Knight
Approved as to Form by City Attorney

12/5/18
Date

Jim Jones
By City Manager

12/6/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186898

EFFECTIVE DATE

Dec 4, 2018

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 10 AM 11

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	GreaterGood.org	Vendor No.	VS98085
Subject:	The Jackson Galaxy Project's Cat Pawsitive Program - training	Department:	Dallas Animal Services

Action Requested:	Authorizethe the acceptance of a donation of the Summer 2018 Cat Pawsitive training program with GreaterGood.org		
Contract Number:	DAS-2018-00006776	Contract Term:	1/7/2019 To 4/12/2019

Background: The Jackson Galaxy Cat Pawsitive Program is a training program designed to maintain and improve the quality of life of the cats in our care. It will shorten the length of stay for the cats in the program, and increase adoptions of adult cats - some of those categorized as "harder to adopt". It will also get staff and volunteers engaged more deeply. Additionally, our successes will be featured in social media and press supported by the Jackson Galaxy/Greater Good organization; so it is good potential for positive press to highlight how much DAS cares about the welfare of the animals in its care.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00 LPH
TOTAL:							0.00

Project No:	Commodity Code:	Financing:	No cost consideration
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount
		Total Previous Change Orders	Change Amount Including this Order
			Total Change Order Percentage
			%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director
Nov 29, 2018
DATE

Approved as to form by City Attorney
Dec 7, 2018
DATE

By Assistant City Manager
Dec 4, 2018
DATE

A.H.



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186899

EFFECTIVE DATE

12/6/18

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
NOV 10 PM 3:00

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	PraxAir Distribution	Vendor No.	509584
Subject:	Medical Oxygen	Department:	Dallas Fire-Rescue

Action Requested: Authorize rental services for the medical oxygen in bottles in the amount of \$49,908.50.

Contract Number:	DFD-2019-00008835	Contract Term:	12/1/2018	To	10/1/2019
------------------	-------------------	----------------	-----------	----	-----------

Background: The current master agreement # BD1227 expired on 10/23/2018 and did not include the M-size medical bottles. Effective 2016 ambulance purchase include the M-size to fit the new ambulance specs. Office of Procurement Services is processing a new solicitation that will includes the M-size bottles. This AA authorization allows DFR to continue the rental services of this critical item for the emergency operation.




FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	MA01	DF08	3099			\$49,908.50
TOTAL:							\$49,908.50

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director 12/6/18 DATE
 Approved as to form by City Attorney 12/10/18 DATE
 By Assistant City Manager 12/6/18 DATE



ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186907

EFFECTIVE DATE

12/6/18

RECEIVED
 DEC 10 PM 3:00
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Certification and testing fees

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Texas Commission on Fire Protection	Vendor No.:	214937
Subject:	Certification and Testing Fees	Department:	Dallas Fire-Rescue

Action Requested: Authorize the payment of annual certification and testing fees to the Texas State Commission on Fire Protection for the appropriate certification levels of each uniformed Fire-Rescue Department employee in the amount of \$49,980.00

Contract Number:	: DFD-2019-00008780	Contract Term:	12/1/2018	To	12/1/2020
------------------	---------------------	----------------	-----------	----	-----------

Background: The Texas Commission on Fire Protection (TCFP) was created in 1969 by the 61st Legislature. TCFP is the sole state agency authorized to certify fire protection training and education programs as having attained the minimum standards promulgated by the commission. The Commission sets and collects a fee for each certificate and recruit testing. The Commission requires a certification fee for all firefighters, aircraft rescue firefighting crews, fire inspectors, fire investigators, and fire instructors and a testing fee for recruits.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	TR00	DF07	3099			\$49,980.00
TOTAL:							\$49,980.00

Project No.:	Commodity Code:	Financing:
Change Order No.	Original CR/AA No.	Original CR/AA Date
	Original CR/AA Amount	Total Previous Change Orders
	Change Amount Including this Order	Total Change Order Percentage
		%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	12/6/18 DATE	 Approved as to form by City Attorney	12/10/18 DATE
 By Assistant City Manager	12/6/18 DATE		



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186908

EFFECTIVE DATE

11.9.18 MAC

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS
DEC 10 PM 4:37

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No MAC
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Commemorative Air Force Vendor No. VS86790

Subject: Reimbursement for Storage Fees

Lead Dept: AVI

Action Requested: Authorize Administrative Action to pay for reimbursement of storage fees.

Contract Number: AVI-2019-00008655 Contract Term: 11/7/2018 to 11/6/2019

Background: The City of Dallas is constructing a new helicopter hangar for DPD at Dallas Executive Airport. After the relocation, the old hangar was to go to Commemorative Air Force (CAF) for its use. Due to project delays, CAF experienced storage expenses in lieu of having the hangar space.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7722	AV09	3099		CX- AVI-2019-00008655	\$45,686.86
						-	
						-	
Financing: FY2019 Operating Funds						TOTAL:	\$45,626.86

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

[Signature] 11/8/18
Date

[Signature] 12/7/18
Approved as to Form by City Attorney Date

[Signature]
By City Manager Date 11/9/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186909

EFFECTIVE DATE

December 06, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 DEC 10 PM 5
 CITY SECRETARIAL
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)

Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: **THE FLAME FOUNDATION** Vendor No. VS0000043189

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present performances and workshops directed by the Office of Cultural Affairs that use different choreography, techniques and forms of flamenco and Spanish dance, ranging from traditional to contemporary styles, which can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2018-00008134 Contract Term: 12/7/18 To 12/31/18

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,500.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2018-00008134	\$4,500
TOTAL:							\$4,500

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jan Saaja
 By Department Director

Dec 6, 2018

DATE

Heather Silver
 Approved as to form by City Attorney

Dec 7, 2018

DATE

Joseph P. ...
 By Assistant City Manager

Dec 6, 2018

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186910

EFFECTIVE DATE

December 05, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2018 DEC 10
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	ALEXANDRA AXON	Vendor No.	VS98972
--------------	----------------	------------	---------

Subject:	Professional Services	Department:	Office of Cultural Affairs
----------	-----------------------	-------------	----------------------------

Action Requested: Consultant shall provide a project entitled "Avant To Leave This Planet". This project consists of a four-night run at the Texas Theater of an immersive performance art review. Workshop will be available for professional and aspiring artists before the shows. Each artist will perform five times in front of five different audiences. Performances will be vaudeville-style, and they will be open to the public. This project will provide citizens of Dallas with an educational experience to a historically underrepresented art medium. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2019-00008383	Contract Term:	12/7/18	To	2/28/19
------------------	-------------------	----------------	---------	----	---------

Background: The fee for this service is **\$7,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,750.00** of the total awarded amount upon completion of deliverables one through four, and one (1) payment of 50%, or **\$3,750.00**, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	OCA	4880		3089	CPF	MASC - OCA-2019-00008383	\$7,500
	TOTAL:							

Project No:		Commodity Code:	96207	Financing:	Current Funding
-------------	--	-----------------	-------	------------	-----------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
 Jennifer Scripps (Dec 5, 2018)
 By Department Director

Dec 5, 2018
 DATE

Heather Silver
 Heather Silver (Dec 5, 2018)
 Approved as to form by City Attorney

Dec 6, 2018
 DATE

[Signature]
 By Assistant City Manager

Dec 5, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186911

EFFECTIVE DATE

11/02/2018 *BM*

RECEIVED 11 AM 9:59
CITY SECRETARY
DALLAS TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No *BM*

Vendor Name: Customer Expressions Corp Vendor No. VC19339

Subject: iSight Case Management Software Department: Human Resources

Action Requested: Authorize the implimentation of the iSight case management software.

Contract Number: PER-2019-00008303 Contract Term: To

Background: The Human Resource (HR) department currently has three separate legacy databases for tracking internal HR investigations, employee relation matters and grievances with no reporting capabilities. This software will replace these databases and streamline processes for intake, investigation management and reporting for employee relations matters and grievances. In addition, by replacing the three databases and contracting with iSight will result in approximately a \$350,000 savings to the city over three years.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	PER	1432		3099		PER-2019-00008303	\$49,950.00
TOTAL:							<i>\$49,950.00</i>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

11/2/2018
DATE

[Signature]
Approved as to form by City Attorney

12/11/2018
DATE

[Signature]
By Assistant City Manager

11/2/2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186912

EFFECTIVE DATE

11/30/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
NOV 11 AM 10:12

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: DPC Industries, Co. Vendor No. 267202

Subject: Liquid Sodium Hypochlorite (Bleach)

Lead Dept: Dallas Water Utilities

Action Requested: Extend the master agreement for Liquid Sodium Hypochlorite (Bleach) for a period of 3 months while procurement prepares to re-bid this item.

Contract Number: POM-2017-00001655 Contract Term: 01/25/2018 to 04/25/2019

Background: On January 25, 2017 Council authorized a two-year term master agreement for the purchase of liquid sodium hypochlorite (bleach) with DPC Industries Inc. (267202) in the amount of \$260,505.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing:						TOTAL:	0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	N/A	17-0182	01/25/2017	\$260,505.00	N/A	\$ 0.00	N/A%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: 11/28/18 Date

Approved as to Form by City Attorney: 12/7/18 Date

By City Manager: 11/30/18 Date
ACM Majeed AL-Ghaifry

CITY OF DALLAS	<h1 style="margin:0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	
	186913	
	EFFECTIVE DATE	
		12/10/18 KB

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 DEC 1 AM 11:45

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name:	Abounding Prosperity Incorporated	Vendor No.	VS0000010641
Subject:	SAMHSA Grant		
Lead Dept:	City Attorney's Office		

Action Requested: Authorize a contract between the City of Dallas and Abounding Prosperity Incorporated to provide health related screenings and counseling to program participants in the South Dallas Drug Court. This contract shall not to exceed \$5,000.

Contract Number:	ATT-2019-00008939	Contract Term:	10/1/18	to	9/30/19
------------------	-------------------	----------------	---------	----	---------

Background: On September 27, 2017, City Council by Council Resolution No. 17-1534 authorized a grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination. Under this contract Abounding Prosperity Incorporated will provide health related screenings and counseling to participants in the SAMHSA Adult Drug Court Program at the South Dallas Drug Court. This contract shall not exceed \$5,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F503	ATT	2051		3070		CX ATT-2019-00008939	\$5,000.00
Financing:						TOTAL:	\$5,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12.7.18

12/10/18

Date
Approved as to Form by City Attorney
Date

12/10/18

Date

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186914
		EFFECTIVE DATE 12/10/18 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETAR
DALLAS, TEXA
NOV 11 AM 11:45

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name:	Squire Patton Boggs (US) LLP	Vendor No.	VC19055
Subject:	Professional Services Contract		
Lead Dept:	City Attorney's Office		


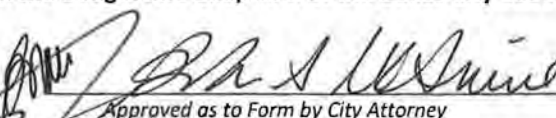

Action Requested:	Authorize a contract with Squire Patton Boggs (US) LLP to represent City of Dallas Employee Sheneice Hughes, in an ethics complaint filed by Terrance S. Welch. This contract shall not exceed \$4,500.						
Contract Number:	ATT-2019-00008937	Contract Term:	12/10/18 KB	to	Indefinite		

Background: Squire Patton Boggs (US) LLP is being retained to represent City of Dallas Employee Sheneice Hughes, in an ethics complaint filed by Terrance S. Welch before the City of Dallas Ethics Advisory Commission. The firm will be paid on an hourly basis per the attached engagement letter dated November 27, 2018. This contract shall not exceed 4,500.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
		0192	ORM	3888		3033		CX ATT-2019-00008937	\$4,500.00
							-		
							-		
Financing:								TOTAL:	\$4,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
							\$ 0.00

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


12-7-18

12/10/2018
 By Department Director Date Approved as to Form by City Attorney Date

12/10/2018
 By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION
186915
EFFECTIVE DATE
12-10-18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY'S
 OFFICE
 DALLAS, TEXAS
 DEC 11 PM 1:25

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Fred's Stores of Tennessee, Inc. Vendor No. VS98989

Subject: Chapter 380 Economic Development Grant Agreement

Lead Dept: Office of Economic Development

Action Requested: Authorize a Chapter 380 Economic Development Grant Agreement with Fred's Stores of Tennessee, Inc. under Section 380.001 of the Texas Local Government Code and the City's Program for Loans and Grants (Public/Private Partnership Program) in an amount not to exceed \$50,000 (one-time payment) to support and encourage the out-of-state relocation of significant corporate office operations from Memphis, Tennessee to Dallas.

