



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
<b>20-1196</b>
EFFECTIVE DATE
Sep 29, 2020

### 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  
 2020 OCT -1 PM 3:33  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Azteca Enterprises, Inc.	<b>VENDOR NUMBER</b>	VS0000038315
<b>CONTRACT NAME</b>	Fair Park Coliseum Facility Improvements	<b>DEPARTMENT</b>	Park and Recreation
<b>ACTION REQUESTED</b>			
Authorize Change Order No. 2 to the construction contract with Azteca Enterprises, Inc. for construction services at the Fair Park Coliseum, located at 1438 Coliseum Drive, in the amount of \$49,728.10: thereby increasing the contract from \$10,089,112.77 to 10,138,840.87			
<b>CONTRACT NUMBER:</b>	PKR-2019-00011385	<b>CONTRACT TERM:</b>	9/15/2020 To 2/8/2021

**BACKGROUND**  
 This change order consists of additional seating in the arena, rerouting a storm line to avoid an unforeseen electrical utility, upgrades to the proposed exit signs as well as electrical conduit, feeders and disconnect for an additional transformer. The contractor's proposal, dated 9/1/2020, is attached. All changes are requested by the City of Dallas Park and Recreation Department.

FUNDING	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
FUND 1V02	PKR	VC06	FPRK	4310	PK17VC06	PKR-2019-00011385	\$49,728.10
<b>PROGRAM NO.:</b>		See Program		<b>COMMODITY CODE:</b>		91200	<b>FINANCING:</b> 2017 Bond Program (C)

<b>M/WBE INFORMATION</b> Place an X in the appropriate boxes:  <input type="checkbox"/> African-American <input type="checkbox"/> Hispanic  Caucasian: Female <input type="checkbox"/> Male <input type="checkbox"/>  <input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American) M/WBE Certification Number: _____	<b>CHANGE ORDER DATA</b> Change Order No. <u>2</u> Original CR/AA No. <u>20-0370</u> Original CR/AA Date <u>2/26/2020</u> Original CR/AA Amount <u>\$10,042,531.00</u> Total of Previous Change Orders <u>\$46,581.77 / \$10,089,112.77</u> Change Amount Including this Order <u>\$96,309.87 / \$10,138,840.87</u> Total Change Order Percentage <u>0.96%</u>
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**APPROVAL**

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

BY DEPARTMENT DIRECTOR	DATE
<i>John Santana</i> John Santana (Sep 29, 2020 06:29 CDT)	Sep 29, 2020

*Calvert Collins-Bratton*  
 Calvert Collins-Bratton, President  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department  
 Date: Sep 29, 2020  
 REV 1/2020

Attested by:  
*Anthony Becker*  
 Anthony Becker, Secretary  
 Park and Recreation Board  
 Date: Sep 29, 2020



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

20-1197  
RECEIVED

2020 OCT -1 PM 3:05  
CITY SECRETARY  
DALLAS, TEXAS

August 31, 2020

J. Brandt  
Alicia Brandt

alicia.brandt@jbrandt.com  
817-877-0513

RE: BT1728 Service Pins, Awards, Medals, and Bars


Dear Ms. Brandt,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on December 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through December 31, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by September 2, 2020.

- YES, I agree to extend this agreement through December 31, 2021.
- NO, I decline to extend this agreement.

	August 31, 2020
_____ Authorized Signature	_____ Date
Alicia Brandt	VP Sales
_____ Name	_____ Title

Please let me know if you have any questions or concerns.

Thank you,

Marci Chrismon  
Senior Buyer  
Office of Procurement Services  
Marci.chrismon@dallascityhall.com  
214-212-0336

  
Chhunmy Chhean (Sep 30, 2020 16:57 CDT)

\_\_\_\_\_  
Director, Office of Procurement Services

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**

RECEIVED

2020 OCT -1 PM 3:05  
CITY SECRETARY  
DALLAS, TEXAS



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

8/31/2020

Metis, Inc.  
Ashli Smith

asmith@metisinc.com  
405-815-7388

RE: BT1728 Service Pins, Awards, Medals, and Bars

Dear Ms. Smith,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **December 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **December 31, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **September 2, 2020**.

**YES, I agree to extend this agreement through December 31, 2021.**

**NO, I decline to extend this agreement.**

*Sandy Harris*

Authorized Signature

9. 2. 2020

Date

*Sandy Harris*

Name

Treasurer

Title

Please let me know if you have any questions or concerns.

Thank you,

Marci Chrismon  
Senior Buyer  
Office of Procurement Services  
Marci.chrismon@dallascityhall.com  
214-212-0336

*Christy Chhean*

Christy Chhean [Sep 30, 2020 16:57 CDT]

Director, Office of Procurement Services

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**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED **20-1199**

2020 OCT -1 PM 3:05  
CITY SECRETARY  
DALLAS, TEXAS

August 17, 2020

STANDARD FLS EE CORPORATION dba Orion Safety Products  
Ken Harrison  
kenny@orionsignals.com  
800/637-7807

RE: BY1709 Emergency Flares POM-2018-00004354

Dear Mr. Harrison,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **December 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **March 31, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 21, 2020**.

**YES, I agree to extend this agreement through March 31, 2021.**

**NO, I decline to extend this agreement.**

*[Handwritten Signature]*  
Authorized Signature  
*E. Kenneth Harrison*  
Name

*8/17/2020*  
Date  
*Contract Mgr.*  
Title

Please let me know if you have any questions or concerns.

Thank you,

Marci Chrismon  
Senior Buyer  
Office of Procurement Services  
Marci.chrismon@dallascityhall.com  
214-212-0336

*[Handwritten Signature]* *Chhunny Chhean*  
Chhunny Chhean (Sep 24, 2020 10:36 CDT)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
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# 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

**20-1207**

EFFECTIVE DATE

**SEP 22 2020**

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 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  
 OCT 8 AM 9:22  
 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: **Moody Nolan Inc.** Vendor No. **VS0000008419**

Subject: **Thurgood Marshall Renovations Moody Nolan Inc. Supplemental Agreement #2**

Lead Dept: **Park and Recreation Department**

Action Requested: **Authorize Supplemental Agreement # 02 with Moody Nolan Inc., in the amount of \$3,430.00; thereby increasing the contract from \$111,513.00 to \$114,943.00. 9/11/2020**

Contract Number:	<b>PKR-2018-00007110</b>	Contract Term:	<b>Nov 2018</b>	to	<b>December 2020</b>
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Background: **This supplemental agreement administrative change order will cover the design fee for new reception desk removable plexiglass, motion activated door design to meet city's COVID 19 safety guidelines.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
1V00	PKR	VB26	RECC	4111	PK17VB26	CX - PKR-2018-00007110	\$3,430.00	
Financing: 2017 Bond Program (B)							TOTAL:	\$3,430.00

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
	2	18-1620	11/29/2018	\$93,355.00	\$18,158.00	\$114,943.00	23.12%

*RAW 8/31/20* APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*John Santana*  
By Department Director  
Date: Sep 22, 2020

*Benjamin N. Samples, II*  
Approved as to Form by City Attorney  
Date: Oct 8, 2020

*[Signature]*  
By City Manager  
Date: Sep 22, 2020



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1208**  
**RECEIVED**  
2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 19, 2020

ATC Freightliner Group LLC dba Premier Truck Group (VC14623)  
Clinton Hiatt  
4200 Port Blvd.  
Dallas, TX 75339-8800  
chiatt@premiertruck.com  
972-225-4300

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

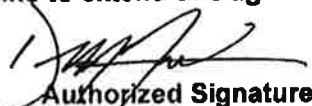
Dear Clinton Hiatt,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **October 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **October 12, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 14, 2020**.

- YES, I agree to extend this agreement through October 12, 2021.**
- NO, I decline to extend this agreement.**

  
 Authorized Signature  
 Drew M. Burk  
 Name

8-19-2020  
 Date  
 General Manager  
 Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
 Director, Office of Procurement Services

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
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OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

8/10/2020

Berry Companies, Inc. dba Bobcat of Dallas (VC0000008555)  
Cole Young  
P.O. Box 944188  
Dallas, TX 75294-4188  
cyoung@bobcatofdallas.com  
972-617-3842

RE Original Equipment Manufacturer - Car, Truck, Lits, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Cole Young,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement under the same terms and conditions through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

*Cole Young*  
Authorized Signature

*8/10/2020*  
Date

*Cole Young*  
Name

*President - Bobcat of North Texas*  
Title

Please let me know if you have any questions or concerns.

Thank you

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*Chhunmy Chhean*  
*Chhunmy Chhean*  
Director, Office of Procurement Services

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**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1285**  
**RECEIVED**  
2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 17, 2020

CLS Sewer Equipment Co., Inc. (VS0000018694)  
Jerry Sonnier  
726 S. Sherman St.  
Richardson, TX 75081  
sales@sewertools.com  
972-479-1335

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Jerry Sonnier,

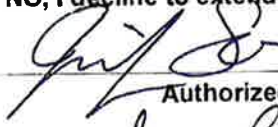
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

	<u>8/17/20</u>
Authorized Signature	Date
<u>Jennifer Sonnier</u>	<u>Account</u>
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
  
 Director, Office of Procurement Services

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**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1286**  
**RECEIVED**

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 10, 2020

CTE Holding, LLC dba Custom Truck One Source, L.P. (VS89382)  
Bart McClary  
7200 Jack Newell Boulevard South  
Fort Worth, TX 76118  
bmclary@customtruck.com  
817-542-3096

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Bart McClary,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

*[Handwritten Signature]*  
\_\_\_\_\_  
Authorized Signature

8/10/2020  
\_\_\_\_\_  
Date

C. NATHAN WISE  
\_\_\_\_\_  
Name

GENERAL MANAGER  
\_\_\_\_\_  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*[Handwritten Signature]*  
*Chhunny Chhean*  
\_\_\_\_\_  
Director, Office of Procurement Services

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**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

20-1287  
RECEIVED  
2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 8, 2020

Four Brothers Outdoor Power (256331)  
Russell Kelly  
2324 East I-30  
Royse City, TX 75189  
rk99@live.com  
972-636-2963

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Russell Kelly,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

*Russell Kelly*  
Authorized Signature  
*Russell Kelly*  
Name

*8-8-20*  
Date  
*V P*  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*WLL*  
*Chhunny Chhean*  
Chhunny Chhean (Oct 12, 2020 14:06 CDT)  
Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)

RECEIVED



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 8, 2020

Freedom Chevrolet (VS0000077188)  
Brian Condley  
815 E. Camp Wisdom Rd.  
Duncanville, TX 75116  
briancondley@edmorse.com  
972-298-4911

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Brian Condley,


Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

	8-10-20
Authorized Signature	Date
Brian Condley	Parts/Service Director
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunny Chhean (08/12/2020 14:05:02 CDT)  
 Director, Office of Procurement Services

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OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED 20-1289

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 8, 2020

Freedom Dodge (VS0000077189)  
Brian Condley  
815 E. Camp Wisdom Rd.  
Duncanville, TX 75116  
briancondley@edmorse.com  
972-298-4911

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Brian Condley,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

*Brian Condley*  
\_\_\_\_\_  
Authorized Signature

8-12-20  
\_\_\_\_\_  
Date

Brian Condley  
\_\_\_\_\_  
Name

Parts Service Director  
\_\_\_\_\_  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*Chummy Chhean*  
\_\_\_\_\_  
City of Dallas (08-12-2020 14:00 CST)

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1298**  
**RECEIVED**  
2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

September 21, 2020

Holt Texas LTD (506724)  
Will Roberson  
2000 East Airport Freeway  
Irving, TX 75063  
James.roberson@holtcat.com  
817-825-0411

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Will Roberson,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through April 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by September 8, 2020.

**YES, I agree to extend this agreement through April 12, 2021.**

**NO, I decline to extend this agreement.**

Digitally signed by Angela M. Graf  
DN: cn=Angela M. Graf, o=Holt Texas, LTD, ou=Contracts, email=angela.graf@holtcat.com, c=US  
Date: 2020.09.21 13:27:02 -05'00'

**Authorized Signature**

**Date**

**Michael Puryear, General Counsel by Angela Graf, Contract Supervisor**

Please let me know if you have any questions or concerns.

Thank you,

William Lambert PI  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunny Chhean (36112, 20201495, E.O.I.)

**Director, Office of Procurement Services**

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(Name and Tax ID number changes cannot be made online.)**



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**RECEIVED** 20-1299  
2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 19, 2020

Kinloch Equipment & Supply, Inc (504975)  
Dan Federico  
763 109th Street  
Arlington, TX 76011  
dfederico@kinlochequip.com  
813-713-1455

RE Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Dan Federico,


Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification

Please complete the information requested below and send the completed form to me via email by August 21, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

  
Authorized Signature  
Jeff Jackson  
Name

8/19/20  
Date  
Operations Manager  
Title

Please let me know if you have any questions or concerns

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
City of Dallas (Oct 12, 2020 14:05 CST)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

20-1373  
RECEIVED

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

October 6, 2020

Kirby-Smith Machinery (502341)  
Pat Farquharson  
8505 S Central Expressway  
Dallas, TX 75241  
patf@kirby-smith.com  
214-288-8164

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Pat Farquharson,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **October 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **October 12, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 21, 2020**.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

<i>J. Pat Farquharson</i>	09/04/2020
<b>Authorized Signature</b>	<b>Date</b>
J. Pat Farquharson	Territory Representative
<b>Name</b>	<b>Title</b>

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*Chhunny Chhean*  
City of Dallas

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1374

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 8, 2020

Landmark Equipment, Inc. (502100)  
Gary Lyle  
1351 South Loop 12  
Irving, TX 75060  
gary@landmarkeq.com  
972-579-9999

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Gary Lyle,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

  
Authorized Signature

8-8-20  
Date

GARY LYLE  
Name

VICE PRESIDENT  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
City of Dallas Procurement Services

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



City of Dallas

**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

20-1375  
RECEIVED

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

September 4, 2020

Longhorn Harley-Davidson (VS0000028407)  
David Magers  
2830 West Interstate 20  
Grand Prairie, TX 75052  
motorofficer@longhornhd.com  
972-935-6904

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear David Magers,

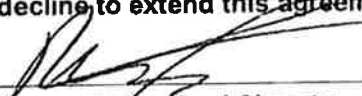
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through April 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 21, 2020.

**YES, I agree to extend this agreement through April 12, 2021.**

**NO, I decline to extend this agreement.**

  
\_\_\_\_\_  
Authorized Signature  
David Magers

09/04/2020

Date

Police Fleet Account Manager

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunny Chhean  
Chhunny Chhean (Oct 8, 2020 14:10 CDT)

Director, Office of Procurement Services

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1376

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

September 9, 2020

Metro Fire Apparatus Specialists (339015)  
Andy King  
10940 W. Sam Houston Pkwy N. St. 325  
Houston, TX 77064  
aking@mfas.com  
713-904-4147

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Andy King,

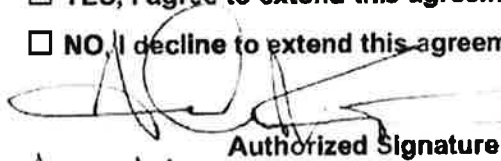
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **October 12, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **April 12, 2021**, or until the funds are depleted, whichever is sooner.


By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **September 8, 2020**.

YES, I agree to extend this agreement through **April 12, 2021**.

NO, I decline to extend this agreement.

  
Authorized Signature

  
Name

9-8-20

Date  
OPERATIONS MANAGER  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunhy Chhean

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1377

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 10, 2020

MHC Kenworth dba Texas Kenworth (VS0000039231)  
Wesley Hatchel  
4040 Irving Blvd  
Dallas, TX 75247  
wesley.hatchel@mhc.com  
214-920-7300

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Wesley Hatchel,

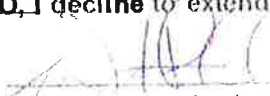
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

  
\_\_\_\_\_  
**Authorized Signature**

8/10/2020  
\_\_\_\_\_  
**Date**

Wesley Hatchel  
\_\_\_\_\_  
**Name**

P. DE SALES  
\_\_\_\_\_  
**Title**

Please let me know if you have any questions or concerns

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
\_\_\_\_\_  
**Director, Office of Procurement Services**

**Director, Office of Procurement Services**

Changes to supplier accounts may be completed online at <https://vendors.dallascityhall.com>.  
(Name and Tax ID number changes cannot be made online.)





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1378

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 10, 2020

RDO Equipment Co. (VS91627)  
Brandon Aldridge  
P.O. Box 7160  
Fargo, ND 58108-7160  
baldrige@rdoequipment.com  
972-438-4699

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Brandon Aldridge,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

	8/10/20
Authorized Signature	Date
Brandon Aldridge	Account Manager
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunny Chhean (Oct 14, 2020 14:16:27)

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

20-1379  
**RECEIVED**

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 10, 2020

Rush Truck Centers of Texas, LP (VS0000078878)  
Richard Sucre  
4200 Irving Blvd  
Dallas, TX 75247-5820  
sucrer@rushenterprises.com  
214-631-2050

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Richard Sucre,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

**NO, I decline to extend this agreement.**

*Richard Sucre*  
Authorized Signature

08/10/2020

Date

Richard Sucre

General Manager

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*Chhunny Chean*  
City of Dallas (08/10/2020 2:34:00 PM)

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED 20-1581

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 13, 2020

Southwest International Trucks, Inc. (003940)  
Mike Haugh  
P.O. Box 560685  
Dallas, TX 75356-0685  
mike.haugh@swit-tx.com  
214-6384635

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Mike Haugh,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

YES, I agree to extend this agreement through October 12, 2021.

NO, I decline to extend this agreement.

Authorized Signature

Scott Towles

Name

8/13/2020

Date

Sales Rep.

Title

Please let me know if you have any questions or concerns

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

Chhunny Chhean

City of Dallas (003940-202019-000001)

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)

RECEIVED

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

August 26, 2020

Stewart & Stevenson Power Products, LLC (951731)  
Randall Bias  
P.O. Box 301063  
Dallas, TX 75303-1063  
r.bias@ssss.com  
214-631-5370

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Randall Bias,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 21, 2020.

**YES, I agree to extend this agreement through October 12, 2021.**

NO, I decline to extend this agreement.

*Randal Ray Bias*  
\_\_\_\_\_  
Authorized Signature

8/26/2020  
\_\_\_\_\_  
Date

RANDAL RAY BIAS  
\_\_\_\_\_  
Name

ON-Highway Accounts Manager  
\_\_\_\_\_  
Title

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

*Chummy Chhean*  
\_\_\_\_\_  
Chummy Chhean (3010, 2010, 10, 10, 10, 10)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1583

2020 OCT 14 PM 2:32  
CITY SECRETARY  
DALLAS, TEXAS

August 14, 2020

Tom Loftis, Inc. dba Austin Turf and Tractor (353926)  
Ben Rutland  
2098 Valley View Lane  
Farmers Branch, TX 75234  
ben.rutland@austinturf.com  
830-693-6477

RE: Original Equipment Manufacturer - Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor (BN1702)

Dear Ben Rutland,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 12, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 12, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 14, 2020.

- YES, I agree to extend this agreement through October 12, 2021.**
- NO, I decline to extend this agreement.**

	8/14/2020
<b>Authorized Signature</b>	<b>Date</b>
Ben Rutland	North TX ops MGR.
<b>Name</b>	<b>Title</b>

Please let me know if you have any questions or concerns.

Thank you,

William Lambert  
Buyer III  
Office of Procurement Services  
william.lambert@dallascityhall.com  
214-671-9422

  
Chhunny Chhean (0 - 18, 2020 14 10 11)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED **20-1584**

2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS

June 2, 2020

CMC Network Solutions (VC16003)  
Scott Broekemeier  
2700 Research Drive Suite #100  
Plano TX 75074  
scott@cmcns.com  
972-203-3400

RE: Mechanical and Electrical Equipment Operation and Maintenance Associated with Woodall Rodgers Tunnel  
- STS-2017-00009221  
AA/Res: 17-1265

Dear CMC Network Solutions,


Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **August 22, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 22, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **June 15, 2020**.

**YES, CMC Network Solutions agrees to extend this agreement through August 22, 2021.**

**NO, CMC Network Solutions declines to extend this agreement.**

  
\_\_\_\_\_  
**Authorized Signature**

6/1/20  
\_\_\_\_\_  
**Date**

SCOTT BROEKEMEIER  
\_\_\_\_\_  
**Name**

VP  
\_\_\_\_\_  
**Title**

Please let me know if you have any questions or concerns.

Thank you,

Emily Grose  
Senior Buyer  
Office of Procurement Services  
Emily.grose@dallascityhall.com  
214-670-3391

*NG*

  
\_\_\_\_\_  
Chhunny Chhean (214) 670-3391

**Director, Office of Procurement Services**

**Bond Review Acknowledgement & Date**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1585**  
**RECEIVED**  
2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS

August 6, 2020

Environmental Improvement (399480)  
Maryline Wilson  
517 North Kealy  
Lewisville, TX 75057  
[mwilson@ei2dalals.com](mailto:mwilson@ei2dalals.com)  
972-436-2536

RE: Pumps and Pump Parts BM1806 (POM-2018-00006843)

Dear Maryline Wilson,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **August 7, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 6, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 2, 2020**.

**YES, I agree to extend this agreement through August 6, 2021.**

**NO, I decline to extend this agreement.**

  
Authorized Signature  
Soay Brown  
Name

8-6-2020  
Date  
Vice President  
Title

Please let me know if you have any questions or concerns

Thank you,

Mario Torres  
Buyer III  
Office of Procurement Services  
[mario.torres@dallascityhall.com](mailto:mario.torres@dallascityhall.com)  
214-671-9829

  
Chhunny Chhean  
City of Dallas

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1586**  
**RECEIVED**

2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS

July 30, 2020

FCX Performance Inc. dba Pierce Pump Company (VC14294)  
Jason McNatt  
9010 John W Carpenter Fwy  
Dallas, TX 75247  
[jmcnatt@piercepumpco.com](mailto:jmcnatt@piercepumpco.com)  
214-640-7547

RE: Pumps and Pump Parts BM1806 (POM-2018-00006843)

Dear Jason McNatt,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on August 7, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through August 6, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 2, 2020.