Contract Number: ECO-2018-00007711 Contract Term: December 2018 to June 2030

Background: Over the past year, the Office of Economic Development has been actively recruiting Fred's to relocate their corporate office from Tennessee to Dallas. Fred's operates approximately 600 stores and 360 pharmacies in 15 states. Fred's is currently #942 on the Fortune 100 list.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0352	ECO	9992	PPPF	3016		CX- ECO-2018-00007711	50,000.00	
						-		
						-		
Financing:							TOTAL:	50,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director
 By City Manager
 Approved as to Form by City Attorney
 Date: 12/10/18
 Date: 12/10/18
 Date: 12/10/18
 S.C.



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186916

EFFECTIVE DATE

9-9-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: SB Friedman Development Advisors Vendor No. VS0000039785

Subject: Consulting Services Department: OED

Action Requested: Please prepare a service agreement between COD and SB Friedman for consulting services related to the University Hills mixed use development.

Contract Number: ECO-2018-00008045 Contract Term: 9/18/2018 To 9/18/2019

Background: The City would like to engage SB Friedman to perform consulting services for the University Hills mixed use development. All expenses will be paid by the developer; the City will have no financial liability.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Robin Matthews
By Department Director

9/18/18
DATE

[Signature]
Approved as to form by City Attorney
12/10/18
DATE

[Signature]
By Assistant City Manager
9/19/18
DATE



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186917

EFFECTIVE DATE

12-5-18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2018 DEC 11 10:55 AM
 CITY SECRETARY
 DALLAS TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: The Real Estate Council, Inc. Vendor No. 246276

Subject: 2019 Membership Renewal

Lead Dept: Office of Economic Development

Action Requested: Approval of 2019 Membership renewal to the Real Estate Council, Inc. for: T.C. Broadnax, Courtney Pogue, Robin Bentley and Kevin Spath.

Contract Number: ECO-2019-00008781 Contract Term: 01/01/2019 to 12/31/2019

Background: The Real Estate Council, Inc. (TREC)'s "Mission is to cultivate relationships in the commercial real estate industry to catalyze community investment, influence policy, propel careers and develop the leaders of tomorrow." They "believe relationships are the lifeblood of career success, civic responsibility and community investment."

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164		3340		- CX-ECO-2019-00008781	4,500.00	
						-		
						-		
Financing:							TOTAL:	4,500.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

11/21/18
Date

Approved as to Form by City Attorney
12/5/18
Date

By City Manager
12/5/18
Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186918

EFFECTIVE DATE

12/05/2018 *AK*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 DEC 11 PM 3:45
 CITY SECRETARIAL
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Newsbank, Inc. Vendor No. 066251

Subject: Online Dallas Morning News Historical Archive

Lead Dept: Library

Action Requested: Authorize a two-year agreement and payment to Newsbank, Inc. for hosting and access to the Dallas Morning News Historical Archives, total cost of \$40,348.00.

Contract Number: LIB-2019-00008896 Contract Term: 12/1/2018 to 11/30/2020

Background: On June 26, 2013, Dallas City Council approved a five-year agreement with Newsbank, Inc. for the purchase of a perpetual license to the Dallas Morning News Historical Archives and online hosting of the archive database. This database includes over 2 million pages of full-image digital archives from 1885-1985 which Library customers have access to for free with their library card. Authorization is requested to execute a two-year agreement with Newsbank for access to the online archive through the Library's website.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		3341		MASC LIB-2019-00008896	\$19,886.00	
0001	LIB	5392		3341		MASC LIB-2019-00008896	\$20,462.00	
Financing:							TOTAL:	\$40,348.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director
By Department Director

12.04.18
Date

Approved as to Form by City Attorney
Approved as to Form by City Attorney
12/11/2018
Date

By City Manager
By City Manager

12-5-18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186919

EFFECTIVE DATE

12.8.18 MAC

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
2018 DEC 12 PM 4:09
CITY SECRETARY
DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: National Business Associations Vendor No. VC000009211

Subject: NBAA Schedulers & Dispatchers Conference 2019

Lead Dept.: AVI

Action Requested: Authorize Administrative Action to pay invoice for Basic Booth space at the NBAA Conference. The booth space totals in an amount not to exceed \$2,425.00

Contract Number:	AVI-2019-00008955	Contract Term:	12/7/2018	to	9/30/2019
------------------	-------------------	----------------	-----------	----	-----------

Background: Aviation attends the NBAA for various conferences. NBAA is hosting the Schedulers and Dispatchers Conference and all booth space is provided by the vendor. Aviation is a booth space for the advertising of Dallas Love Field. Invoice for the booth is not to exceed \$2,425.00

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7731	AV09	3070		CX-AVI-2019-00008955	\$2,425.00	
						-		
						-		
Financing:						FY2019 Operating Funds	TOTAL:	\$2,425.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%


APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

12/7/18
Date

[Signature] 12/11/18
Approved as to Form by City Attorney Date

[Signature]
By City Manager Date 12/08/18

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186920
		EFFECTIVE DATE

RECEIVED
 DEC 12 PM 4:14
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Universal Protection Service, LP dba Allied Universal Security Services Vendor No. VC16387

Subject: Security Services

Lead Dept: OPS

Action Requested: Authorize a service contract (SC) extension of one (1) year

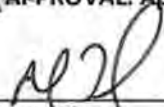
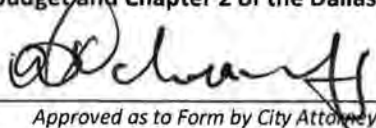

Contract Number:	POM-2019-00008293	Contract Term:	7/31/2015	to	7/30/2020
------------------	-------------------	----------------	-----------	----	-----------

Background: On 6/17/2015 City Council awarded a 4-year SC with Allied Barton Security Services, LLC (VS0000019041) to provide security services in the amount of \$39,502,030.58, by Res. No. 15-1259 from Sol. No. BVZ1506. Effective 10/27/2016 SC was assigned to Universal Protection Service, LP dba Allied Universal Security Services. This extension will allow the City to continue to purchase these services.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
Funding:							-	\$0.00 ^{add}	
							-		
							-		
Financing:		General Funds					TOTAL:		

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	2	15-1259	6/17/2015	\$39,502,030.58	0	\$39,502,030.58	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	11/12/19 Date	 Approved as to Form by City Attorney	12-12-18 Date
	 By City Manager	11/15/18 Date	



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186921

EFFECTIVE DATE

November 30, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2018 DEC 13 AM 9:04
 CITY SECRETARIS
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)

Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes No

Vendor Name: La'Kisha Hollmon-Griffin Vendor No. VC19395

Subject: Cultural Services - SDCC Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of La'Kisha Hollmon-Griffin for a dance performance and workshop on March 30, 2019 at 2p at the South Dallas Cultural Center Black Box Theater. entitled AL TAW'AM: THE MOVEMENT for South Dallas Cultural Center March 30 at 7:30pm, and (2) community dance workshops March 26 and March 28.

Contract Number: OCA-2019-00008707 Contract Term: 1/8/2019 To 3/30/2019

Background: AL TAW'AM: THE MOVEMENT, is a collection of dance movements that blend African and Hip-Hop Dance aesthetic (75 minute performance). Workshops will be centered on African Dance and/or Hip-Hop Dance and free of charge. The fee for this service will not exceed \$4,250.00. Consultant understands that the city of Dallas will pay Consultant in two (2) installments of \$2,000.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$2,250.00 within 30 days of completion of service and receipt of final invoice. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		OCA-2019-00008707	\$4,250.00
TOTAL:							\$4,250.00

Project No: Commodity Code: 96104 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

Nov 29, 2018
 DATE

Approved as to form by City Attorney

Dec 11, 2018
 DATE

By Assistant City Manager

Nov 30, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

1-86922

EFFECTIVE DATE

November 09, 2018

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
DEC 13 AM 9:04

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Thomas Jefferson Foundation, Inc.	Vendor No.	
--------------	-----------------------------------	------------	--

Subject:	Jefferson and Slavery at Monticello (3 Party Agreement)	Department:	Office of Cultural Affairs
----------	---	-------------	----------------------------

Action Requested: Authorization to execute a 3-party agreement between the City, Thomas Jefferson Foundation, Inc. and Foundation For African-American Art for services related to the "Jefferson and Slavery at Monticello: Paradox of Liberty" exhibition at the African American Museum at Fair Park.

Contract Number:	OCA-2019-00007341	Contract Term:	9/22/2018	To	1/2/2019
------------------	-------------------	----------------	-----------	----	----------

Background: Works of Art will be on public display at the Museum of African-American Life and Culture (the "Museum") located at 3536 Grand Avenue, Dallas, Texas 75210 for the benefit of Dallas residents and visitors from September 22, 2018 through January 2, 2019

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	OCA	4888	CA01	3089		CX OCA-2019-00007341	\$40,000.00
TOTAL:								\$40,000.00

Project No:		Commodity Code:	96207	Financing:	General Fund
-------------	--	-----------------	-------	------------	--------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
By Department Director

Nov 9, 2018
DATE

Barbara Minton
Approved as to form by City Attorney

Dec 12, 2018
DATE

John Brown
By Assistant City Manager

Nov 9, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186923

EFFECTIVE DATE

December 10, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
DEC 13 AM 5:15
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered?

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **OLLIMPAXQUI BALLET COMPANY, INC.** Vendor No. 344347

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present performances and workshops as directed by the Office of Cultural Affairs that use performance in the tradition of folklorico dance and showcasing the customs of Mexico, Central and South America which can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2018-00008121 Contract Term: 12/11/18 To 12/31/18

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$3,900.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2018-00008133	\$3,900
TOTAL:							\$3,900

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
By Department Director

Dec 10, 2018
DATE

mpd
Approved as to form by City Attorney

Dec 12, 2018
DATE

[Signature]
By Assistant City Manager

Dec 10, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186924

EFFECTIVE DATE

8-13-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
2018 DEC 13 AM 9:44
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: American Public Media (APM) Vendor No. VC0000008481

Subject: Program Rights Department: Office of Cultural Affairs

Action Requested: WRR is requesting authorization on a contract between the City of Dallas/WRR and American Public Media (APM) to air the Program Pipedreams®.

Contract Number: OCA-2018-00007348 Contract Term: 1/1/2019 To 12/31/19

Background: APM produces and distributes classical concerts from symphonies all over the world. WRR provides these programs to listening audience on Sunday nights from 10PM to 11PM. The program is back on the air by popular audience demand. Pipedreams® is sponsor by the client: FW and DAL AGO (Fort Worth and Dallas Americans Guild of Organists)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0140	OCA	1067		3074		(CX)OCA-2018-00007348	\$3,114.00
TOTAL:							\$3,114.00

Project No: Commodity Code: 91514 Financing: CY MR FUNDS

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Janifer Saigo
By Department Director

8/10/18
DATE

[Signature]
Approved as to form by City Attorney

12/11/18
DATE

[Signature]
By Assistant City Manager

8-13-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186925

EFFECTIVE DATE

12/12/2018 *PKL*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 DEC 13 AM 9:04

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Dallas County Texas Vendor No. 014003

Subject: Household Hazardous Waste

Lead Dept: Department of Sanitation Services

Action Requested: Approve execution of contract for continuation of the Interlocal Agreement with Dallas County to address costs associated with the collection and disposal of household hazardous waste (HHW) originating in the City of Dallas for a twelve-month period in an amount not to exceed \$918,344.16, approved by City Council Resolution 171843 on December 13, 2017 (attached) and appropriated in the FY 18-19 Sanitation Budget, as required by the Resolution.

Contract Number: CX-SAN-2018-0004552 Contract Term: 10/1/2018 to 09/30/2019

Background: Since August 24, 1994, Dallas City Council Resolution 94-3064 first authorized an Interlocal Agreement with Dallas County to undertake a variety of activities necessary to coordinate planning and implementation of an HHW collection system and approved annual renewal, subject to annual appropriations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	\$ 0.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

K. Hing 12-4-18 *PKL* *Shirley A. McDaniel* 12/13/2018
 By Department Director Date Approved as to Form by City Attorney Date
Joseph 12/12/18
 By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186926

EFFECTIVE DATE

11/12/18 MHT

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 2018 DEC 13 PM 4:15
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Eagle Audio/Visual Inc Vendor No. VS0000031785

Subject: Cotton Bowl Audio Visual Production Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$3,000.00 for Eagle Audio/Visual, Inc. The vendor will provide the audio console for the First Responders Bowl on 12/26/2018, to include event production, public address announcer, coordinate frequency for tv & radio, coordinate half time ceremony, game officials, and maintain and operate numerous audio and video systems throughout the stadium.

Contract Number: PKR-2019-00008356 Contract Term: 12/1/2018 To 12/31/2018

Background: Eagle Audio provides audio, visual, and lighting services for a wide variety of events including concerts, sporting events, and festivals for the Cotton Bowl Stadium, State Fair of Texas, the Cotton Bowl Athletic Association and numerous others in the DFW Metroplex. Eagle Audio/Visual has operated the Cotton Bowl audio system for the past several years. Contact Nick Casey (214) 939-2210.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5208		3415		PKR-2019-00008356	\$3,000.00
TOTAL:							\$3,000.00

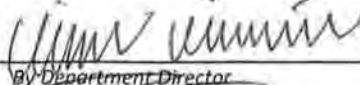
Project No: Commodity Code: 98547 Financing: 18-19 Funds

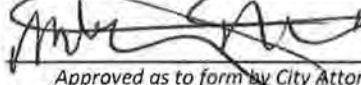
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%


M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

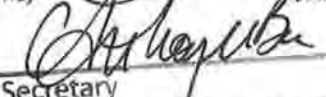
Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 11.08.18 DATE
 By Department Director

 12/3/18 DATE
 Attested by: Approved as to form by City Attorney

 11/12/18 DATE
 By Assistant City Manager

 DATE
 Secretary

Robert Abtahi, President
 Park and Recreation Board
 ORIGINAL - City Secretary

Park and Recreation Board
 REV 05/2017



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186927

EFFECTIVE DATE

NOV 21 2018

RECEIVED
 2018 DEC 3 PM 4:05
 CITY SECRETARY
 DALLAS, TEXAS

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Williams Scotsman Vendor No. 339913

Subject: Storage and Office Rental

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$11,884.52 for Williams Scotsman, Inc. The vendor provided portable office space at three Park Maintenance Districts (services rendered)
Contact: Bobby Cano (214) 671-0422

Contract Number:	PKR-2019-00008592	Contract Term:	12/1/18	to	3/1/19
------------------	-------------------	----------------	---------	----	--------

Background: Acton Mobile Industries sold the local government division of their company to Williams Scotsman. It is necessary to create an agreement to pay for services rendered to Williams Scotsman.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5090		3072		CX PKR-2019-00008592	\$7,434.00
0001	PKR	5142		3072		CX PKR-2019-00008592	\$2,219.60
0001	PKR	5010		3072		CX PKR-2019-00008592	\$2,230.92
Financing: Current Fiscal Year						TOTAL:	\$11,884.52

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 11.19.18
By Department Director Date

[Signature] 11-28-18
Approved as to Form by City Attorney Attested by: Date

[Signature]
Robert Abtahi, President
Park and Recreation Board

[Signature] 11/21/18
By City Manager Date

[Signature]
Secretary
Park and Recreation Board



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186928

EFFECTIVE DATE

12/17/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC 18 AM 10:11

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Big City Crushed Concrete Vendor No. 268069

Subject: Asphalt Millings for McCommas Bluff Landfill

Lead Dept: Department of Sanitation

Action Requested: Authorize ratification of asphalt millings purchase for McCommas Bluff Landfill.

Contract Number:	SAN-2019-00008435	Contract Term:	09/04/2018	to	09/04/2018
------------------	-------------------	----------------	------------	----	------------

Background: McCommas Bluff Landfill identified asphalt millings as an effective material used in road repairs. The asphalt millings are instrumental in providing safe pathways for the McCommas Bluff Landfill customers (approximately 1300 daily). Prior to this purchase, this material was obtained from Dallas County at no cost. The County found an alternate use for their millings and discontinued our ability to receive the material.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0440	SAN	3591		2510		- SAN-2019-00008435	48,891.23	
						-		
						-		
Financing:							TOTAL:	48,891.23

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 12-7-18  12/18/2018
 By Department Director Date Approved as to Form by City Attorney Date
 12/17/18
 By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186929

EFFECTIVE DATE

12/13/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached);
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY'S
OFFICE
DALLAS, TEXAS
DEC 13 PM 4:30

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: The Dallas Morning News Inc Vendor No. 028774

Subject: DPD Marketing/Branding Campaign

Lead Dept: Dallas Police Department

Action Requested: Authorize a contract with The Dallas Morning News, Inc to develop a professional marketing and advertising campaign to attract police officer candidates and develop a long-term strategy to realize the department's hiring goals.

Contract Number: DPD-2019-00008733 Contract Term: to

Background: The Dallas Police Department sought proposals for the development of a "quick wins" professional marketing and advertising campaign to attract candidates for the position of police officer and to develop a long-term strategy to assist the department's hiring goals. The Dallas Morning News Inc will develop content for a targeted marketing and branding campaign, identify gaps in the department's existing strategy, and assist in the development of new and measurable alternative strategies to achieve hiring goals.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DPD	2115		3320		CX - DPD-2019-00008733	35,000.00
						-	
						-	
Financing:						TOTAL:	

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

11/30/18
Date

By City Manager

Don Knight
Approved as to Form by City Attorney

12/6/18
Date

12/13/18
Date

Memorandum

RECEIVED

2019 JAN 31 AM 8:32

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE January 11, 2019

TO Bilierae Johnson, City Secretary

SUBJECT **Correction to Administrative Action #18-6930**

This is the first correction to the subject Administrative Action.

The subject Administrative Change Order was approved on 12/10/2018 authorized in the construction contract with Oncor Electric Delivery Company LLC.

Change(s) is/are needed to correct:

Unit currently reads VB76; should read VB77

Current:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V00	PKR	VB76	AQFC	4010	PK17VB77	PKR-2019-00008927	\$5,744.03

Correction:

FUNDING

FUND	DEPT	UNIT	ACTV.	OBJ	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V00	PKR	VB77	AQFC	4010	PK17VB77	PKR-2019-00008927	\$5,744.03

Please make the necessary corrections to your records.

Thank you,

Willis C. Winters, FAIA, Director
Park and Recreation Department

C: Project Manager
Project File

8/1/31/19

OFS: Approved Denied Is ATT Approval Needed? Y N

OFS: _____ 1/30/2018
Signature Date

Matthew Aued
Print Name

ATT: Approved Denied

Assistant City Attorney: _____
Signature Date

Print Name



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186930

EFFECTIVE DATE

DEC 10 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oncor Electric Delivery Company LLC Vendor No. 399181

Subject: Electrical Delivery to Nash Davis Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to new sprayground by Oncor.



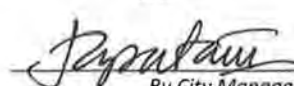
Contract Number: PKR-2019-00008927 Contract Term: N/A to N/A


Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V00	PKR	VB76	AQFC	4010	PK17VB77	CX- PKR-2019-00008927	\$5,774.03	
Financing: 2017 Bond Fund – Park and Recreation Facilities (B)							TOTAL:	\$5,774.03

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 12-07-18  12-12-18
 By Department Director Date Approved as to Form by City Attorney Date
 12/10/18
 By City Manager Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186931
		EFFECTIVE DATE

DEC 10 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETAR
 DALLAS, TEXAS
 2018 DEC 17 AM 9:01

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oncor Electric Delivery Company LLC Vendor No. 399181

Subject: Kleberg – Ryle Sprayground- Electrical Delivery to Kleberg Rylie Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to new sprayground by Oncor

Contract Number:	PKR-2019-00008926	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VK14	AQFC	4010	PK17VK14	CX- PKR-2019-00008926	\$6,617.97
Financing: 2017 Bond Fund – Park and Recreation Facilities (B)						TOTAL:	\$6,617.97

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

^{12.6.18} APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12-07-18
 By Department Director Date

[Signature] 12-12-18
 Approved as to Form by City Attorney Date

[Signature] 12/10/18
 By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186932

EFFECTIVE DATE

DEC 10 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2018 DEC 14 PM 1:14
 CITY SECRETARY
 DALLAS, TEXAS

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oncor Electric Delivery Company LLC Vendor No. 399181

Subject: Electrical Delivery to Jaycee Zaragoza Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to new sprayground by Oncor

Contract Number:	PKR-2019-00008925	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB76	AQFC	4010	PK17VB76	CX- PKR-2019-00008925	\$5,640.16
						-	
						-	
Financing: 2017 Bond Fund – Park and Recreation Facilities (B)						TOTAL:	\$5,640.16

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12-07-18
By Department Director Date

[Signature] 12-12-18
Approved as to Form by City Attorney Date

[Signature] 12/10/18
By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186933

EFFECTIVE DATE

DEC 10 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 2018 DEC 14 PM 4:05

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oncor Electric Delivery Company LLC Vendor No. 399181

Subject: Electrical Delivery to Grauwylar Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to new sprayground by Oncor

Contract Number:	PKR-2019-00008923	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB42	AQFC	4010	PK17VB42	CX- PKR-2019-00008923	\$13,875.96
Financing: 2017 Bond Fund – Park and Recreation Facilities (B)						TOTAL:	\$13,875.96

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12-07-18 12-12-18
 By Department Director Date Approved as to Form by City Attorney Date

12/10/18
 By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186934

EFFECTIVE DATE

DEC 10 2018

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
DEC 11 PM 4:52

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Oncor Electric Delivery Company LLC	Vendor No.	399181
--------------	-------------------------------------	------------	--------

Subject: Electrical Delivery to Timberglen Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to new sprayground by Oncor.

Contract Number:	PKR-2019-00008928	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V00	PKR	VK66	AQFC	4010	PK17VK66	CX- PKR-2019-00008928	\$15,232.11	
Financing: 2017 Bond Fund – Park and Recreation Facilities (B)							TOTAL:	\$15,232.11

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12-07-18
By Department Director Date

[Signature] 12-12-18
Approved as to Form by City Attorney Date

[Signature] 12/10/18
By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186935

EFFECTIVE DATE

DEC 10 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETAR
DALLAS, TEXAS
NOV 14 PM 4:55

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Oncor Electric Delivery Company LLC Vendor No. 399181

Subject: Electrical Delivery to KB Polk Park for New Sprayground

Lead Dept: Park and Recreation

Action Requested: Installation of 3-phase electrical service to KB Polk Park for New Sprayground by Oncor.

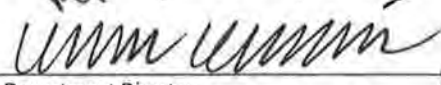

Contract Number:	PKR-2019-00008924	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Electrical service is required for the new sprayground. This sprayground is part of the 2017 Bond Program.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB44	AQFC	4010	PK17VB44	CX- PKR-2019-00008924	\$7,901.69
Financing:						2017 Bond Fund – Park and Recreation Facilities (B)	TOTAL: \$7,901.69

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 12-07-18  12-12-18
 By Department Director Date Approved as to Form by City Attorney Date

 12/10/18
 By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186936

EFFECTIVE DATE

December 05, 2018

CITY SECRETARY
DALLAS TEXAS
DEC 14 PM 4:44

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No *gfr*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: RESOURCE CENTER OF DALLAS, INC. Vendor No. 268631

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present a summer youth program entitled, *Youth First: Creative Works Summer Program*. Consultant will give LGBTQ youth participants (ages 12-18) the opportunity to spend an intensive summer session exploring drawing, painting, mixed media, photography, and theater, guided by professional staff and community volunteers. The program will run from June 1 through August 17, 2019 and will culminate in a two-week art exhibit at Resource Center's Community Center and a four-performance run of a theatrical production at Dallas Children's Theater's Rosewood Center for Family Arts. The open-to-the-public events will provide audiences, comprised of the Dallas community, with insight into the unique challenges and experiences of LGBTQ youth in the Dallas area.