YES, I agree to extend this agreement through August 6, 2021.

NO, I decline to extend this agreement.

July 30, 2020

\_\_\_\_\_  
**Authorized Signature**

**Date**

Travis Lee

Vice President - Sales

**Name**

**Title**

Please let me know if you have any questions or concerns.

Thank you,

Mario Torres  
Buyer III  
Office of Procurement Services  
[mario.torres@dallascityhall.com](mailto:mario.torres@dallascityhall.com)  
214-671-9829

Chhunmy Chhean (Oct 7, 2020 08:47 CDT)

\_\_\_\_\_  
**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**

RECEIVED

2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

July 29, 2020

*Macaulay*

~~Macaulay~~ Controls Company (168609)  
Jim Hollway / ~~Ann Lippert~~  
P O BOX 890231  
Houston, TX 77289  
~~lippert@macaulaycontrols.com~~  
[jhollway@macaulaycontrols.com](mailto:jhollway@macaulaycontrols.com)  
281-282-0104 / 281-282-0100

RE: Pumps and Pump Parts BM1806 (POM-2018-00006843)

Dear Jim Hollway / ~~Ann Lippert~~,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **August 7, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **August 6, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **August 2, 2020**.

- YES, I agree to extend this agreement through August 6, 2021.** - with the attached changes, on the Master Company
- NO, I decline to extend this agreement.**

*Kari Hollway*  
 \_\_\_\_\_  
 Authorized Signature  
 Date: *7/30/20*

*Kari Hollway*  
 \_\_\_\_\_  
 Name  
 Title: *President*

Please let me know if you have any questions or concerns.

Thank you,

Mario Torres  
Buyer III  
Office of Procurement Services  
[mario.torres@dallascityhall.com](mailto:mario.torres@dallascityhall.com)  
214-671-9829

*NTJ*

*Chhunny Chhean*  
 \_\_\_\_\_  
 Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1588**  
**RECEIVED**  
2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS

September 23, 2020

Spectrolab, Inc.  
Felipe Delgado

[felipe.j.delgado@boeing.com](mailto:felipe.j.delgado@boeing.com)  
818 365-4611

RE: Helicopter Search Lights BJ1513

Dear Mr. Delgado,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on February 2, 2021. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through February 28, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by September 25, 2020.

**YES, I agree to extend this agreement through February 28, 2022.**

**NO, I decline to extend this agreement.**

Felipe J. Delgado	09/23/2020
_____ Authorized Signature	_____ Date
Felipe J. Delgado	Customer Service Coordinator
_____ Name	_____ Title

Please let me know if you have any questions or concerns.

Thank you,

Marci Chrismon  
Senior Buyer  
Office of Procurement Services  
[Marci.chrismon@dallascityhall.com](mailto:Marci.chrismon@dallascityhall.com)  
214-212-0336

Chhunny Chhean (Oct 7, 2020 08:46 CDT)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1589**  
**RECEIVED**  
2020 OCT -8 AM 9:41  
CITY SECRETARY  
DALLAS, TEXAS

August 3, 2020

Xylem Water Solutions U S A INC (VC0000010486)  
Tom Izer  
14125 South Bridge Circle  
Charlotte, NC 28273  
[tom.izer@xylem.com](mailto:tom.izer@xylem.com)  
704-409-9752

RE: Pumps and Pump Parts BM1806 (POM-2018-00006843)

Dear Tom Izer,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on August 7, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through August 6, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 2, 2020.

**YES, I agree to extend this agreement through August 6, 2021.**

**NO, I decline to extend this agreement.**

<i>Nic Piano</i>	8/3/2020
<b>Authorized Signature</b>	<b>Date</b>
Nic Piano	Direct Sales Representative
<b>Name</b>	<b>Title</b>

Please let me know if you have any questions or concerns.

Thank you,

Mario Torres  
Buyer III  
Office of Procurement Services  
[mario.torres@dallascityhall.com](mailto:mario.torres@dallascityhall.com)  
214-671-9829

*Chunny Chhean*  
Chunny Chhean (3/17, 2020 08:47 EDT)

**Director, Office of Procurement Services**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

**20-1590**

EFFECTIVE DATE

10/19/2020

### 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  
 2020 OCT 20 PM 12:48  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Quest Civil Constructors, Inc.	<b>VENDOR NUMBER</b>	VS0000038219
<b>CONTRACT NAME</b>	Elm Fork Residuals Basins Site	<b>DEPARTMENT</b>	Dallas Water Utilities

**ACTION REQUESTED**

Request approval of Change Order No. 3 to the construction contract with Quest Civil Constructors, Inc. Approval of the final milestone to be increased by 72 days. There is no change to the contract value.

<b>CONTRACT NUMBER:</b>	DWU-2016-00001447	<b>CONTRACT TERM:</b>	10/14/2018 To 12/31/2020
-------------------------	-------------------	-----------------------	--------------------------

**BACKGROUND**

On May 27, 2015, City Council authorized a construction contract with Quest Civil Constructors, Inc. for the cleaning and rehabilitation of a residuals basins site at the Elm Fork Water Treatment Plant (EFWTP) by Resolution No. 15-0978. On January 11, 2017, City Council authorized (CO #1) for additional work by Resolution No. 17-0092. On June 13, 2018, City Council authorized (CO #2) by Resolution No. 18-0844. This project consists of cleaning and rehabilitation of an existing 145 acre EFWTP residuals basin site used for the collection of treatment process residuals. The project was needed to address aging infrastructure and process changes as recommended in the 2010 Water Quality Study. This project was the first one associated with the implementation of the Elm Fork Water Quality Improvements program and will help facilitate implementation of upcoming projects at the plant.

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

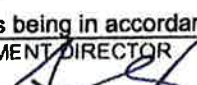
M/WBE Certification Number: \_\_\_\_\_

**CHANGE ORDER DATA**

Change Order No.	<u>3</u>	Original CR/AA No.	<u>150978</u>
Original CR/AA Date	<u>5/27/2015</u>	Original CR/AA Amount	<u>\$46,464,646.00</u>
Total of Previous Change Orders			<u>\$2,518,424.61</u>
Change Amount Including this Order			<u>\$2,518,424.61</u>
Total Change Order Percentage	<u>5.42%</u>		

**APPROVAL**

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

BY DEPARTMENT DIRECTOR  DATE 10/19/20



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

2020 OCT 23 AM 8:15  
CITY SECRETARY  
DALLAS, TEXAS

July 27, 2020

DIGITAL RESOURCES, INC. (VS0000049628)

ATTN: Wendy Bock

~~2040 Market Loop, Suite 100~~ 2107 Greenbriar Dr. Ste. B

Southlake, Texas 76092

P: 817-481-9300

E: [wbock@digitalresources.com](mailto:wbock@digitalresources.com)

RE: BUZ1405, Audio Visual Equipment

Dear Wendy Bock,

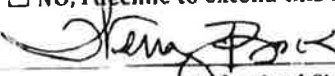
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **November 11, 2020**. The City of Dallas is requesting to extend this agreement with a 1-year renewal option, under the same terms and conditions, through **November 11, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **Friday, August 7, 2020**.

YES, I agree to extend this agreement through November 11, 2021.

NO, I decline to extend this agreement.

  
Authorized Signature

07/27/2020  
Date

Wendy Bock  
Name

President  
Title

Please let me know if you have any questions or concerns.

Thank you,

*Kirby*

Ms. Kirby Krol, Buyer III  
Office of Procurement Services  
E: [Kirby.Krol@DallasCityHall.com](mailto:Kirby.Krol@DallasCityHall.com)  
O: (214) 670-3413

*CK*



Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER

RECEIVED

2020 OCT 23 AM 8:15  
CITY SECRETARY  
DALLAS, TEXAS

September 9, 2020

Superior Fire Prevention, LLC dba Bare Metal East Texas (VC17215)  
Jared Reynolds  
1203 CR 2330  
Grapevine, TX 75844  
jreynolds@baremetalstandard.com  
903-724-7378

RE: Kitchen Exhaust Cleaning for PKR (BY1711)

Dear Superior Fire Prevention, LLC dba Bare Metal East Texas,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on December 20, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through December 20, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **September 15, 2020**.

YES, I agree to extend this agreement through December 20, 2021.

NO, I decline to extend this agreement.

	9/9/2020
Authorized Signature	Date
Jared Reynolds	Member
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

Emily Grose  
Senior Buyer  
Office of Procurement Services  
emily.grose@dallascityhall.com  
214-670-3391

Chummy Chhean  
Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1593**

RECEIVED

February 26, 2020

2020 OCT 23 AM 8:15  
CITY SECRETARY  
DALLAS, TEXAS

The Brandt Companies, LLC (Vendor No. VS0000070771)  
ATTN: Mike Klomps  
1728 Briercroft Court  
Carrollton, Texas 75006  
P: (214) 907-1118  
[Mike.Klomps@brandt.us](mailto:Mike.Klomps@brandt.us)

**RE: POM-2017-00002879  
Resolution No.: 17-1396**

To Whom it May Concern,


Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on September 27, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through September 27, 2021, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **Monday, March 9, 2020**.

**YES, The Brandt Companies, LLC agrees to extend this agreement through September 27, 2021.**

**NO, The Brandt Companies, LLC declines to extend this agreement.**

	<u>2-26-2020</u>
Authorized Signature	Date
<u>Charles Steele</u>	<u>Sales Manager</u>
Name	Title

Please let me know if you have any questions or concerns.

Thank you,

*Kirby Krol*  
**Kirby Krol**  
Buyer III  
Office of Procurement Services  
(214) 670-3413  
[Kirby.Krol@dallascityhall.com](mailto:Kirby.Krol@dallascityhall.com)

  
  
 Director, Office of Procurement Services

**Bond Review Acknowledgement & Date**

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)





**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

**20-1594**  
**RECEIVED**  
2020 OCT 23 AM 8:15  
CITY SECRETARY  
DALLAS, TEXAS

July 28, 2020

Thomas Reprographic, Inc. (007564)  
Gretchen Khoury  
600 N Central Expressway  
Richardson, TX  
Stephanie@thomasrepro.com  
972-231-7227

RE: BX1511 – Reprographic Printing  
AA/Res: 15-1862  
Prior Actions:

Dear Thomas Reprographic, Inc.,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on October 13, 2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through October 13, 2022, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by August 15, 2020.

**YES**, Thomas Reprographic, Inc. agrees to extend this agreement through October 13, 2022.

**NO**, Thomas Reprographic, Inc. declines to extend this agreement.

**Kent Long**

Digitally signed by Kent Long  
DN: cn=Kent Long, o=Thomas Printworks, ou=Regional Vice  
President, email=kentlong@thomasprintworks.com, c=US  
Date: 2020.07.28 13:00:05 -05'00'

**7-28-2020**

**Authorized Signature**

**Date**

**Kent Long**

**Regional Vice President**

**Name**

**Title**

Please let me know if you have any questions or concerns.

Thank you,

Emily Grose  
Senior Buyer  
Office of Procurement Services  
Emily.grose@dallascityhall.com  
214-670-3391

*Chhunny Chhean*  
Chhunny Chhean (00128, 20201001) (01)

**Director, Office of Procurement Services**

**Bond Review Acknowledgement & Date**

**Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)**



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

20-1595

EFFECTIVE DATE

Oct 26, 2020

### 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  
 2020 OCT 26 PM 3:58  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Phoenix I Restoration and Construction, Ltd.	<b>VENDOR NUMBER</b>	VC0000003594
<b>CONTRACT NAME</b>	Kalita Humphreys Theater Restoration	<b>DEPARTMENT</b>	Office of Bond and Construction Management

### ACTION REQUESTED

Authorize an extension to the construction contract term for the Kalita Humphreys Theater Restoration contract with Phoenix I Restoration and Construction, Ltd. This action results in no cost change to the contract.

<b>CONTRACT NUMBER:</b>	<b>BON-2020-00012644</b>	<b>CONTRACT TERM:</b>	<u>6/24/2020</u> To <u>12/20/2020</u>
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### BACKGROUND

On May 13, 2020, City Council authorized a construction services contract with Phoenix I Restoration and Construction, Ltd.. for the changeout of the Federal Pacific electrical panels, restoration of the roof, and water damage repairs at Kalita Humphreys Theater with Resolution No. 20-0713. Due to supply chain disruptions caused by unforeseeable circumstances, additional construction days are required. This action will authorize an extension to the construction contract term for the additional time needed to receive and install the five new electrical panels, roof access doors, and hardware.

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

<b>PROGRAM NO.:</b>	<b>EB17VF04</b>	<b>COMMODITY CODE:</b>	<b>FINANCING:</b>
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### 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.	<u>1</u>	Original CR/AA No.	<u>20-0713</u>
Original CR/AA Date	<u>5/13/2020</u>	Original CR/AA Amount	<u>\$418,800.00</u>
Total of Previous Change Orders	<u>\$0.00</u>		
Change Amount Including this Order	<u>\$0.00</u>		
Total Change Order Percentage	<u>0.00%</u>		

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

Oct 26, 2020



# 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

# 20-1596

### EFFECTIVE DATE

Oct 8, 2020

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  
 OCT 27 PM 2:21  
 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: TEAM Consultants, Inc. Vendor No. 255849

Subject: Singing Hills Rec. Center – Gym Addition

Lead Dept: Park and Recreation Department

Action Requested: Authorize Supplemental Agreement #2 with TEAM Consultants, Inc., in the amount of \$5,125.00; thereby increasing the contract from \$87,366.30 to \$92,491.30.

Contract Number:	PKR014019455	Contract Term:	n/a	to	
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Background: The proposal is to provide Geotechnical Investigation, and Construction Material Testing and Observation for the remainder of the Singing Hills Recreation Center – Gymnasium Addition.  
All changes are owner requested.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB22	MMCF	4113	PK17VB22	CT- PKR14019455	\$5,125.00
							10/6/2020
Financing: 2017 Bond Program (B)						TOTAL:	\$5,125.00

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
	2	13-1143	6/26/2013	\$83,023.30	\$4,343.00	\$9,468.00	11.4%

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

*John Denton*  
By Department Director  
Oct 8, 2020  
Date

*Christine Lannore*  
Approved as to Form by City Attorney  
Oct 27, 2020  
Date

*[Signature]*  
By City Manager  
Oct 8, 2020  
Date



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

20-1597

EFFECTIVE DATE

Oct 27, 2020

### 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  
 2020 OCT 27 PM 3:28  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Phoenix I Restoration and Construction, Ltd.	<b>VENDOR NUMBER</b>	VC0000003594
<b>CONTRACT NAME</b>	Sammons Center Restoration	<b>DEPARTMENT</b>	Office of Bond and Construction Management

### ACTION REQUESTED

Authorize an increase to the construction contract with Phoenix I Restoration and Construction, Ltd for additional services to address issues in the mortar behind the original downspout collector box for the Sammons Center, in an amount not to exceed \$5,804.81, increasing the contract from \$734,000.00 to \$739,804.81 and extending the contract terms.

<b>CONTRACT NUMBER:</b>	BON-2020-00012240	<b>CONTRACT TERM:</b>	5/1/2020 To 11/29/2020
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### BACKGROUND

On February 12, 2020, City Council authorized a construction services contract with Phoenix I Restoration and Construction, Ltd. for the exterior restoration of the Sammons Center, located at 3636 Harry Hines Boulevard, with Resolution No. 20-0261. Due to unforeseeable circumstances, damage to the exterior masonry wall was uncovered behind the downspout collector box during the scheduled replacement. This action will clean, repair, cut, and repaint cracks in the mortar caused by water leak damage and allow the correct attachment of the new collector box and downspout.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
1V49	OCA	VF07	CULF	4310	EB17VF07	CX BON-2020-00012240	\$5,804.81

PROGRAM NO.: EB17VF07      COMMODITY CODE:      FINANCING: 2017 General Obligation Bond Fund

### 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. 1      Original CR/AA No. 20-0261  
 Original CR/AA Date 2/12/2020      Original CR/AA Amount \$734,000.00  
 Total of Previous Change Orders \$0.00  
 Change Amount Including this Order \$5,804.81  
 Total Change Order Percentage 0.79%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

Oct 27, 2020





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

## 20-1598

EFFECTIVE DATE

Oct 20, 2020

### 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)?  No

RECEIVED  
 2020 OCT 28 AM 11:14  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Jeske Construction Co.	<b>VENDOR NUMBER</b>	083791
<b>CONTRACT NAME</b>	Runyon Creek Greenbelt Trail Phase II	<b>DEPARTMENT</b>	Park and Recreation

**ACTION REQUESTED**

Authorize Change Order # 4, an increase in the construction contract with Jeske Construction Co. in the amount of \$8,000.00; thereby increasing the contract from \$1,973,170.06 to 1,981,170.06

<b>CONTRACT NUMBER:</b>	PKR-2019-00008942	<b>CONTRACT TERM:</b>	220 Working Days To 230 Working Days
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**BACKGROUND**

Change Order #4 consists of the following items:  
 Add Reinforced concrete channel to existing flume to control storm water runoff.  
 (proposal attached)  
 All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
8T00	PKR	W354	HIBT	4599	PB12S619	PKR-2019-00008942	\$8,000.00

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

**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.	4	Original CR/AA No.	190276
Original CR/AA Date	2/13/2019	Original CR/AA Amount	\$1,914,766.81
Total of Previous Change Orders	\$58,403.25 / \$1,973,170.06		
Change Amount Including this Order	\$66,403.25 / \$1,981,170.06		
Total Change Order Percentage	3.47%		

### APPROVAL

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

BY DEPARTMENT DIRECTOR

*John J. [Signature]*  
 9-18-20

DATE  
 Oct 20, 2020

Attested by:

*Calvert Collins-Bratton*  
 Calvert Collins-Bratton, President  
 Park and Recreation Board  
 Original-City Secretary Copy - Initiating Department

Oct 20, 2020  
 Date

Anthony Becker, Secretary  
 Park and Recreation Board  
 Date  
 Oct 20, 2020



RECEIVED

2020 OCT 28 PM 4:58

CITY SECRETARY  
DALLAS, TEXAS



City of Dallas

**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

October 2, 2020

Garrett Group Regulatory Consulting LLC (VC16665)  
Garry Garrett  
1900 NM Expressway  
Oklahoma City, OK 73188  
ggarrett@garrettgroupplc.com  
405-239-2226

RE: Natural Gas Rate Consultant (BMS-017-00004093)

Dear Garry Garrett,

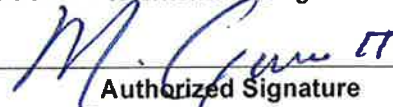
Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **October 31, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **October 21, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **October 9, 2020**.

**YES, I agree to extend this agreement through October 31, 2021.**

**NO, I decline to extend this agreement.**

 Authorized Signature	10/6/20 Date
MARK GARRETT Name	PRESIDENT Title

Please let me know if you have any questions or concerns.

Thank you,

Kirby Krol  
Sr. Buyer  
Office of Procurement Services  
Kirby.Krol@DallasCityHall.com  
(214)670-3413

*Nkj*

  
Chhunmy.Chhean (Oct 27, 2020 15:11 CDT)

Director, Office of Budget

Director, Office of Procurement Services

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



**OFFICE OF PROCUREMENT SERVICES  
EXTENSION REQUEST LETTER**

RECEIVED 20-1600

2020 OCT 28 PM 4:58

CITY SECRETARY  
DALLAS, TEXAS

October 13, 2020

TPG Pressure Inc. dba Thompson Pipe Group Pressure (VC19296)  
Colin Brown  
1004 MacArthur Blvd.  
Grand Prairie, Texas 75050  
[colin.brown@thompsonpipegroup.com](mailto:colin.brown@thompsonpipegroup.com)  
972-262-3600

**RE: BMZ1615 Large Concrete Water Pipes & Accessories**  
AA/Res: No. 19-1181

Dear TPG Pressure Inc. dba Thompson Pipe Group Pressure,

Your company is currently a supplier of goods and/or services of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **October 25, 2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **October 24, 2021**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **October 9, 2020**

**YES, TPG Pressure Inc. dba Thompson Pipe Group Pressure agrees to extend this agreement through October 24, 2021.**

**NO, TPG Pressure Inc. dba Thompson Pipe Group Pressure declines to extend this agreement.**

10-13-20

Authorized Signature

Date

DETLEV SCHLORKE

President

Name

Title

Please let me know if you have any questions or concerns.

Thank you,

Maria Cobar  
Buyer III  
[Maria.cobar@dallascityhall.com](mailto:Maria.cobar@dallascityhall.com)  
214-671-9298

  
Chhunny Chhean (Oct 27, 2020 12:56 CDT)

Director, Office of Procurement Services

Bond Review Acknowledgement & Date

Changes to supplier accounts may be completed online at <https://Vendors.DallasCityHall.com>.  
(Name and Tax ID number changes cannot be made online.)



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

**20-1601**

EFFECTIVE DATE

10/29/20

### 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  
 2020 OCT 30 AM 9:16  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Camino Construction, L.P.	<b>VENDOR NUMBER</b>	144735
<b>CONTRACT NAME</b>	Street Group 12-465 - Hendricks Ave & Meek Street	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order No. 5 to the construction contract with Camino Construction, L.P. for Street Group 12-465 in the amount of \$0. This action will not increase the contract amount of \$1,155,600.50.