Contract Number: OCA-2019-00008694 Contract Term: 12/17/2018 To 09/30/2019

Background: RESOURCE CENTER OF DALLAS, INC. was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$13,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,250.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$6,500.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,250.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008694	\$13,000.00
TOTAL:							\$13,000.00

Project No: Commodity Code: 96207 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

HA APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
Jennifer Scripps (0008, 2018)
By Department Director

Dec 5, 2018
DATE

Suzanne D. ...
Approved as to form by City Attorney
DATE

Dec 14, 2018
DATE

Deborah ...
By Assistant City Manager

Dec 5, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186937

EFFECTIVE DATE

Dec 14, 2018

RECEIVED
CITY SECRETARY
DALLAS TEXAS
2018 DEC 17 PM 12:33

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	AT&T Corp.	Vendor No.:	244950
Subject:	Wireless Mobility Services	Department:	Communication & Information Services

Action Requested:	Authorize a two (2) year service agreement for voice and data cellular service for specific divisions within CIS pursuant to cooperative purchasing agreement: DIR-TSO-2652.		
Contract Number:	DSV-2019-00008410	Contract Term:	12/1/2018 To 11/30/2020

Background: This agreement enables continuous cellular service on the AT&T public wireless network. The network supports public safety critical services such as testing the 9-1-1 communication platform and other network coverage services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1510		3429		MASC DSV-2019-00008410	\$49,751.36
TOTAL:							\$49,751.36

Project No.:	Commodity Code:	Financing:	Data Services Fund (Subject to annual appropriations)			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
By Department Director
Dec 7, 2018
DATE

Don Knight
Approved as to form by City Attorney
Dec 14, 2018
DATE

Joyce [Signature]
By Assistant City Manager
Dec 14, 2018
DATE

CITY OF DALLAS	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186938
		EFFECTIVE DATE
		12/13/18 KB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 2018 DEC 17 PM 2:01

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name: **Ryder Scott Company, L.P.** Vendor No. **VC0000012414**

Subject: **Professional Services**

Lead Dept: **City Attorney's Office**

Action Requested: **Authorize Supplemental Agreement No. 1 to the Professional Services Contract with Ryder Scott Company, L.P. for an increase to the hourly rate and naming James F. Latham, P.E. as the new consultant. Original contract amount was \$50,000. This Supplemental Agreement No. 1 has no additional cost consideration to the City.**

Contract Number: **ATT-2019-00008957** Contract Term: **12/13/18 KB** to **Indefinite**

Background: **On October 16, 2013, Administrative Action No. 13-6560 authorized a Professional Services Contract with Ryder Scott Company, L.P. to provide expert consulting services in connection with potential claims of Trinity East Energy, LLC against the City of Dallas, regarding certain leases on mineral interests. The new consultant, James F. Latham, P.E., Advising Senior Vice President, will be paid a rate of \$415 per hour, as listed in the attached Ryder Scott Company, L.P.'s current compensation rates guide. Original contract amount was \$50,000. This Supplemental Agreement No. 1 has no additional cost consideration to the City.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ATT	3890		3047		CX ATT-2019-00008957	\$0	
						-		
						-		
Financing:							TOTAL:	\$0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12.12.18 Date
12/14/2018 Date
 By Department Director Approved as to Form by City Attorney

12/13/18 Date
 By City Manager



RECEIVED

2019 FEB 11 PM 3:15

CITY SECRETARY
DALLAS, TEXAS

Memorandum

Date: February 11, 2019

To: Bilierae Johnson, City Secretary, CSO

From: Ayeh Powers, Interim Managing Attorney, CAO

Re: **Correction to Administrative Action No. 18-6939** for Interlocal Agreement with Dallas County Public Defender's Office FY 18-19

On Administrative Action No. 18-6939, please make the following correction to the Funding section:

	<u>Fund</u>	<u>Unit</u>
Listed	F503	2051
Correction	F560	3699

Thank you.

Ayeh Powers
 Executive Assistant City Attorney
 Interim Managing Attorney
 Dallas City Attorney's Office

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186939

EFFECTIVE DATE

12/13/18

CITY OF DALLAS

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
 DALLAS, TEXAS
 DEC 17 PM 2:52

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No N/A

Vendor Name: Dallas County Public Defender's Office Vendor No. 014003

Subject: SAMHSA Grant

Lead Dept: City Attorney's Office

Action Requested: Authorize an Interlocal Agreement (ILA) between City of Dallas and the Dallas County Public Defender's Office to provide representation to program participants at the South Dallas Drug Court. This contract shall not exceed \$15,000.

Contract Number: ATT-2019-00008619 Contract Term: 10/1/18 to 9/30/19

Background:

- On November 28, 2018, City Council by Council Ordinance No. 31049, authorized the City Manager to approve contracts with intergovernmental agencies less than \$50,000 without further City Council action, pursuant to Dallas City Code, Article IV. Purchasing., Chap. 2, Sec. 2-30, Subsec. (d)(8).
- On September 27, 2017, City Council by Council Resolution No. 17-1534 authorized a grant extension and carryover funds in the amount of \$261,579.34 from the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services (SAMHSA) to continue the Adult Treatment Drug Court program which incorporates alcohol/drug treatment, recovery support services, screening, assessment, case management and program coordination.
- Under this ILA, Dallas County Public Defender's Office will provide representation to program participants at the South Dallas Drug Court. This contract shall not exceed \$15,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	F503	ATT	2051		3070		CX ATT-2019-00008619	\$15,000.00
							-	
							-	
Financing:							TOTAL:	\$15,000.00

	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
Contract Amendment Information:						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

W. Powers 12.12.18 Date

[Signature] 12/14/18 Date
 Approved as to Form by City Attorney

[Signature] 12/13/18 Date
 By City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186944

EFFECTIVE DATE

December 14, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	TONY BROWNE	Vendor No.	513892
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall present workshops or residencies as directed by the Office of Cultural Affairs that shall provide Consultant shall present performances, workshops and residencies as directed by the Office of Cultural Affairs that feature dynamic and interactive presentations of traditional African dance and African drumming from various ethnic groups of West Africa. Their work shall explore the traditions of call and response, respect for elders and influences of African dance on popular dance techniques, which can be presented to adults and children of all ages. Along with observing music and dance choreography, the audience experiences brilliant attire, authentic instruments, and traditionally based dances that are presented by the ensemble. Program participants have an opportunity to learn more about what they are experiencing via fun and interactive components. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2019-00008325	Contract Term:	12/17/18	To	12/31/18
------------------	-------------------	----------------	----------	----	----------

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$2,250.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	MASC-OCA-2019-00008325	\$2,250
TOTAL:							\$2,250

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
 Jennifer Scripps (Dec 14, 2018)
 By Department Director

Dec 14, 2018
 DATE

Heather Silver
 Heather Silver (Dec 17, 2018)
 Approved as to form by City Attorney

Dec 17, 2018
 DATE

Jennifer Scripps
 Jennifer Scripps (Dec 14, 2018)
 By Assistant City Manager

Dec 14, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186945

EFFECTIVE DATE

December 12, 2018

CITY SECRETARY
DALLAS, TEXAS
DEC 17 PM 2:11

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Lenotha Barnett, Jr.	Vendor No.	VS0000029954
--------------	-----------------------------	------------	--------------

Subject:	Professional Services	Department:	Office of Cultural Affairs
----------	-----------------------	-------------	----------------------------

Action Requested: Consultant shall present performances or workshops as directed by the Office of Cultural Affairs that use Afro-Latin and Afro-Caribbean traditional music, jazz, modern rhythms and spoken word. Consultant shall use rhythms and instruments to present professional, high energy explorations of drumming, percussion and music, which can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2018-00008132	Contract Term:	12/17/18	To	12/31/18
------------------	-------------------	----------------	----------	----	----------

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,550.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final report of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	MASC-OCA-2018-00008132	\$4,550
TOTAL:							\$4,550

Project No:	Commodity Code:	96104	Financing:	Current Funding
-------------	-----------------	-------	------------	-----------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
By Department Director

Dec 12, 2018
DATE

Janet [Signature]
Approved as to form by City Attorney

Dec 14, 2018
DATE

[Signature]
By Assistant City Manager

Dec 12, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186946

EFFECTIVE DATE

December 12, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
20 DEC 17 PM 3:55

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Hamilton Park United Methodist Church Vendor No. 514007

Subject: Special Event (11am-1pm)

Lead Dept: Mayor and City Council Office

Action Requested: Enter into an agreement with Hamilton Park United Methodist Church to provide food and drinks, their facility, and decorations for Councilmember Adam McGough's luncheon on December 19, 2018

Contract Number: MCC-2019-00009034 Contract Term: 12/19/2018 to 12/19/2018

Background: On December 19, 2018 Councilmember McGough will host a luncheon for the seniors of Hamilton Park. This is a community in which nearly 70% of residents are seniors - many have mobility issues and little access to transportation. This luncheon allowed the District 10 council office to take City Hall to the community. School board officials from RISD and Commissioner Theresa Daniel were in attendance to converse with constituents and address and concerns. NE Division patrol officers were recognized, and 2019 safety programming was announced. The Hamilton Park Civic League President and the Councilmember sought feedback for community initiatives in 2019. The event was hosted at the Hamilton Park UMC.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MCC	1A10		3099		-	\$550.00
0001	MCC	1A10		3020		-	\$500.00
Financing:							TOTAL: \$1,050.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

12/12/18
Date

[Signature]
Approved as to Form by City Attorney

12/12/18
Date

[Signature]
By City Manager

12/12/18
Date

[Handwritten initials]



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186947
EFFECTIVE DATE

12/4/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): **Unit Price Increase Beverage Services**
- Contract**
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 DEC 18 AM 9:47

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: The American Bottling Company dba Dr Pepper Snapple Group, Inc. Vendor No. VC13420

Subject: Beverages Services Contract Unit Price Increase

Lead Dept: Building Services Department (Formerly Equip & Building Services)

Action Requested: Authorize Supplemental Agreement #1 to adjust product prices shown in Exhibit A for beverage services contract #BKZ1612 per Resolution No. 16-0715.


Contract Number: POM-2016-45708 Contract Term: 6/1/2016 to 5/31/2021

Background: On 5/11/2016, Dallas City Council awarded a 5-year beverage services contract with The American Bottling Company dba Dr Pepper Snapple Group, Inc. (VC13420) for an estimated revenue amount of \$2,222,980.00 by Resolution no. 16-0715 from solicitation BKZ1612. This action will authorize the new vendor price increase of 5% on applicable items, reflected in Exhibit A.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	POM					- BKZ1612	\$0.00
						-	
						-	
Financing:						TOTAL:	\$0.00

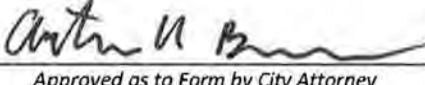
Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	#1	16-0715	6/11/2016	\$2,222,980.00	\$0.00	\$ 0.00	0%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


 By Department Director

 11/28/2018


Date



Approved as to Form by City Attorney

 12/13/18

Date



By City Manager

 12-4-18

Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186948

EFFECTIVE DATE

12/11/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
 DALLAS, TEXAS
 DEC 18 PM 2:15

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: In-N-Out Burger Vendor No. VC17052

Subject: Children's Day Out, Summer Event, Outdoor Market (not named)/Movie Night, Juneteenth Celebration, Kids Day Out, Summer Camp Field Day, Showdown on the Playground Kickball, Fall Festival and Health Fair Events

Lead Dept: Dallas Water Utilities

Action Requested: Authorize an agreement between In-N-Out Burger and the City of Dallas to provide community cook-outs.