**CONTRACT NUMBER:** PBW-2019-00009022      **CONTRACT TERM:** 7/8/2019 To 12/31/2020

**BACKGROUND**

During the construction of Hendricks Avenue and Meek Street, unforeseen utility conflicts were encountered which needed to be cleared and resulted in delaying the project completion. Consequently, it is necessary to compensate the contractor for time lost. This action will add 85 calendar days to the contract. All items needed for this change order are listed in the attachment.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
							\$0

**PROGRAM NO.:** PB12S603      **COMMODITY CODE:**      **FINANCING:**

<p><b>M/WBE INFORMATION</b></p> <p>Place an <input checked="" type="checkbox"/> in the appropriate boxes:</p> <p><input type="checkbox"/> African-American      <input checked="" type="checkbox"/> Hispanic</p> <p>Caucasian: Female <input type="checkbox"/> Male <input type="checkbox"/></p> <p><input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)</p> <p><b>M/WBE Certification Number:</b> HMDB38344N0620</p>	<p><b>CHANGE ORDER DATA</b></p> <p>Change Order No. <u>5</u>      Original CR/AA No. <u>19-0353</u></p> <p>Original CR/AA Date <u>2/27/2019</u>      Original CR/AA Amount <u>\$1,047,136.50</u></p> <p>Total of Previous Change Orders <u>\$108,464.00</u></p> <p>Change Amount Including this Order <u>\$0</u></p> <p>Total Change Order Percentage <u>10.36%</u></p>
--	---

904E BB CTN      **APPROVAL**

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

BY DEPARTMENT DIRECTOR Robert M. Perez      DATE 10/29/20



RECEIVED

2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS  
12/24/2019

**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

Vendor: ATC Freightliner Group LLC dba Premier Truck Group Vendor#: VC14623  
Clinton Hiett / Chinta Hari  
4200 Port Blvd  
Dallas, TX 75339  
chiett@premiertruck.com  
972-554-2119 / 972-225-4300

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **12/30/19**

**YES**, ATC Freightliner Group LLC dba Premier Truck Group agrees to extend this agreement through **10/12/2020**.

**NO**, ATC Freightliner Group LLC dba Premier Truck Group declines to extend this agreement.

Authorized Signature

12-26-19  
Date

BRIAN VOSTREZ

SALES MANAGER - NEW TRUCKS

Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

Chhunny Chhean  
Chhunny Chhean (Apr 10, 2020)

Apr 10, 2020

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.

RECEIVED

2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS



**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

12/24/2019

Vendor: Berry Companies, Inc. dba Bobcat of Dallas Vendor#: VC0000008555  
Tyler Brack / Cole Young  
1302 S. Stemmons Freeway  
Lewisville, TX 75067  
tbrake@bobcatofdallas.com  
972-617-3842

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA


Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **12/30/19**

- YES**, Berry Companies, Inc. dba Bobcat of Dallas agrees to extend this agreement through **10/12/2020**.
- NO**, Berry Companies, Inc. dba Bobcat of Dallas declines to extend this agreement.

  
 \_\_\_\_\_  
 Authorized Signature 12-26-2019  
Date  
 Cole Young, President - Bobcat of Dallas  
 \_\_\_\_\_  
 Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

  
 \_\_\_\_\_  
 Assistant Director or Director

Apr 10, 2020

Office of Procurement Services

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City of Dallas

2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS

OFFICE OF PROCUREMENT SERVICES  
MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

12/13/2019

Four Brothers Outdoor Power Vendor# 256331  
Diana Hoffman  
2324 East 1-30  
Royse City, TX 75189  
diana@fourbros.com charlie@fourbros.com  
972-636-2963

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Mike Haugh,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **12/23/19**

**YES**, Four Brothers Outdoor Power agrees to extend this agreement through **10/12/2020**.

**NO**, Four Brothers Outdoor Power declines to extend this agreement.

*Russell Kelly V.P.*  
Authorized Signature  
Printed Name and Title

*12-16-19*  
Date

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
Mario.torres@dallascityhall.com  
214-671-9829

*Chhunny Chhean*  
Chhunny Chhean (Apr 10, 2020)

Apr 10, 2020

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
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2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS

**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

12/26/2019

Vendor: Freedom Chevrolet Vendor#: VS0000077188  
Bert Stall  
815 E. Camp Wisdom Rd.  
Duncanville, TX 75116  
[bstall@freedomfleetsales.com](mailto:bstall@freedomfleetsales.com)  
(972)-707-9436

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **01/03/20**

**YES**, Freedom Chevrolet agrees to extend this agreement through **10/12/2020**.

**NO**, Freedom Chevrolet declines to extend this agreement.

Authorized Signature

12-30-19  
Date

Brian Conley Parts Dealer  
Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

Chhunmy Chhean (Apr 10, 2020)

Apr 10, 2020

Assistant Director or Director

Office of Procurement Services

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or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.

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2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS

**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

12/26/2019

Vendor: Freedom Dodge Vendor#: VS0000077189  
Bert Stull  
815 E. Camp Wisdom Rd.  
Duncanville, TX 75116  
[bstull@freedomfleetsales.com](mailto:bstull@freedomfleetsales.com)  
(972)-707-9436

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **01/03/20**

**YES**, Freedom Dodge agrees to extend this agreement through **10/12/2020**.

**NO**, Freedom Dodge declines to extend this agreement.

*[Signature]* \_\_\_\_\_ *12-30-19*  
Authorized Signature Date  
*Brian Cardley Parts Director*  
Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

*[Signature]* \_\_\_\_\_ **Apr 10, 2020**  
Assistant Director or Director  
Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>,  
or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.

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City of Dallas

OFFICE OF PROCUREMENT SERVICES

MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS  
12/24/2019

Vendor: Longhorn Harley-Davidson Vendor#: VS0000028407

David Magers  
2830 West I-20  
Grand Prairie, TX 75052  
Motorofficer@longhornhd.com  
(972) 935-6904

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**

AA/Res: NA

Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on 04/11/2020. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through 10/12/2020, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by 12/30/19

**YES**, Longhorn Harley-Davidson agrees to extend this agreement through 10/12/2020.

**NO**, Longhorn Harley-Davidson declines to extend this agreement.

12/31/2019

Authorized Signature

Date

David Magers Police Fleet Account Manager

Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III

Chhunny Chhean

4/10/20

Mario.torres@dallascityhall.com  
214-671-9829

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.

**Signature:** Chhunny Chhean  
Chhunny Chhean (Apr 10, 2020)

**Email:** [chhunny.chhean@dallascityhall.com](mailto:chhunny.chhean@dallascityhall.com)

**20-1607**



RECEIVED



City of Dallas

OFFICE OF PROCUREMENT SERVICES

MASTER AGREEMENT / CONTRACT EXTENSION REQUEST

2020 OCT 30 AM 10:05

CITY SECRETARY  
DALLAS, TEXAS

12/24/2019

Vendor: REV Ambulance Group Orlando, Inc. Vendor#: VS0000076949

Scott Barnes  
2737 N. Forsyth  
Winter Park, FL 32792  
scott.barnes@wheeledcoach.com  
800-342-0720

RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor

AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **12/30/19**

**YES**, REV Ambulance Group Orlando, Inc. agrees to extend this agreement through **10/12/2020**.

**NO**, REV Ambulance Group Orlando, Inc. declines to extend this agreement.

*Scott Barnes*  
Authorized Signature

*12/30/2019*  
Date

*SCOTT BARNES, VP Sales*  
Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

*Chhunny Chhean*  
Chhunny Chhean (Apr 10, 2020)

Apr 10, 2020

Assistant Director or Director  
Office of Procurement Services

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or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.

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City of Dallas

2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS

OFFICE OF PROCUREMENT SERVICES

MASTER AGREEMENT/CONTRACT EXTENSION REQUEST

12/26/2019

Vendor: Rush Truck Center of Texas, LP dba Rush Truck Center, Dallas Medium Duty  
Vendor#: VS0000078878

Richard Sucre  
4000 Irving Blvd  
Dallas, TX 75247  
[sucrer@rushenterprises.com](mailto:sucrer@rushenterprises.com)  
214-631-2050 / 214-678-5900

**RE: POM-2018-00004985 Vehicle and Equipment Mfg. (OEM) Parts and Labor**  
AA/Res: 18-0615  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/25/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/26/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **01/03/20**

**YES**, Rush Truck Center of Texas agrees to extend this agreement through **10/26/2020**.

**NO**, Rush Truck Center of Texas declines to extend this agreement.

Authorized Signature

01/06/2020

Date

Richard Sucre – General Manager

Printed Name and Title

Please let me know if you have any questions or concerns.

Thank you,  
Mario Torres, Buyer III

[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

**Chhunny Chhean**

**4/10/20**

Assistant Director or Director

Office of Procurement Services

Changes to vendor accounts may be completed online at <https://vendors.dallascityhall.com>, or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).

Note: name and tax ID number changes cannot be made online.

RECEIVED



2020 OCT 30 AM 10:05  
CITY SECRETARY  
DALLAS, TEXAS

**City of Dallas**  
**OFFICE OF PROCUREMENT SERVICES**  
**MASTER AGREEMENT/CONTRACT EXTENSION REQUEST**

12/24/2019

Vendor: Stewart & Stevenson Power Products, LLC Vendor#: 951731  
Guy Sutherland  
1631 Chalk Hill Road  
Dallas, TX 75212  
gsutherland@ssss.com  
214-631-5370

**RE: BN1702 OEM-Car, Truck, Lifts, Motorcycle and Equipment Parts and Labor**  
AA/Res: NA  
Prior Actions: NA

Dear Vendor,

Your company is currently supplying goods and/or services as a vendor of the City of Dallas for the above referenced master agreement. The term of this agreement expires on **04/11/2020**. The City of Dallas is requesting to extend this agreement, under the same terms and conditions, through **10/12/2020**, or until the funds are depleted, whichever is sooner.

By agreeing to this extension, you also agree to maintain any required insurance or bonding required in the original agreement for the term of the extension. If bonding is required, please submit the bonding documents to me for review and compliance verification.

Please complete the information requested below and send the completed form to me via email by **12/30/19**

**YES**, Stewart & Stevenson Power Products, LLC agrees to extend this agreement through **10/12/2020**.

**NO**, Stewart & Stevenson Power Products, LLC declines to extend this agreement.

*[Handwritten Signature]* \_\_\_\_\_ *1-3-2020*  
Authorized Signature Date  
*Guy Sutherland* \_\_\_\_\_ *Special Accounts Mgr*  
Printed Name and Title

Please let me know if you have any <sup>MB</sup> questions or concerns.

Thank you,  
Mario Torres, Buyer III  
[Mario.torres@dallascityhall.com](mailto:Mario.torres@dallascityhall.com)  
214-671-9829

**Chhunny Chhean** 4/10/20  
Assistant Director or Director  
Office of Procurement Services

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or by filling out the Vendor Update Form and submitting it to [CODVendorregistrations@dallascityhall.com](mailto:CODVendorregistrations@dallascityhall.com).  
Note: name and tax ID number changes cannot be made online.

**Signature:** Chunny Chhean  
Chunny Chhean (Apr 10, 2020)

**Email:** [chunny.chhean@dallascityhall.com](mailto:chunny.chhean@dallascityhall.com)

**20-1610**



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
<b>20-1611</b>
EFFECTIVE DATE
10/30/2020

### 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  
 2020 OCT 30 PM 3:42  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Structural Technologies, LLC	<b>VENDOR NUMBER</b>	VS0000042148
<b>CONTRACT NAME</b>	City Hall Parking Garage Slab Repairs	<b>DEPARTMENT</b>	Building Services

**ACTION REQUESTED**

Authorize payment of the amount of \$19,502.00 to Structural Technologies, LLC for change order no. 4 for the modification of columns at the down ramps between L1 and L2.

<b>CONTRACT NUMBER:</b>	<b>BSD-2019-00008202</b>	<b>CONTRACT TERM:</b>	12/17/2018 To 4/1/2021
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**BACKGROUND**

Contact plans S3.01, detail 8 shows that the enlargement stops at the joints, however a ledger would have to be poured in order to sit the columns and the enlargement of the columns above the wall on columns 11, 12, 19, 28 and 30. Then Structural engineer reviewed and issued a revised details for the installation of these columns.

This change is for the additional labor and materials for construction of the new details (RFI #11)

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0671	BSD	W620		3210	BS18159	BSD-2019-00008202	\$19,502.00

PROGRAM NO.: **BS18159**      COMMODITY CODE: **91200**      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. 04      Original CR/AA No. 18-1654

Original CR/AA Date 11/28/18      Original CR/AA Amount \$642,600.00


Total of Previous Change Orders \$67,337.00

Change Amount Including this Order \$86,839.00

Total Change Order Percentage 13.50%

**APPROVAL**

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

BY DEPARTMENT DIRECTOR:       DATE: 10/30/20





# 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.**

<b>ADMINISTRATIVE ACTION</b>
<b>20-5998</b>
<b>EFFECTIVE DATE</b>
9/3/2020

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  
 OCT -1 AM 8:15  
 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:	The University of Texas at Austin Dell Medical School	Vendor No.	VC21562
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**Subject:** Budgeting for Equity Tool Evaluation

**Lead Dept:** Office of Equity

**Action Requested:** Authorize a service contract to evaluate the Budgeting for Equity Tool and process from September to December 2020.

<b>Contract Number:</b>	EQU-2020-00013575	<b>Contract Term:</b>	9/11/2020	to	9/11/2021
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**Background:** The Dallas Equity Office has requested assistance conducting a process evaluation to ensure the Budgeting for Equity (BfE) tool to develop a baseline and ensure the tool is beneficial for departments and the City as a whole.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	MGT	4245		3070		MASC EQU-2020-00013575	\$21,060
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 _____ By Department Director	9/3/2020 _____ Date	 _____ Approved as to Form by City Attorney	9/30/2020 _____ Date
 _____ By City Manager		9/3/2020 _____ Date	

 <b>CITY OF DALLAS</b>	<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>	<b>ADMINISTRATIVE ACTION</b>
		<b>20-5999</b>
		<b>EFFECTIVE DATE</b>
		9/30/2020

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%).
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- 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.

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 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: Center for Public Priorities dba Every Texan Vendor No. VC21047

Subject: Dallas Equity Indicators Update

Lead Dept: Office of Equity and Inclusion

Action Requested: Authorize an agreement for the Office of Equity and Inclusion and Every Texan in an amount not to exceed \$50,000.

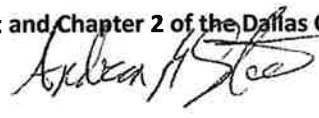
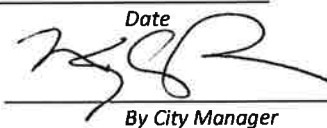
Contract Number:	MGT-2020-00014526	Contract Term:	11/1/2020	to	4/30/2021
------------------	-------------------	----------------	-----------	----	-----------

Background: Every Texan will provide a data update to the 2019 Dallas Equity Indicators report for a subset of strategic indicators identified by the City of Dallas Office of Equity and Inclusion needed to inform ongoing equity discussions in the context of the COVID-19 and systemic racism pandemics.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	1769		3099		-	\$15,000	
0001	MGT	4245		3099		-	\$35,000	
Financing:							<b>TOTAL:</b>	\$50,000

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.**

<i>Lindsey L. Wilson, PhD</i>	9/30/2020		9/30/20
By Department Director	Date	Approved as to Form by City Attorney	Date
		9/30/2020	
	By City Manager	Date	

M. Elizabeth (Liz) Cedillo-Perelra, Chief of Equity and Inclusion



# 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

20-6000

EFFECTIVE DATE

AUG 31 2020

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%).
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- 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.

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 OCT 1 AM 10:01  
 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: ECS Southwest, LLP Vendor No. 500867

Subject: Willie B. Johnson Recreation Center Addition of a Senior Center, Technology Center and a Gymnasium

Lead Dept: Park and Recreation Department

Action Requested: Award a professional services contract to ESC Southwest, LLC in the amount of \$44,121.00 for construction materials testing services for Willie B. Johnson Recreation Center addition of a Senior Center, Tech. Center and Gymnasium.  
 Contract Number: PKR-2020-00013497 Contract Term: ~~5/1/2020~~ <sup>NTP MH</sup> to 6/1/2021

Background: In 2018, Public Works solicited a Request for Proposals for Professional Engineering, Surveying, and Consulting Services. This proposal is from a qualified proposer of that process to conduct construction materials or environmental testing

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V00	PKR	VB24	RECC	4113	PK17VB24	CX- PKR-2020-00013497	22,060.50
1V00	PKR	VB25	RECC	4113	PK17VB25	CX- PKR-2020-00013497	22,060.50
Financing: 2017 Bond Program (B)						TOTAL:	\$44,121.00

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					\$0.00	0.00%

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

*John Gentina*  
By Department Director


Aug 31, 2020  
Date

*Adrian...*  
Approved as to Form by City Attorney  
9/29/2020  
Date

*Joseph...*  
By City Manager

Aug 31, 2020  
Date



 <b>CITY OF DALLAS</b>	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.	20-6001
		EFFECTIVE DATE
		Sep 30, 2020

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%.)
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  - 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.

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 OCT 1 AM 11:33  
 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: SHi Government Solutions, Inc. Vendor No. 502145

Subject: LearningZen Training Platform Services

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No.1 for continuous use of the LearningZen Premium training portal and maintenance support services pursuant to the terms and conditions of of BuyBoard cooperative contract #579-19.




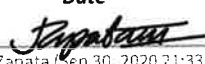
Contract Number: DSV-2019-00009878 Contract Term: 10/1/2020 to 9/30/2021

Background: LearningZen is a hosted, web-based software products used by the City of Dallas, Management Services Office. This contract will allow continuous maintenance and support services of the LearningZen enterprise unlimited training courses platform and portal administration page and services.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	PER	1432		3361		CX DSV-2019-00009878	\$25,171.00
							-	
							-	
Financing:	Data Services Fund (subject to annual appropriation)						TOTAL:	\$25,171.00

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	19-6913	11/15/2019	\$23,942.00	\$0.00	\$49,113.00	105%

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

 William Zielinski (Sep 29, 2020 10:06 CDT) _____ By Department Director	Sep 29, 2020 _____ Date	 Willow Sanchez _____ Approved as to Form by City Attorney WS	Oct 1, 2020 _____ Date
 SR _____ By City Manager	 Joey Zapata (Sep 30, 2020 21:33 EDT) _____ By City Manager	Sep 30, 2020 _____ 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

20-6002

EFFECTIVE DATE

Sep 30, 2020

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.
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- 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  
 2020 OCT -1 PM 12:14  
 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: Deloitte Consulting, LLP Vendor No. 516612

Subject: Implementation of SAP Services

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No. 29 to amend the SAP Managed and Hosted service contract to allow implementation of the SOW for SAP environments for technical production upgrade projects. This action will allow \$699,478.67 of unallocated funds in the contract to be allocated to the additional scope of services, leaving a balance of \$4,967,057.33.

Contract Number: DSV-2016-00000418 Contract Term: 9/14/2020 to 9/13/2021

Background: The amendment will allow for implementation and technical upgrades to SAP systems and databases for SAP sandbox, development, quality assurance and production environments in both production support and project landscapes services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0897	DSV	3719		3070		CT DSV-2016-00000418	\$0.00
						-	
						-	
Financing: Data Services 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
	30	13-0488	3/27/2013	\$35,041,449.00	\$12,292,440.00	\$47,333,889.00	0.03%

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

William Zietlow  
 William Zietlow (Aug 20, 2020 15:57 CDT)  
 By Department Director Date Aug 20, 2020

Don Knight  
 Don Knight (Sep 30, 2020 13:12 CDT)  
 Approved as to Form by City Attorney DK Date Sep 30, 2020

Jay Zietlow  
 Jay Zietlow (Sep 30, 2020 23:51 EDT)  
 By City Manager Date Sep 30, 2020





# 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

20-6003

EFFECTIVE DATE

Sep 30, 2020

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.
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- 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): Outdoor Program Permit  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 OCT 1 PM 12:16  
 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: KKB Ventures, LP Vendor No. VS99919

Subject: Approval of Outdoor Program Permits

Lead Dept: Parks and Recreation

Action Requested: Authorize the approval of an Outdoor Program Permit to Logan Misegades a representative of KKB Ventures, LP (Contractor), for the use of various parks at the days and times listed in Agreement Exhibit B. The Contractor will adhere to the terms set in the Outdoor Program Agreement and the Outdoor Fee-Based Program Guidelines.  
Contact: Melissa De La Cruz 214-670-8533

Contract Number:	PKR-2020-00012233	Contract Term:	09/01/2020	to	12/31/2020
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Background: KKB Ventures, LP has conducted programs at City parks since 2017 under the Outdoor Fee-Based Permit Program at various parks.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2020-00012233	\$0.00
						-	
						-	
<b>Financing: No Cost Consideration</b>						<b>TOTAL:</b>	<b>\$0.00</b>

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	%

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

*John Justice*  
By Department Director

Sep 30, 2020  
Date

*Milton Henderson*  
Approved as to Form by City Attorney  
Oct 1, 2020  
Date

*Joseph...*  
By City Manager

Sep 30, 2020  
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

20-6004

EFFECTIVE DATE

10/1/2020

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.
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  - f. Other Services (explain on attachment; for ratifications the Justification Form must be attached):
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 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: Skillsoft Corporation Vendor No. VS91955

Subject: Instructional & E-Learning content for City University.

Lead Dept: Office of Ethics and Compliance

Action Requested: Authorize a services contract for City University content. This content will provide leadership, technical, and soft skill training for City employees.