Contract Number: DWU-2019-00008886 Contract Term: 03/01/2019 to 10/30/2019

Background: This action provides acceptance of food and services, from In-N-Out Burger, at no charge to the City for up to nine scheduled community events for various locations and dates: Children's Day Event (400 meals) on March 31, Kid's Day Out (400 meals) on July 19, at 2161 Dowdy Ferry Rd., Dallas, TX 75212; Summer Event (600 meals) on April 6, Outdoor Market/Movie Night (600 meals) on May 18, Juneteenth Celebration (600 meals) on June 15, Fall Festival (600 meals) on Sept. 28, Health Fair (600 meals) on Oct. 12, at 109 Continental Ave., Dallas, TX 75203; Summer Camp Field Day (400 meals) on June 27, and Showdown on the Playground Kickball (200 meals) on Aug. 24, at 1837 8th St., Dallas, TX 75203.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	N/A	N/A	N/A	N/A		- DWU-2019-00008886	\$0.00
						-	
						-	
Financing: No Cost Consideration to the City						TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director Date 12/16/18

Approved as to Form by City Attorney Date 12/17/18

By City Manager Date 12/14/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186949

EFFECTIVE DATE

10/23/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 19 AM 11:51

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Larrecia Donshelle Evans Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: ~~10658~~ Hou-2019-00009069 Contract Term: To

Background: Ms. Evans was approved for \$25,900.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

10/22/2018
DATE

Approved as to form by City Attorney

10/25/18
DATE

By Assistant City Manager

10/23/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186950

EFFECTIVE DATE

11/26/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

CITY SECRETARY
 DALLAS, TEXAS
 21 DEC 19 AM 9:21

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Carlos Ruiz & Beatrice A. Reyna Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: ~~10707~~ Hou-2019-0000-8747 Contract Term: To

Background: Mr. Ruiz & Ms. Reyna was approved for \$58,384.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

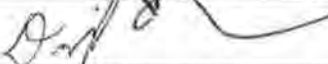
Project No: n/a Commodity Code: n/a Financing: n/a


Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%


M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  DATE 11/16/2018

Approved as to form by City Attorney  DATE 11/29/18

By Assistant City Manager  DATE 11/26/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186951

EFFECTIVE DATE

9-28-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Sarah Elizabeth Rios Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10700-HOU-2019-00009059 Contract Term: To

Background: Ms. Rios was approved for \$40,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] DATE 9/24/18 Approved as to form by City Attorney [Signature] DATE 10/11/18

By Assistant City Manager [Signature] DATE 09/28/18



ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]
for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186952

EFFECTIVE DATE

10/23/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

2018 DEC 19 11:00 AM
 CITY SECRETARY
 DALLAS TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Ruben Hernandez Reyes, Zaida Aguillon Gallegos Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10711 ^{Loan closing} / HOU-2014-0000 ₇₆ Contract Term: To

Background: Mr. Hernandez & Mrs. Aguillon were approved for \$41,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 10/22/2018

Approved as to form by City Attorney: DATE: 10/29/18

By Assistant City Manager: DATE: 10/23/2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186953

EFFECTIVE DATE

12-3-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Maria Lidia Lopez Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10641 / HOU-2019-0009749 Contract Term: To

Background: Ms. Lopez was approved for \$14,963.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director [Signature] DATE 12/3/18 Approved as to form by City Attorney [Signature] DATE

By Assistant City Manager [Signature] DATE 12/3/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186954

EFFECTIVE DATE

10/23/2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

CITY SECRETARY
DALLAS, TEXAS

21 DEC 19 AM 5:18

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: J. Carmen Barcenas, Ma I. Espinoza DeBarcenas Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: ~~10608~~ ~~10694~~ ^{7HOU-2019-00009070} _{TS} Contract Term: To

Background: Mr. and Mrs. Barcenas was approved for \$39,750.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

10/22/2018
DATE

Approved as to form by City Attorney

10/25/18
DATE

By Assistant City Manager

10/23/2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186955

EFFECTIVE DATE

11-12-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request for execution of DHAP Homebuyer Written Agreements

CITY SECRETARY
DALLAS, TEXAS
DEC 19 AM 9:30

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Valerie Johnson Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: HOU-2019-00008638 Contract Term: To

Background: Ms. Johnson was approved for \$55,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* 11/12/18 DATE

Approved as to form by City Attorney *[Signature]* 10/12/18 DATE

By Assistant City Manager *[Signature]* 11/12/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186956

EFFECTIVE DATE

12/18/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC 19 AM 9:12

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad Vendor No. VC0000013192

Subject: ~~Supplemental Agreement No. 1~~ Payment of Invoices

Lead Dept: Building Services Department

Action Requested: Pay the attached invoices for service incurred in July 2018 in the amount of \$5,074.00.

Contract Number:	EBS-2018-00004321	Contract Term:	10.25.2017	to	01.24.2019
------------------	-------------------	----------------	------------	----	------------

Background: An Administrative Action is needed to pay invoices for window and pressure washing services at City Hall and J. Erik Jonsson Central Library. This ~~Supplemental Agreement~~ ^{CR/AA} authorizes a 13.35% increase to the service contract to pay invoice(s) #3584, #3590 and #3593 for additional window and pressure washing services on the fifth floor at Dallas City Hall. A new master agreement is currently underway by the Central Purchasing Office pending a City Council action date.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	BSD	3063		3099		- CX-EBS-2018-00004321	\$5,074.00	
						-		
						-		
Financing:							TOTAL:	\$5,074.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	17-7139	11.02.2017	\$38,000.00	0.00	\$ 43,074.00	13.35%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: Date: 12/3/2018
 Approved as to Form by City Attorney: Date: 12/19/2018
 By City Manager: Date: 12/12/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186957

EFFECTIVE DATE

10/19/18 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 19 AM 11:05

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	HKS, Inc.	Vendor No.	089018
--------------	-----------	------------	--------

Subject:	Forest Green Library replacement facility	Department:	Public Works
----------	---	-------------	--------------

Action Requested:	Authorize Supplemental Agreement No. 2 to the professional services contract with HKS, Inc. for the mechanical system re-designed to a chiller/boiler heating ventilation and air-conditioning system for the Forest Green Branch Library replacement facility located at 9619 Greenville Avenue, an increase from \$678,644 to \$690,194 in an amount not to exceed \$11,550.					
	Contract Number:	PBW-2018-00007112	Contract Term:	1/26/2011	To	4/15/2021

Background: The site area designated for geo-thermal wells is too small for the size that is required to produce the adequate HVAC tonnage to heat and cool the new library and keep many of the mature trees that the building is designed around. Therefore, it is necessary to redesign the heating and cooling system using a more conventional chilled water/ boiler system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
1V42	BSD	VE01	LIBF	4112	EB17VE01	CT-PBW06T635D1	\$11,550.00
TOTAL:							\$11,550.00

Project No:	EB17VE01	Commodity Code:	90610	Financing:	2017 Bond Funds
-------------	----------	-----------------	-------	------------	-----------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	11-0270	1/26/2011	\$459,000.00	\$219,644.00	\$231,194.00	50.40%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

10/18/18
DATE

[Signature]
Approved as to form by City Attorney

11/8/18
DATE

[Signature]
By Assistant City Manager

10/19/18
DATE

186958

Memorandum

RECEIVED

2020 FEB 11 AM 10:27

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE February 10, 2020

TO City Secretary's Office

SUBJECT **Change to Administrative Action #18-6958**

Please note the following update to Administrative Action #18-6958.

From:

Contract Term: 1/1/2019 to 12/31/2020

To:

Contract Term: 1/1/2019 to 12/31/2019

Please contact me at 214-670-7809 if you have any questions.

A handwritten signature in blue ink, appearing to read 'Clinton Lawrence'.

Clinton Lawrence
Assistant Director
Dallas Public Library

Handwritten initials and date: 2/11/20



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186958

EFFECTIVE DATE

12/17/2018 *AM*

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 DEC 19 AM 11:15
 CITY SECRETARY'S
 OFFICE
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Foundation Center	Vendor No.	190507
--------------	-------------------	------------	--------

Subject: Annual Membership for Cooperating Collection

Lead Dept: Library

Action Requested: Authorize payment of \$5,995.00 for annual membership to Foundation Center.

Contract Number:	LIB-2019-00009038	Contract Term:	1/1/2019	to	12/31/2020
------------------	-------------------	----------------	----------	----	------------

Background: The Dallas Public Library is a member of the Cooperating Collections Network for the Foundation Center. As a member, the Library receives access to online and print resources about grants and non-profits, plus training and other assistance from the Foundation Center. Local non-profits utilize this collection and services to seek funding for their organizations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0729	LIB	6342		3361		LIB-2019-00009038	\$5,995.00
Financing:						TOTAL:	\$5,995.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

My Giudice
By Department Director

12.13.18
Date

John S. McSwain
Approved as to Form by City Attorney
12/19/20
Date

J. [Signature]
By City Manager
12/17/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186959

EFFECTIVE DATE

12/12/2018

CITY SECRETARY
DALLAS, TEXAS
PM 3:50

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: EBSCO Industries, INC. Vendor No. 077473

Subject: Flipster: eMagazine Subscriptions

Lead Dept: Library

Action Requested: Authorize payment for access to Flipster's online eMagazine database for 1 year - \$42,126.05

Contract Number: LIB-2019-00008954 Contract Term: 11/27/2018 to 11/26/2019

Background: Flipster's emagazine platform provides access to magazine publications via an online database. From either a computer or the Flipster app, customers can choose from a wide range of magazine titles and are able to check out multiple issues of each title. Three bids were solicited for this service with Flipster providing the only responsive bid.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3341		- LIB-2019-00008954	\$42,126.05
						-	
						-	
Financing:						TOTAL:	\$42,126.05

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

My Gindree
By Department Director

12.10.19
Date

John S. McNeill
Approved as to Form by City Attorney
12/19/2018
Date

Joyce Adams
By City Manager
12/12/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186960

EFFECTIVE DATE

Dec 19, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Sole Source procurement

2118 DEC 19 PM 3:00
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Spectrum Enterprise	Vendor No.	VC15391
Subject:	Cable Services at City Hall	Department:	Communication & Information Services

Action Requested: Authorize a service agreement and payment mechanism to maintain cable services at City Hall.

Contract Number:	DSV-2018-00005663	Contract Term:	5/1/2018	To	4/30/2021
------------------	-------------------	----------------	----------	----	-----------

Background: The City had a franchise agreement with Time Warner Cable (TWC) that facilitated broadcasting of educational and government programming (PEG) to citizens through public channels while it also created a revenue stream where by the City received a percentage of TWC revenue for cable services across the city. The agreement enabled the City to receive cable service at City Hall for no charge. An FCC mandate to switch from analog to digital signals required new digital converter boxes. The converter boxes were not part of the franchise agreement and therefore require a cost to continue service. The state level franchise agreement dissolved in June 2012.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0198	DSV	1510		3099		DSV-2018-00005663
TOTAL:								\$49,999.68

Project No:	Commodity Code:	Financing:	Data Services Fund (Subject to Annual appropriations)
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount
		Total Previous Change Orders	Change Amount Including this Order
			Total Change Order Percentage
			%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
Shelia Robinson (Dec 6, 2018)

Dec 6, 2018

Don Knight

Dec 19, 2018

By Department Director

DATE

Approved as to form by City Attorney

DATE

Don Knight

Dec 19, 2018

OK



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186961

EFFECTIVE DATE

December 12, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: **DEAN TERRY** Vendor No. VS91250

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall provide a project titled "The City Now". This project will feature a series of three live stream events and one live in-person event. The events will take place throughout the City of Dallas and will involve innovative performances. The project will bring together artistic groups from across the city for a collaborative work. The live streams and the open-to-the-public live performance will provide to citizens of Dallas a demonstration of the combination of avant-garde arts and technological practice. All services are subject to the approval of the City of Dallas Office of Cultural Affairs in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2019-00008336 Contract Term: 12/21/18 To 9/30/19

Background: The fee for this service is **\$7,500.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 50% or **\$3,750.00** of the total awarded amount upon completion of deliverables one through three and receipt of the consultant's first invoice, and one (1) final payment of 50% or **\$3,750.00** upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC-OCA-2019-00008336	\$7,500
TOTAL:							\$7,500

Project No: Commodity Code: 96207 Financing: Current Funding

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
By Department Director

Dec 12, 2018
DATE

[Signature]
Approved as to form by City Attorney

Dec 18, 2018
DATE

[Signature]
By Assistant City Manager

Dec 12, 2018
DATE



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186962

EFFECTIVE DATE

12/4/18 MH

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Celebration Vendor No. VS1931

Subject: Soar Like an Eagle 2018 Conference

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$10,905.50 with Celebration. The vendor provided catering services for the Leadership Development Conference held November 2, 2018 (services rendered).
Contact: Denyce Cole (214) 670-8859

Contract Number: PKR-2019-00008525 Contract Term: 11/1/18 to 12/30/18

Background: Celebration specializes in food and beverage management. Due to vacations, late start on receiving quotes, securing a place, and problems with vendor providing proper insurance information, this has caused a delay in the AA being received and approved before the date of the conference.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5168		2232		CX PKR-2019-00008525	\$10,905.50
						-	
						-	
Financing: Current FY						TOTAL:	\$10,905.50

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

J.S. Wini Wini 12.03.18
By Department Director Date

[Signature] 12/7/18
Approved as to Form by City Attorney Date

[Signature] 12-4-18
Robert Abtahi, President Date
Park and Recreation Board By City Manager

Attested by:
[Signature]
Secretary

Park and Recreation Board
REV 11/2018



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186963

EFFECTIVE DATE

DEC 04 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC 19 PM 1:53

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Eagle Audio/Visual Inc. Vendor No. VS31785

Subject: Soar Like an Eagle 2018 Conference

Lead Dept: Park and Recreation

Action Requested: Authorize an encumbrance of \$1,546.50 with Eagle Audio/Visual. The vendor provided audio service for the Leadership Development Conference held on November 2, 2018 (services rendered).

Contract Number: PKR-2019-00008355 Contract Term: 11/1/18 to 12/30/18

Background: Eagle Audio/Visual specialize in audio and visual production service. Due to vacations, late start on receiving quotes, securing a place, and problems with vendor providing proper insurance information, this has caused a delay in the AA being received and approved before the date of the conference.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PKR	5168		3415		CX PKR-2019-00008355	\$1,546.50
						-	
						-	
Financing: Current FY						TOTAL:	\$1,546.50

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

J.J.

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Wini Wini 12.03.18 *[Signature]* 12/7/18
 By Department Director Date Approved as to Form by City Attorney Attested by Date
[Signature] 12/4/18
 By City Manager Date
[Signature]
 Robert Abtahi, President
 Park and Recreation Board
 Secretary
 Park and Recreation Board



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186964

EFFECTIVE DATE

11/12/18
CITY SECRETARY
DALLAS, TEXAS
NOV 19 PM 4:33

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Hach Company Vendor No. 029911

Subject: Elm Fork Ammonia Monochloramine Analyzer Service Agreement Department: Dallas Water Utilities

Action Requested: The Elm Fork Water Treatment Plant is requesting the awarded vendor to provide: quarterly preventive maintenance service; repairs or service, including parts, labor, and travel expenses, necessary to maintain the proper operation of the ammonia monochloramine analyzer.
Contract Number: DWU-2018-00007091 Contract Term: 6/15/2018 To 6/14/2021

Background: The Elm Fork Water Treatment Plant, as required by the Texas Commission On Environmental Quality, TCEQ, monitors ammonia/monochloramine levels to maintain disinfection levels. This service plan to the ammonia monochloramine analyzer instruments will provide maintenance and repairs to ensure accurate results

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
100	DWU	7242	642C	3110		DWU-2018-00007091	\$37,492.00
TOTAL:							37,492.00 <i>xe</i>

Project No: Commodity Code: 93862 Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 11/13/18 DATE
 By Department Director

[Signature] 11/14/18 DATE
 Approved as to form by City Attorney

[Signature] 11/12/18 DATE
 By Assistant City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186965

EFFECTIVE DATE

December 19, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC 20 AM 9:50

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Tessco, Inc. Vendor No. 513876

Subject: Extension of Master Agreement BU0811 for Radio, Two-Way Equipment and Parts

Lead Dept: Communication and Information Services

Action Requested: Authorize a 6-month extension of master agreement BU0811 for radio, two-way equipment and parts.

Contract Number:	DSV-2016-00001414	Contract Term:	11/3/2018	to	5/2/2019
------------------	-------------------	----------------	-----------	----	----------

Background: On June 17, 2015, Council authorized a three-year master agreement Tessco, Inc. for the purchase of communication equipment and parts. This extension will allow the City to continue purchasing these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MA BU0811	\$0.00
						-	
						-	
Financing:						NA	TOTAL: \$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	6	09-1883	8/12/2009	\$4,500.00	\$0.00	\$4,500.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Teddy Mason
By Department Director 11/28/18 Date

Don Knight
Don Knight (Dec 19, 2018) 12/19/18 Date
Approved as to Form by City Attorney

Joey Zadora
By City Manager 12/19/18 Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186966

EFFECTIVE DATE

December 19, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 20 AM 9:50

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Continental Wireless, Inc. Vendor No. VS000043101

Subject: Extension of Master Agreement BU0811 for Radio, Two-Way Equipment and Parts

Lead Dept: Communication and Information Services

Action Requested: Authorize a 6-month extension of master agreement BU0811 for radio, two-way equipment and parts.

Contract Number:	DSV-2016-00001414	Contract Term:	11/3/2018	to	5/2/2019
------------------	-------------------	----------------	-----------	----	----------

Background: On June 17, 2015, Council authorized a three-year master agreement with Continetal Wireless, Inc. for the purchase of communication equipment and parts. This extension will allow the City to continue purchasing these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MA BU0811	\$0.00
						-	
						-	
Financing:						NA	TOTAL: \$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	6	09-1883	8/12/2009	\$137,400.00	\$0.00	\$137,400.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director Date 11/28/18

[Signature: Don Knight]
Don Knight (Dec. 19, 2018)
Approved as to Form by City Attorney Date 12/19/18

[Signature: Tracy Zapata]
Tracy Zapata (Dec. 19, 2018)
By City Manager

Dec 19, 2018
Date

Memorandum

RECEIVED

2019 FEB 22 PM 3: 31

CITY SECRETARY
DALLAS, TEXAS

CITY OF DALLAS

DATE February 21, 2019

TO City Secretary's Office

SUBJECT **Change to Administrative Action #18-6967**

Please note the following update to Administrative Action #18-6967.

From:

Contract Number: LIB-2019-00008896

To:


Contract Number: LIB-2019-00008897

Please contact me at 214-670-7809 if you have any questions.



Mary Jo Giudice
Director of Libraries

R 2/25/19

 CITY OF DALLAS	<h1>ADMINISTRATIVE ACTION</h1> <p>See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.</p>	ADMINISTRATIVE ACTION 186967 EFFECTIVE DATE 12/12/2018
--	---	---

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
 NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Image Access, Inc. Vendor No. VC13842

Subject: Library Scanning System

Lead Dept: Library

Action Requested: Authorize a three-year and four-month maintenance agreement and payment to Image Access, Inc. for the maintenance of 32 imaging centers- KIC BookEdge, Flatbed Scanners, located at the Central Library and 28 branch locations, total cost of \$49,920.00.

Contract Number:	LIB-2019-00008896	Contract Term:	12/1/2018	to	3/31/2022
------------------	-------------------	----------------	-----------	----	-----------

Background: On May 27, 2015, Dallas City Council approved BHZ1505, with resolution 15-0930, the purchase of and execution of a three-year maintenance agreement with Image Access, Inc. for 32 KIC BookEdge Flatbed Scanners located at the Central Library and 28 branch locations. Library customers may use the scanners for free to scan Library specific and various other document types into a digitized format and/or print duplicate copies. Image Access, Inc. has sole sale and service rights of KIC systems. Authorization is requested to execute a maintenance agreement for the KIC scanners provided by Image Access under the same terms and conditions outlined in BHZ1505 for three-year and four-month term.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5392		3110		MASC LIB-2019-00008897	\$16,640.00
0001	LIB	5392		3110		MASC LIB-2019-00008897	\$16,640.00
0001	LIB	5392		3110		MASC LIB-2019-00008897	\$16,640.00
Financing:						TOTAL:	\$49,920.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 12.04.18 Date
 By Department Director

 12/20/2018 Date
 Approved as to Form by City Attorney

 12/12/18 Date
 By City Manager



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186968

EFFECTIVE DATE

11/12/18

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 20 AM 11:00

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Service Contract Extension

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Cintas Corporation No. 2	Vendor No.	VS90740
Subject:	Uniform Rental and Lease	Department:	Office of Procurement Services

Action Requested:	Authorize a contract extension of three (3) months		
Contract Number:	POM-2018-00006074	Contract Term:	11/10/2015 To 2/9/2018 ^{9 000}

Background: On November 10, 2015, City Council awarded a three-year term service contract for uniform rental and lease to G&K Services (VS0000061203) in the amount of \$458,303.92 by resolution no. 15-2052 from solicitation no. BV1510. G&K Services has transferred all rights and title of contract to Cintas Corporation 2 (VS90740) as of 4/30/2018. This extension will allow the user department to continue to utilize this service until a new service contract is in place.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	OPS					BV1510	\$0.00
TOTAL:							

Project No:	BV1510	Commodity Code:	98386	Financing:	General Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	15-2052	11/10/2015	\$458,303.92	\$50,000.00	\$508,303.92	10.90%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 11/6/18

Approved as to form by City Attorney: DATE: 11/19/18

By Assistant City Manager: DATE: 11/12/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186969

EFFECTIVE DATE

December 20, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 20 PM 4:09

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Bearcom Operating, LLC Vendor No. 354717

Subject: Extension of Master Agreement BU0811 for Radio, Two-Way Equipment and Parts

Lead Dept: Communication and Information Services

Action Requested: Authorize a 6-month extension of master agreement BU0811 for radio, two-way equipment and parts.

Contract Number: DSV-2016-00001414 Contract Term: 11/3/2018 to 5/2/2019

Background: On June 17, 2015, Council authorized a three-year master agreement with Bearcom Group, Inc. for the purchase of communication equipment and parts. This extension will allow the City to continue purchasing these goods under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						MA BU0811	\$0.00
						-	
						-	
Financing:						NA	TOTAL: \$0.00


Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage
	6	09-1883	8/12/2009	\$61,700.00	\$0.00	\$61,700.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Strella Robinson
Strella Robinson (Dec 20, 2018)
By Department Director 12/20/18 Date

Don Knight
Don Knight (Dec 20, 2018)
Approved as to Form by City Attorney 12/20/18 Date

Josy Zapata
Josy Zapata (Dec 20, 2018)
By City Manager 12/20/18 Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186970
		EFFECTIVE DATE
		December 20, 2018

1. Place an "X" in the appropriate box for the approval of:

a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.

b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.

d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.

e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.

f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 2018 DEC 20 PM 4:11

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Motorola Solutions, Inc. Vendor No. 033581

Subject: Extension of Master Agreement BU0811 for Radio, Two-Way Equipment and Parts

Lead Dept: Communication and Information Services

Action Requested: Authorize a 6-month extension of master agreement BU0811 for radio, two-way equipment and parts.

Contract Number:	DSV-2016-00001414	Contract Term:	11/3/2018	to	5/2/2019
------------------	-------------------	----------------	-----------	----	----------

Background: On September 24, 2008, Council authorized a three-year master agreement with Motorola Solutions, Inc. for the purchase of communication equipment and parts. This extension will allow the City to continue purchasing these goods under the same terms and conditions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							MA BU0811	\$0.00
							-	
							-	
	Financing:		NA				TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	6	08-2528	9/24/2008	\$12,936,205.00	\$0.00	\$12,936,205.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
 Shelia Robinson (Dec 20, 2018)
 By Department Director Date 12/20/18

Don Knight
 Don Knight (Dec 20, 2018)
 Approved as to Form by City Attorney Date 12/20/18

Joey Zapata
 Joey Zapata (Dec 20, 2018)
 By City Manager Date 12/20/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186971

EFFECTIVE DATE

12-12-18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXA
DEC 20 PM 4:11

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Tarrant Regional Water District Vendor No. 510851

Subject: Creative Services

Lead Dept: MGT

Action Requested: Creative services and the Water is awesome campaign

Contract Number: MGT-2019-00008830 Contract Term: 11/12/2018 to 05/12/2018

Background: To provide information to the public on ways to save water and money & the Annual North Texas water conservation Symposium.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	5605		3072		- MGT-2019-00008830	17258.51	
						-		
						-		
Financing:							TOTAL:	17258.51

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

12/5/18
Date

[Signature] 12/19/18
Approved as to Form by City Attorney

Date

[Signature] 12/12/18
By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186972

EFFECTIVE DATE

Dec 20, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: HLP, Inc. Vendor No. 500744

Subject: Chameleon Maintenance and Support Services

Lead Dept: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 2 to extend the term of the existing licensing and software maintenance and support services for Chameleon software used by the Dallas Animal Services.