Contract Number: ETH-2020-00014536 Contract Term: 9/11/2020 to 9/11/2021

Background: Office of Ethics and Compliance is responsible for Ethics training in the City University learning portal. This content will be used by Office of Ethics and all departments of the City to make technical, leadership, and soft skills training available.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	MGT	1969		3099		MASC ETH-2020-00014536	29,774	
							19,750	
Financing:							TOTAL:	49,524

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

10/1/2020  
Date

M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion

Approved as to Form by City Attorney

10/1/2020  
Date

By City Manager

10/1/2020  
Date

M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion



# 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

20-6005

EFFECTIVE DATE

Sept 30, 2020

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.
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- 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  
 OCT 2 AM 11:13  
 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 Texas Metro News of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: | Messenger Media LLC for Texas Metro News | Vendor No. | VC18586

Subject: | Direct Advertisement Contract for COVID

Lead Dept: | Communications, Outreach, and Marketing

Action Requested: | Authorize a service contract with Texas Metro News for the purpose of distributing COVID-19 information to residents of the City of Dallas.

Contract Number: | PAO-2020-00014538 | Contract Term: | September 14, 2020 | to | December 30, 2020

Background: | The City of Dallas is entering a service contract for COVID-19 advertisement with Texas Metro News, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 25,000
						-	
						-	
Financing:						<b>TOTAL:</b>	\$ 25,000

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
						\$ 25,000.00	%

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

Catherina Cuellar  
By Department Director

Sep 29, 2020  
Date

Arthur N. Bashor  
Approved as to Form by City Attorney

Sep 30, 2020  
Date

Kimberly Bigor Tolbert  
By City Manager

Sep 30, 2020  
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

20-6006

EFFECTIVE DATE

Oct 2, 2020

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  
 OCT 2 AM 11:13  
 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: InformatEDFW Magazine Vendor No. VS0000045424

Subject: Direct Advertisement Contract for COVID

Lead Dept: Communications, Outreach, and Marketing

Action Requested: Authorize a service contract with InformatEDFW for the purpose of distributing COVID-19 information to residents of the City of Dallas.

Contract Number: PAO-2020-00014544 Contract Term: September 14, 2020 to December 31, 2020

Background: The City of Dallas is entering a service contract for COVID-19 advertisement with InformatEDFW, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F620	MGT	961C		3320		MASC MGT 961C 00000000517	\$5,000
						-	
						-	
Financing:						TOTAL:	\$5,000

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
						\$ 5,000	%

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

Catherina Cuellar

By Department Director

Oct 1, 2020

Date

Ashley Stockton

Ashley Stockton (Oct 2, 2020 08:57 CDT)

Approved as to Form by City Attorney

Oct 2, 2020


Date

Kimberly Bigor Tolbert

By City Manager

Oct 2, 2020

Date

 <b>CITY OF DALLAS</b>	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.	20-6007
		EFFECTIVE DATE
		Sept 30, 2020

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 checked="" 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 type="checkbox"/>	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.

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 DALLAS, TEXAS

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

Vendor Name:	Minority Opportunity News, Inc.	Vendor No.	VS0000062243
Subject:	Direct Advertisement Contract for COVID		
Lead Dept:	Communications, Outreach, and Marketing		


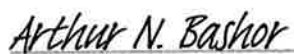

Action Requested:	Authorize a service contract with North Dallas Gazette for the purpose of distributing COVID-19 information to residents of the City of Dallas.						
	Contract Number:	PAO-2020-00014541	Contract Term:	September 14, 2020	to	December 31, 2020	

**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with North Dallas Gazette, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 23,642.52
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$ 23,642.52

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 Supp'l Agreement Percentage
						\$ 23,642.52	%

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

 Catherine Cuellar By Department Director	Sep 29, 2020 Date	 Arthur N. Bashor (Sep 30, 2020 13:53 CDT) Approved as to Form by City Attorney	Sep 30, 2020 Date
	 Kimberly Bizer Tolbert By City Manager		Sep 30, 2020 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

## 20-6008

EFFECTIVE DATE

Sept 30, 2020

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  
 OCT 2 AM 11:13  
 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

<b>Vendor Name:</b>	Univision Radio Broadcast TX LP	<b>Vendor No.</b>	258015
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**Subject:** Direct Advertisement Contract for COVID

**Lead Dept:** Communications, Outreach, and Marketing

**Action Requested:** Authorize a service contract with Univision for the purpose of distributing COVID-19 information to residents of the City of Dallas.

<b>Contract Number:</b>	PAO-2020-00014543	<b>Contract Term:</b>	September 14, 2020	to	December 31, 2020
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**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Univision, a local multicultural multimedia company. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$49,999
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$49,999

	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
<b>Contract Amendment Information:</b>						\$ 49,999	%

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

*Catherine Cuellar*  
 \_\_\_\_\_  
 By Department Director

Sep 9, 2020  
 \_\_\_\_\_  
 Date

*Willow Sanchez*  
 \_\_\_\_\_  
 Approved as to Form by City Attorney

Oct 1, 2020  
 \_\_\_\_\_  
 Date

*Kimberly Bigor Tolbert*  
 \_\_\_\_\_  
 By City Manager

Sep 30, 2020  
 \_\_\_\_\_  
 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

20-6009

EFFECTIVE DATE

Sep 14, 2020

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.

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 OCT 5 AM 8:16  
 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: Lab Animal Supplies, Inc. Vendor No. VS0000036448

Subject: Animal Food

Lead Dept:

Action Requested: Authorize Supplemental Agreement No.1, a \$43,738.30 increase in funds to the master agreement, and a six-month extension to the service contract under the same terms and conditions.

Contract Number: POM-2020-00014398 Contract Term: 8/10/2016 to 2/9/2021

Background: On August 10, 2016, City Council authorized a three-year master agreement. (BA1603) in the amount of \$331,205.10 by Resolution No. 16-1170, for the purchase of animal food.

Prior Actions:  
EXT 20-0405, a sixth month extension  
EXT 19-0729, a sixth month extension

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- POM-2020-00014398	\$43,738.30
						-	
						-	
Financing: Current						<b>TOTAL:</b>	\$43,738.30

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	16-1170	8/10/2016	\$331,205.10	\$0.00	\$ 374,943.40	%13.21

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

*Chhunny Chhean*  
Chhunny Chhean (Sep 14, 2020 09:19 CDT)  
By Department Director

Sep 14, 2020  
Date


*Ashley Stockton*  
Ashley Stockton (Oct 2, 2020 10:16 CDT)  
Approved as to Form by City Attorney

Oct 2, 2020  
Date

*Ky*  
Sep 12, 2020

*J. [Signature]*  
Sep 14, 2020  
By City Manager

Sep 14, 2020  
Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6010	
	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.	EFFECTIVE DATE
		Sep 14, 2020

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 checked="" 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 type="checkbox"/>	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  
 OCT 5 AM 8:16  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Simba Industries	Vendor No. 519720
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Subject: Animal Food

Lead Dept:

Action Requested: Authorize Supplemental Agreement No.1, a \$6,261.70 increase in funds to the master agreement, and a six-month extension to the service contract under the same terms and conditions.

Contract Number:	POM-2020-00014404	Contract Term:	8/10/2016	to	2/9/2021
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Background: On August 10, 2016, City Council authorized a three-year master agreement. (BA1603) in the amount of \$25,046.80 by Resolution No. 16-1170, for the purchase of animal food.

Prior Actions:  
 EXT 20-0406, a sixth month extension  
 EXT 19-0679, a sixth month extension

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:							- POM-2020-00014404	\$6,261.70
							-	
							-	
	Financing: Current						<b>TOTAL:</b>	\$6,261.70

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	16-1170	8/10/2016	\$25,046.80	\$0.00	\$31,308.50	%6.25

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

*Chhunny Chhuan*  
 Chhunny Chhuan (Sep 14, 2020 10:13 CDT)

Sep 14, 2020  
 Date

*Ashley Stockton*  
 Ashley Stockton (Oct 2, 2020 10:16 CDT)

Oct 2, 2020  
 Date

By Department Director

Approved as to Form by City Attorney

*Ky*

*Joey Zapata*  
 Joey Zapata (Sep 14, 2020 09:59 CDT)

Sep 14, 2020  
 Date

Sep 12, 2020

By 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

## 20-6011

EFFECTIVE DATE

08/03/2020

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%)
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  - 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  
 OCT 03 5 AM 10:26  
 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: Bentley Systems, Inc. Vendor No. 350501

Subject: CADD Software Maintenance Agreement

Lead Dept: Dallas Water Utilities

Action Requested: Authorize a 1-year agreement with Bentley Systems, Inc. through GSA Contract GS-35F-0453L for maintenance and support of the existing Microstation CAD Software and Applications in the amount of \$61,934.12. This action is the first payment in this 1-year agreement.

Contract Number: DWU-2020-00013342 Contract Term: 04/01/2020 to 03/31/2021

Background: In 1992, the City of Dallas and the Dallas Water Utilities Department (DWU) selected Microstation as the CAD Software of choice. Since that time, Microstation and various applications provided by Bentley Systems, Inc. have been the primary CAD Software used for all design within DWU. On April 11, 2012, City Council authorized a contract for software maintenance pursuant to GSA Contract GS-35F-0453L with Bentley Systems, Inc. On August 12, 2015, City Council authorized Supplemental Agreement No. 1 to the contract for software maintenance pursuant to GSA Contract GS-35F-0453L with Bentley Systems, Inc. Specifically, this software is used by Engineering Services and Utility Automation and Integration Divisions for day-to-day business functions. To maintain the software and various applications, there is a yearly maintenance cost. The maintenance allows an unlimited number of upgrades, electronic, web-based training, and the continued use of the software.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- See Attachment	
						-	
						-	
Financing:						<b>TOTAL:</b>	\$61,934.14

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.

7/31/20

*[Signature]*  
 By Department Director

7/31/20  
 Date

*[Signature]*  
 Approved as to Form by City Attorney

Oct 5, 2020

Date

*[Signature]*  
 By City Manager  
 for

08/03/2020  
 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

20-6012

EFFECTIVE DATE

9/23/2020

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%).
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- 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.

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 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 Herring Impact Group, LLC Vendor No. VC22104

Subject: Employee Transition Service

Lead Dept: Human Resources

Action Requested: To provide outplacement assistance with virtual job search skills, resume writing and branding for employees who may be impacted by the October 1 RIF. The Impact Group will provide comprehensive outplacement services and resume writing support for executive level employees. In addition, similar support will be provided for non-executive and potentially entry level staff that may be impacted by a reduction in force.

Contract Number: PER-2020-00014325 Contract Term: 9/23/2020 to 9/23/2022

Background: The City of Dallas will begin implementation of an Employee Transition Plan (RIF) effective August 1, 2020. We visualize transition services for employee would consist of support during their transition to an internal position, if appropriate, or externally.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	PER	1432		3070		- PER-2020-00014325	\$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	%

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

*Nina Arias* Sep 22, 2020  
By Department Director Date

*Willow Sanchez* Oct 2, 2020  
Approved as to Form by City Attorney Date

*[Signature]* Sep 23, 2020  
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

## 20-6013

EFFECTIVE DATE

July 15, 2020

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: UnifyHR Vendor No. VC14510

Subject: ACA Reporting

Lead Dept: Human Resources

Action Requested: Under this AA, UnifyHR, LLC will provide all the City's required 1095 filings and provide ACA fine assessment for approximately 20,000 active employees, retirees and terminated employees for 2020 and 2021. This AA also includes the cost of postage and mailing them to employees, retirees and terminated employees who were covered in 2020 and 2021.