Contract Number:	DSV-2017-00003181	Contract Term:	1/1/2019	to	3/31/2019
------------------	-------------------	----------------	----------	----	-----------

Background: HLP, Inc. is a Sole Source proprietary that provides a licensed software maintenance and support on the Chameleon software products. This action will allow for the extension of the existing agreement while a new multi-year agreement is approved by Council. This action will ensure there isn't an interruption in services being rendered.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DAS	3476		3437		CX DSV-2017-00003181	\$6,240.00
						-	
						-	
Financing: Communication and Information Services Funds						TOTAL:	\$6,240.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	2	17-6598	9/12/2017	\$25,920.00	\$6,240.00	\$38,400.00	48.14%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
Shelia Robinson (Dec 13, 2018)
By Department Director

Dec 12, 2018
Date
Joyce E. ...
By City Manager

Don Knight
Don Knight (Dec 20, 2018)
Approved as to Form by City Attorney
Date

Dec 20, 2018
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186973

EFFECTIVE DATE

DEC 17 2018

CITY SECRETARY
DALLAS TEXAS
DEC 21 AM 10:39

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Trust for Public Land Vendor No. _____

Subject: Five-Mile Creek Master Plan

Lead Dept: Park and Recreation Department

Action Requested: Master Plan for Five Mile Creek Greenbelt to be let by Trust for Public Land at no cost to the City of Dallas. This agreement needs to be approved so the Park and Recreation Board can approve the final master plan

Contract Number: PKR-2019-00009075 Contract Term: Upon Execution to 1 year thereafter

Background: On September 20, the Trust for Public Land briefed the Park and Recreation Board on a proposed master plan process for the Five-Mile Creek Greenbelt that was being funded by a private donor. The Board approved by voice vote moving forward.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	0
						-	
						-	
Financing:						TOTAL:	0

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12.13.18
By Department Director Date

[Signature] 12-20-2018
Approved as to Form by City Attorney Date

[Signature] 12/17/18
By City Manager Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186974

EFFECTIVE DATE

DEC 17 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY'S OFFICE
DALLAS, TEXAS
DEC 21 AM 10:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No *ER 12/21/18*

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: M. Arthur Gensler, Jr Associates, Inc. Vendor No. VS0000001122

Subject: Hall of State Facility Improvements Project

Lead Dept: Park and Recreation Department

Action Requested: Authorize Supplemental Agreement No. 1 to the contract with M. Arthur Gensler, Jr Associates, Inc. in the amount of \$49,928.00, thereby increasing the contract from \$1,257,359 to \$1,307,287.00

Contract Number:	PKR-2018-00006440	Contract Term:	01/02/2019	to	12/31/2020
------------------	-------------------	----------------	------------	----	------------

Background: The proposal is for additional architectural, structural and mechanical design and construction administration services for the improvements to the existing chiller facility in the Embarcadaro Building located at 1229 Admiral Nimitz Cir.

All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V02	PKR	VC01	FPRK	4111	PK17VC 01	CX PKR-2018-00006440	\$49,928.00
Financing: 2017 Bond Funds						TOTAL:	\$49,928.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-0941	06/27/2018	\$1,257,359.00	\$0.00	\$49,92800	3.97%

12-10-18
APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12-11-18
By Department Director _____ Date

Christine Lanner 12-19-18
Approved as to Form by City Attorney _____ Date

Jayoutan 12/17/18
By City Manager _____ Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186975

EFFECTIVE DATE

12/4/18 JB

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Untreated Water Contract

2018 DEC 21 PM 2:00
DALLAS, TEXAS
CITY SECRETARY

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Willow Bend Place HOA, Inc.	Vendor No.	
Subject:	Authorize Untreated Water Contract	Department:	Water Department

Action Requested: Authorize the Director of Dallas Water Utilities to execute a three-year contract with Willow Bend Place HOA, Inc.

Contract Number:	DWU-2019-00008847	Contract Term:	6/30/2018	To	6/29/2021
------------------	-------------------	----------------	-----------	----	-----------

Background: The City of Dallas has water rights in White Rock Creek for multiple purposes including rights for the use of irrigation. The untreated water diverted by Willow Bend Place HOA, Inc. shall be considered diverted from White Rock Creek at Willow Bend Place HOA, Inc. diversion points. This water will be billed at the ordinance rate for untreated water service in accordance with Chapter 49. The sale of untreated water to Willow Bend Place HOA, Inc. is subject to, and limited by, available system supply.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	DWU	7005	7REV				
TOTAL:							0 JB

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 12/30/18

Approved as to form by City Attorney: DATE: 12/19/18

By Assistant City Manager: DATE: 12/4/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186976

EFFECTIVE DATE

12/4/18 P.B.

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Untreated Water Contract

CITY SECRETARY
DALLAS, TEXAS
DEC 21 PM 2:00

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Moon Golf Properties, LTD	Vendor No.	
Subject:	Authorize Untreated Water Contract	Department:	Water Department

Action Requested: Authorize the Director of Dallas Water Utilities to execute a three-year contract with Moon Golf Properties, LTD to provide untreated water to of Purchaser's Coyote Ridge Golf Course.

Contract Number:	DWU-2019-00008848	Contract Term:	6/1/2018	To	5/31/2021
------------------	-------------------	----------------	----------	----	-----------

Background: The City of Dallas has water rights in Elm Fork of the Trinity River for multiple purposes including rights for the use of irrigation. The untreated water diverted by Moon Golf Properties, LTD shall be considered diverted from Elm Fork of the Trinity River at Moon Golf Properties, LTD diversion points. This water will be billed at the ordinance rate for untreated water service in accordance with Chapter 49. The sale of untreated water to Moon Golf Properties, LTD is subject to, and limited by, available system supply.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:		DWU	7005	7REV				
	TOTAL:							

Project No:		Commodity Code:		Financing:		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	11/20/18 DATE	 Approved as to form by City Attorney	12/13/18 DATE
 By Assistant City Manager		12/4/18 DATE	



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186977

EFFECTIVE DATE

November 12, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY
DALLAS, TEXAS
2018 DEC 21 PM 4:12

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	DARRYL RATCLIFF	Vendor No.	VS86215
Subject:	Professional Services	Department:	Office of Cultural Affairs

Action Requested: Consultant shall provide an artist presentation entitled, "Problems and Pathways." This project will culminate in a group of three panel discussion art events which shall be free and open to the public. The consultants work centers around what equity looks like in the visual arts world in Dallas. The work and discussion will focus on intersectionality and how both race and gender are both important factors in advancing equity. Each panel will focus on a different aspect as seen through Dallas galleries and museums. The three panels will take place in January, February and March at locations in the City of Dallas to be approved in advance by the Director. All services are subject to the approval of the City of Dallas Office of Cultural Affairs, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2019-00008584	Contract Term:	11/15/18	To	4/30/19
------------------	-------------------	----------------	----------	----	---------

Background: The fee for this service is \$7,500.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 33% or \$2,500.00 of the total awarded amount upon completion of deliverable one and receipt of the consultant's first invoice, one (1) payment of 33% or \$2,500.00 upon the completion of deliverables two through three and receipt of the consultant's second invoice and a final payment of 34% or \$2,500 satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC - OCA-2019-00008584	\$7,500
TOTAL:							\$7,500

Project No:		Commodity Code:	96207	Financing:	Current Funding	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
Jennifer Scripps (Nov 12, 2018)
By Department Director

Nov 12, 2018
DATE

Christen Sutton
Christen Sutton (Dec 12, 2018)
Approved as to form by City Attorney

Dec 12, 2018
DATE

Jennifer Scripps
Jennifer Scripps (Nov 12, 2018)
By Assistant City Manager

Nov 12, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186978

EFFECTIVE DATE

12/17/18

ek

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

CITY SECRETARY
DALLAS, TEXAS
DEC 21 PM 4:00

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No ek

Vendor Name: La Tierra Studio, Inc. Vendor No. 510422

Subject: Tietze, Munger, Craddock, and Central Square Playground Designs

Lead Dept: Park and Recreation Department

Action Requested: Award a Professional Services contract to La Terra Studio, Inc. in the amount of \$38,572.50

Contract Number:	PKR-2019-00008263	Contract Term:	N/A	to	N/A
------------------	-------------------	----------------	-----	----	-----

Background: Provide Professional Services for a new shade structure for 2-5 age section at Tietze Park (\$5,341.00); a new shade structure for Munger Park (\$5,341.00); a playground expansion at Craddock Park (\$12,496.00); and a playground replacement at Central Square Park (\$15,394.00); totaling \$38,572.50. Services shall include design, design development, construction drawings and construction observation in accordance with attached Consultant's proposal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VK85	PLGI	4112	PK17VK85	CX PKR-2019-00008263	\$5,341.00
1V00	PKR	VK86	PLGI	4112	PK17VK86	CX PKR-2019-00008263	\$5,341.00
1V00	PKR	VK87	PLGI	4112	PK17VK87	CX PKR-2019-00008263	\$12,496.00
1V00	PKR	VK90	PLGI	4112	PK17VK90	CX PKR-2019-00008263	\$15,394.00

Financing:	2017 Bond Funds	TOTAL:	\$38,572.50
------------	-----------------	--------	-------------

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl' Agreement Percentage

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] 12.11.18
By Department Director Date

[Signature] 12/21/18
Approved as to Form by City Attorney Date

[Signature] 12/17/18
By City Manager Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186979

EFFECTIVE DATE

12-19-2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 21 DEC 26 AM 9:28
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: National League of Cities Vendor No. 077705

Subject: Annual Membership Dues

Lead Dept: Office of Budget

Action Requested: Authorize a payment to the National League of Cities for annual membership fees to provide specialized municipal-related services

Contract Number: BMS-2019-00009027 Contract Term: 10/01/2018 to 09/30/2019

Background: National League of Cities provides the City an avenue for greater communication and cooperation with other municipalities and government entities, access to research and information of benefit to the City, as well as providing consultation with other agencies on the needs of the region, state and nation

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	BMS	1991		3340		MASC BMS-2019-00009027	\$35,645.21
Financing: Current Funds							TOTAL: \$35,645.21

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$35,645.21	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

12/13/18
 By Department Director Date

12-19-18
 By City Manager Date

12-26-2018
 Approved as to Form by City Attorney Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186981

EFFECTIVE DATE

12.17.18 MAC

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2018 DEC 26 PM 2:15
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: NueBridge Ltd. Vendor No. VS97542

Subject: Increase AA and extend date to pay final invoice

Lead Dept: AVI

Action Requested: Authorize Administrative Action to increase current AA#186169 by 13% and extend date to pay final invoice. Increase not to exceed \$5,199.88

Contract Number:	AVI-2018-00006393	Contract Term:	05/15/2018	to	1/31/2019
------------------	-------------------	----------------	------------	----	-----------

Background: NueBridge current provides service industry specific consulting in our customer service and operation management. Current AA#186169 is due to expire on 12/31/2018. However, there were expenses that exceeds the current AA amount. Date also needs to be extended 30 days to ensure funds are encumbered before expiration date during increase request. Seeking to increase AA#186169 by 13% to pay the final invoice for documented expenses in the amount of \$5,199.88.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0130	AVI	7710	AV11	3070		CX-AVI-2019-00009033	\$5,199.88	
Financing: FY2019 Operating Funds							TOTAL:	\$5,199.88

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	#1	AA186169	7/16/2018	\$40,000.00	\$0.00	\$5,199.88	13%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

12/17/18
[Signature]
By City Manager

[Signature] 12/18/18
Approved as to Form by City Attorney
Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186982

EFFECTIVE DATE

12/19/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 DEC 26 PM 5:55
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Click Appraisal Service, LLC Vendor No. VC000009497

Subject: Auto and Property Appraisal Services

Lead Dept: Office of Risk Management

Action Requested: Authorize a service contract with Click Appraisal Service, LLC to provide auto and property appraisal services.

Contract Number:	ORM-2019-00009052	Contract Term:	1/18/2019	to	1/18/2020
------------------	-------------------	----------------	-----------	----	-----------

Background: It is desirable to enter into a one-year service contract with Click Appraisal Services, LLC to have the vendor provide auto and property appraisal services for damage claims against the City of Dallas submitted by citizens seeking repair and or restitution.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0192	ORM	3889	RM01	3070		-	\$47,750.00	
						-		
						-		
Financing:							TOTAL:	\$47,750.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director Date 12/18/18

[Signature]
Approved as to Form by City Attorney Date 12/26/2018

[Signature]
By City Manager Date 12/19/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186983

EFFECTIVE DATE

12/11/18

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 2018 DEC 26 PM 01:30

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: North Central Texas Council of Governments Vendor No. 066264

Subject: Regional Public Works Program

Lead Dept: Public Works

Action Requested: Authorize annual participation and payment of annual membership fees for the Regional Public Works Program

Contract Number:	PBW-2019-00008932	Contract Term:	10-01-18	to	09-30-19
------------------	-------------------	----------------	----------	----	----------

Background: The City of Dallas is a member of NCTCOG's Public Works Council which is a group of member agencies that work collaboratively to address issues of regional vs. local nature. The 2018-2019 Regional Public Works Program will have five components, those components include: 1) Public Works Construction Standards, 2) Sustainable Public rights-of-way, 3) iSWM Program, 4) Hydrologic/Flooding Technical Assistance, and 5) General Public Works Support.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PBW	3022	PB40	3340		- PBW-2019-00008932	\$12,285.00
0061	DWU	4790	SD01	3340		PBW-2019-00008932	\$28,670.00
Financing: SDM and Current Funds						TOTAL:	\$40,955.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director Date 12/10/18

Approved as to Form by City Attorney Date 12-19-18

By City Manager Date 12/11/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186984

EFFECTIVE DATE

12/27/18 PB

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Authorize payment for Accreditation Fee
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETAR'S
DALLAS, TEXAS
DEC 27 AM 11:50

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Commission on Accreditation for Law Enforcement Agencies Inc Vendor No. 518635

Subject: Commission on Accreditation for Law Enforcement Agencies (CALEA) Accreditation Fee

Lead Dept: Dallas Police Department

Action Requested: Authorize payment to CALEA for participation in the CALEA law Enforcement Accreditation Program.

Contract Number: DPD-2019-00008893 Contract Term: to

Background: An agreement was previously signed by the Police Chief to participate in the CALEA Law Enforcement Accreditation Program. This program provides a process to conduct an internal review and assessment of the Dallas Police Department's policies and procedures to ensure they meet internationally accepted standards. CALEA was told that the agreement signed by the Chief does not bind the City because it does not have the signatures of an ACM and ACA, but CALEA refuses to accept a new properly-executed agreement. This action only authorizes payment for participation in the program. It does not ratify the previously signed agreement as that agreement does not have proper signatures.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2181		3099		CX- DPD-2019-00008893	\$19,950.00	
Financing:							TOTAL:	\$19,950.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

12/16/18
Date

Approved as to Form by City Attorney
Date 12/20/18

By City Manager
Date 12/27/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186985

EFFECTIVE DATE

12/14/2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
DEC 27 PM 12:29

- 2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No
- 3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No
- 4. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No *BTW*

Vendor Name: Archive Supplies, Inc Vendor No. 261526

Subject: Scanners Purchase & Maintenance

Lead Dept: Sustainable Development and Construction

Action Requested: Authorize the purchase, installation and 5-year (60 month) maintenance of Three (3) wide-format scanners with Archive Supplies. \$6,245 per unit with delivery, installation, training and 5 years (60 months) full parts and labor included.

Contract Number:	DEV-2019-00008934	Contract Term:	12/31/2018	to	12/31/2023
------------------	-------------------	----------------	------------	----	------------

Background: The City of Dallas' ("City") Sustainable Development and Construction Department has implemented an electronic plan review system ("EPRS") for 2018-2019 Fiscal Year. The system is to enhance service to the City's customers by 1) reducing review times through simultaneous plan reviews, 2) providing the ability to submit required documents online rather than in person 3) reducing cost through elimination of the requirement to submit physical documents to the City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0150	DEV	3141		2731		DEV-2019-00008934	15,000.00	
0150	DEV	3141		3110		DEV-2019-00008934	3,735.00	
Financing:							TOTAL:	18,735.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
						\$ 0.00	%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

12/14/18
Date

[Signature]
By City Manager

[Signature] 12/27/20
Approved as to Form by City Attorney Date

12/14/18
Date



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186986

EFFECTIVE DATE

10/26/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) **Beautification Agreement**

RECEIVED
 CITY SECRETARY
 DALLAS
 DEC 27 2018

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation) Yes No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: University Crossing Public Improvement District Vendor No. _____

Subject: Beautification Agreement Department: Park and Recreation

Action Requested: Authorize a beautification agreement for University Crossing Public Improvement District. The organization will collect litter and debris along newly renamed University Crossing Trail. A map identifying the area is provided.
 Contact: Will Stonum (214) 671-0264

Contract Number: PKR-2019-00008388 Contract Term: 12/14/2018 To 12/13/2019

Background: University Crossing Public Improvement District consist of local residents of Lakewood. The group is dedicated to the trail maintenance of University Crossing Trail. There is no cost to the city.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2019-00008388	\$0.00
TOTAL:							\$0.00

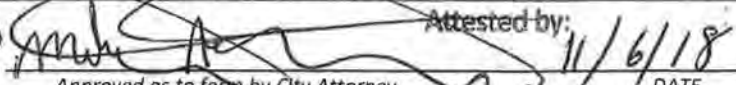
Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%


M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.


Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.


 10.24.18 DATE
 By Department Director

 DATE 11/6/18
 Attested by: Approved as to form by City Attorney

 DATE 10/26/18
 By Assistant City Manager

 DATE
 Secretary

Robert Abtani, President
 ORIGINAL City Secretary Board
 Park and Recreation Board
 REV 05/2017

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-05 for additional guidelines and routing. File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.	186987
		EFFECTIVE DATE
		Dec 13, 2018

1. Place an "X" in the appropriate box for the approval of:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
<input type="checkbox"/>	b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
<input type="checkbox"/>	c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
<input type="checkbox"/>	e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
<input checked="" type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): <small>NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.</small>

RECEIVED
 2018 DEC 27 PM 3:55
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Catapult Systems, LLC	Vendor No.	VS0000069558
---------------------	-----------------------	-------------------	--------------

Subject: Azure Disaster Recovery Services SA No. 1

Lead Dept: Communication and Information Services

Action Requested: Authorize SA No. 1 to replace the statement of work (SOW) for the install of a Disaster Recovery (DR) solution in the City's Azure Cloud. The revised SOW renews the Microsoft incentive term, which results in significant cost savings for the City.


Contract Number:	DSV-2018-00006740	Contract Term:	12/21/2018	to	7/1/2019
-------------------------	-------------------	-----------------------	------------	-----------	----------

Background: Catapult Systems will provide a Business Continuity and Disaster Recovery solution for the City's critical Microsoft Cloud environment. The deployment will allow the City to continue to operate and access critical Microsoft functions during the event of critical emergency scenarios and provide resilience and failover capabilities. As well as allow for training, and plan demonstrations for the solution system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0198	DSV	1622		3070		CX DSV-2018-00006740	\$0.00	
						-		
						-		
Financing:						No cost consideration to the City.	TOTAL:	\$0.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	18-6056	6/15/2018	\$5,800.00	\$0.00	\$5,800.00	0.00%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<u>Shelia Robinson</u> By Department Director	Dec 11, 2018 Date	<u>Barbara A. McAmich</u> Approved as to Form by City Attorney	Dec 26, 2018 Date
<u>Jayant Patel</u> By City Manager	Dec 13, 2018 Date	 B.A.M.C.	



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186988

EFFECTIVE DATE

November 26, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 DEC 27 PM 4:14

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No

5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: UPTOWN PLAYERS, INC. Vendor No. VS0000069393

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall present the regional premiere of the new musical, *The View Upstairs*. The musical is based on the arson attack at the Upstairs Lounge, a 1970s gay bar in the French Quarter of New Orleans. Consultant shall secure Cheryl Denson as director of the musical and will employ local artists for choreography, music direction, and scenic, lighting, and sound design. This open-to-the-public event will run from June 2019 through July 2019 at the Kalita Humphreys Theater.

Contract Number: OCA-2019-00008692 Contract Term: 12/03/2018 To 08/31/2019

Background: UPTOWN PLAYERS, INC. was selected through a panel process to participate in the Cultural Projects Funding program. The program provides support to cultural organizations and other non-profits, which are dedicated to creating a greater awareness of the cultural and artistic heritage of Dallas. The fee for this service is \$13,000.00 to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or \$3,250.00 of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or \$6,500.00 of the total awarded amount upon completion of deliverable number two and receipt of the consultant's second invoice, and one (1) payment of 25%, or \$3,250.00, of the award will be payable upon satisfactory completion of all required services as determined by the Director, approval of the final report, and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4880		3089	CPF	MASC OCA-2019-00008692	\$13,000.00
TOTAL:							\$13,000.00

Project No: Commodity Code: 96207 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scripps
(Jennifer Scripps) (Proc 26, 3018)
 By Department Director

Nov 26, 2018
 DATE

Heather Silver
(Heather Silver) (Proc 26, 3018)
 Approved as to form by City Attorney

Dec 24, 2018
 DATE

[Signature]
(Signature) (Proc 26, 3018)
 By Assistant City Manager

Nov 26, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186989

EFFECTIVE DATE

12/21/18 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED
2019 DEC 27 PM 4:22
CITY SECRETARY
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project? Yes No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) Yes No *[Signature]*

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Perot Museum of Nature and Science Vendor No. 263880

Subject: Contract Extension Department: Office of Cultural Affairs

Action Requested: Authorization is requested to extend the Management Contract with the Perot Museum of Nature and Science for the Natural History Museum at Fair Park for six months, from August 11, 2019 through February 29, 2020.

Contract Number: OCA-2018-00007345 Contract Term: 8/11/2019 To 2/29/2020

Background: The Perot Museum of Nature and Science executed the current Management Agreement on August 11, 1993. The initial term was 20 years, with two 5-year renewals. The Museum took the first 5-year renewal, and opted for a further 1-year renewal on August 10, 2018 (authorized by AA 18-6376).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
TOTAL:							\$0.00

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

[Signature] APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature] By Department Director 12/21/18 DATE

[Signature] Approved as to form by City Attorney ONN 12-24-2018 DATE

[Signature] By Assistant City Manager 12/21/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the
City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

186990

EFFECTIVE DATE

12.6.18 MAC

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 2018 DEC 27 PM 2:25
 CITY SECRETARY
 DALLAS, TEXAS

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Airport Electronics Vendor No. 518323

Subject: Increase original AA#185916

Lead Dept: AVI

Action Requested: Authorize Administrative Action to increase original amount of AA# 185916 by to 16% and extend term until 9/30/2019 (see attachment)

Contract Number:	AVI-2018-00005355	Contract Term:	11/20/2018	to	9/30/2019
------------------	-------------------	----------------	------------	----	-----------

Background: Airport Electronics maintains our control tower equipment at Dallas Executive Airport. Due to some emergency repairs and unforeseen incidents funds from (AA# 185916) have depleted sooner than expected. Request is to increase the AA by 16% and extend term to cover AVI until long term contract is finalized. Increase will bring AA total from \$42,000.00 to \$49,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
130	AVI	7731	AV09	3110		MASC AVI-2019-00008769	\$7,000.00	
Financing: FY2019 Operating Fund							TOTAL:	\$7,000.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-5916	4/10/2018	\$42,000.00	\$0.00	\$7,000.00	16%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]
By Department Director

[Signature] 12/6/18
By City Manager

[Signature] 12/12/18
Approved as to Form by City Attorney

[Signature] 12/06/18
Date



ADMINISTRATIVE ACTION

See Administrative Directive 4-05 for additional guidelines and routing.
File the approved form and all necessary documentation with the City Secretary's Office to receive an official file stamp.

ADMINISTRATIVE ACTION

786991

EFFECTIVE DATE

December 31, 2018

1. Place an "X" in the appropriate box for the approval of:

- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlocal or cooperative agreements.
 - b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more than 25%).
 - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less, per City Code Sec. 2-34.
 - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34.
 - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
 - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached)
- NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED
 CITY SECRETARY
 DALLAS TEXAS
 PH 1:15

2. Is this an amendment to an existing construction contract? If yes, complete an Administrative Change Order. Yes No

3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months. Yes No

4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name: Orion Communications, Inc. Vendor No. VS000002410

Subject: Orion Communications Software Suite

Lead Dept: Communication & Information Services

Action Requested: Authorize Supplemental Agreement 1 to allow the City Marshal's Office, Code Compliance, and Dallas Animal Services to use CourtNotify services provided under the Orion Communications software suite.

Contract Number: DSV-2019-00008308 Contract Term: 12/12/2018 to 12/11/2021

Background: The Orion application suite provides a variety of functionality for the City, including the ability to manage daily DPD operations, receive subpoena notifications, and court date alerts, and track impounded vehicles and case-related evidence. This amendment will allow additional City departments to use the application to receive court-related notifications.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3438		MASC DSV-2019-00008308	\$9,900.00
						-	
						-	
Financing: Data Services Fund - Subject to Annual Appropriations						TOTAL:	\$9,900.00

Contract Amendment Information:	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Suppl Agreement Percentage
	1	18-1802	12/12/2018	\$473,022.00	\$0.00	\$482,922.00	2.09%

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Shelia Robinson
 Shelia Robinson (Dec 26, 2018)
 By Department Director Date 12/26/2018

Barbara A. McAninch
 Barbara A. McAninch (Dec 31, 2018)
 Approved as to Form by City Attorney BAMC Date 12/31/2018

Jocely Zapata
 Jocely Zapata (Dec 31, 2018)
 By City Manager Date 12/31/18