Contract Number: PER-2020-00014004 Contract Term: 10/1/2020 to 9/30/2022

Background: The Patient Protection and Affordable Care Act 2010 HR3590, or Affordable Care Act (ACA) for short, requires employers with 50 or more full-time employees, including full-time equivalent employees, to issue annual coverage statements to members covered by the employer's health plan (IRS Form 1095). The ACA also requires employers to file annual information to the Internal Revenue Service including what health plans were offered to employees and how much of the cost was shared by the employer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0260	PER	7906		3070		- PER-2020-0014004	\$48,000.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$48,000.00

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.

Nina Arias

Jul 15, 2020

By Department Director

Date

Christina Sevoukas (Aug 26, 2020 15:56 CDT)

Aug 26, 2020

Approved as to Form by City Attorney

Date

Jul 15, 2020

By City Manager

Date

RECEIVED  
2020 OCT -5 PM 12:43  
CITY SECRETARY  
DALLAS, TEXAS

20-6013

Signature:   
Christina Tsevoukas (Oct 5, 2020 11:30 CDT)

Email: christina.tsevoukas@dallascityhall.com



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

## 20-6014

EFFECTIVE DATE

Sep 23, 2020

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%<sup>1</sup>)
  - 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  
 OCT -5 PM 2:51  
 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

<b>Vendor Name:</b>	ArchiTexas – Architecture, Planning and Historic Preservation, Inc.	<b>Vendor No.</b>	134617
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**Subject:** Supplemental Agreement No. 1 to Architect's Contract for Sammons Center for the Arts

**Lead Dept:** MGT – Office of Bond Program

**Action Requested:** Authorize an increase to the professional services contract with ArchiTexas – Architecture, Planning and Historic Preservation, Inc. (ArchiTexas) for additional services related to accessibility standards and ADA compliance for the Sammons Center for the Arts renovations, in an amount not to exceed \$1,195.00, increasing the contract from \$77,300.00 to \$78,495.00.

<b>Contract Number:</b>	PBW-2019-00008870	<b>Contract Term:</b>	3/27/2019	to	11/25/2021
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**Background:** On March 27, 2019, City Council authorized a professional services contract with ArchiTexas – Architecture, Planning and Historic Preservation, Inc. (ArchiTexas) for architectural and engineering, design, and construction administration services for the Sammons Center for the Arts, located at 3630 Harry Hines, with Resolution No. 19-0410. To comply with state required accessibility standards (TAS) and ADA compliance in the main building entry and the north entrance into Meadows Hall, additional services are needed. This action will authorize an increase to the professional services contract for TDLR Registration, plan review, and inspection by a registered accessibility specialist, Accessology.

<b>Funding:</b>	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
		1V49	OCA	VF07	CULF	4112	EB17VF07	CX PBW-2019-00008870
							-	
							-	
	<b>Financing:</b> 2017 General Obligation Bond Fund						<b>TOTAL:</b>	\$1,195.00

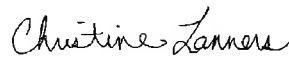
<b>Contract Amendment Information:</b>	Supplemental Agreement No.	Base CR/AA No.	Base Contract Date	Base Contract Amount	Sum of Previous Supplemental Agreements	Total Contract Amount Including this Action	Total Supp'l Agreement Percentage
	1	19-0410	3/27/2019	\$77,300.00	0	\$78,495.00	1.55%

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

  
 Adrians Castaneda (Aug 28, 2020 14:53 CDT)  
 By Department Director

Aug 28, 2020

Date



Approved as to Form by City Attorney

Oct 2, 2020

Date

  
 By City Manager

Sep 23, 2020

Date

 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	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.	<b>20-6015</b>
		<b>EFFECTIVE DATE</b>
		Sep 11, 2020

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.

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 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: Bronze Conservation Services, LLC Vendor No. VC16254

Subject: Surface treatment of the Corten Solano Vaughan Brothers Sculpture

Lead Dept: Office of Arts and Culture

Action Requested: Authorization is requested to procure the services of Bronze Conservation Services, LLC for the surface treatment of the Solano's Corten Vaughan sculpture in Kiest Park.


Contract Number: OCA-2020-00014503 Contract Term: 9/3/2020 to 12/31/2020

Background: The Corten Steel sculpture was installed and prepared for a March dedication. With the Covid restrictions, the sculpture was covered. This created an uneven patina. An even patina is required for the sculpture. Bronze Conservation Services will create an even over all patina, Proposals were requested from three other conservators. BCS submitted the most advantageous proposal.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0388	OCA	3686	CA04	3070		OCA-2020-00014503	\$8,500
						-	
						-	
Financing: Office of Cultural Affairs Gifts and Donation Fund						<b>TOTAL:</b>	\$8,500

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.**

  
 Jennifer S. Jones (Sep 11, 2020 09:46 CDT)  
 By Department Director

Sep 11, 2020  
 Date

  
 Marichelle Samples (Sep 21, 2020 09:38 CDT)  
 Approved as to Form by City Attorney

Sep 21, 2020  
 Date

  
 John Zabala (Sep 11, 2020 11:47 CDT)  
 By City Manager

Sep 11, 2020  
 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

**20-6016**

EFFECTIVE DATE

Aug 21, 2020

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%)
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  - 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):
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RECEIVED  
 OCT -6 AM 8:15  
 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: Dallas Center for Performing Arts Foundation d/b/a AT&T Performing Arts Center Vendor No. VS000004959

Subject: No cost TicketDFW Services Agreement – FY 2020-21

Lead Dept: Office of Arts & Culture

Action Requested: Authorize the execution of a ticketing services agreement with TicketDFW, a service of the AT&T Performing Arts Center, for Office of Arts and Culture programming administered by City staff, including, but not limited to: cultural center gallery exhibit reservations, pop-up cultural programming events, and cultural center indoor and outdoor events. Ticketing services will increase accessibility for the public and aid City staff in crowd management and contact tracing, if needed, in relation to COVID-19.

Contract Number: MASC OCA-2020-00014411 Contract Term: 9/1/2020 to 9/30/2021

Background: TicketDFW is a division of the AT&T Performing Arts Center that provides low-cost ticketing services for Dallas-based arts and cultural organizations. The provision of these services at a reduced cost is enabled, in part, by the annual scope of services as described in the 3rd Amendment to the Dallas Center for the Performing Arts Foundation use agreement, approved by Council Resolution No. 16-1750, in which the City pays for \$1.5M in services needed by local arts and cultural groups, including the ticketing services through TicketDFW. This agreement would enable to OAC to use this service for its own programming, and to expand upon the value delivered to the City through the annual scope of services.

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 Supp'l Agreement Percentage
						\$ 0.00	%

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

*Janet S...*  
Janite Scripps (Aug 21, 2020 15:56 CDT)

By Department Director

Aug 21, 2020

Date

*JL*

Approved as to Form by City Attorney  
Date

Sep 15, 2020

*Joe Zapata*  
Joe Zapata (Aug 21, 2020 16:17 CDT)

By City Manager

Aug 21, 2020

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

## 20-6017

EFFECTIVE DATE

Sep 11, 2020

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.

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 2020 OCT -6 AM 8:15  
 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: Frosty's Sign Service Vendor No. V5100771

Subject: Restoration and Repair of Majestic Theater Arrow

Lead Dept: Office of Arts & Culture

Action Requested: Authorize an extension to the service contract with Frosty's Sign Service to restore and repair the Majestic Theater Arrow Sign.

Contract Number:	OCA-2020-00013168	Contract Term:	03/31/2020	to	12/31/2020
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Background: The Majestic Theater arrow needs inspection and maintenance which includes complete replacement of all neon glass letter and transformers. This also will allow for a complete cleaning and repainting of the sign and supports. The procurement process was followed and 5 bids were solicited, including 2 HUBs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0338	OCA	9371		3070		MASC OCA-2020-00013168	
						-	
						-	
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.

*Jennifer Scripps*  
 Jennifer Scripps (Sep 11, 2020 14:22 CDT)

By Department Director

Sep 11, 2020

Date

*Taylor Floyd*

Approved as to Form by City Attorney

Sep 16, 2020

Date

*Joey Zapata*  
 Joey Zapata (Sep 11, 2020 14:24 CDT)

By City Manager

Sep 11, 2020

Date

Signature: Arthur N. Bashor  
 Email: arthur.bashor@dallascityhall.com



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

**20-6018**

EFFECTIVE DATE

Aug 3, 2020

2020 OCT -6 AM 9:56  
 CITY SECRETARY  
 DALLAS, TEXAS

RECEIVED

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: Lone Star Railroad Contractors, Inc. Vendor No. VS0000007206

Subject: Emergency Rail Spur Repairs

Lead Dept: Dallas Water Utilities

Action Requested: Authorize ratification of payment (invoices 26549 & 265650) to Lone Star Railroad Contractors, Inc. for emergency rail spur repairs at East Side Water Treatment Plant (ESWTP) located in Sunnyvale, TX and at the Elm Fork Water Treatment Plant (EFWTP) located in Carrollton TX.

Contract Number: DWU-2020-00014019 Contract Term: 8/3/2020 to 2/2/2021

Background: In compliance with the Federal Railroad Administration (FRA) requirements, inspections were performed on the rail spurs at all three DWU Water Purification Facilities. The inspections identified maintenance concerns with the rail spurs at the ESTWP and EFWTP. Failure to immediately address these concerns will result in the Railroad denying delivery of railcar chlorine to these plants, directly impacting their ability to properly disinfect the drinking water.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0100	DWU	7333		3110		MASC DWU-2020-00014019	\$28,895.00	
0100	DWU	7243		3110		MASC DWU-2020-00014019	\$10,930.00	
Financing:							<b>TOTAL:</b>	\$39,825.00

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.


Terry Wilkerson  
 By Department Director

Aug 3, 2020  
 Date

Arthur N. Bashor  
 Approved as to Form by City Attorney

October 2, 2020  
 Date

Aug 3, 2020  
 By City Manager Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6019	
	EFFECTIVE DATE	
	Sep 23, 2020	
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:

<input type="checkbox"/>	a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made through interlo or cooperative agreements.	<div style="border: 1px solid black; padding: 5px; display: inline-block;">             RECEIVED              OCT 6 PM 12:48              CITY SECRETARY              DALLAS, TEXAS           </div>
<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 35%).	
<input checked="" 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 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>	

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

<b>Vendor Name:</b>	LeMaster Group Ltd	<b>Vendor No.</b>	338136
<b>Subject:</b>	Payment of Services for COVID-19 Communications Crisis Consulting		
<b>Lead Dept:</b>	Management Services		



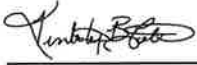
<b>Action Requested:</b>	This action authorizes payment to the LeMaster Group Ltd for services provided on 6/01/20 – 8/31/20.						
	<b>Contract Number:</b>	N/A	<b>Contract Term:</b>	June 1, 2020	<b>to</b>	December 31, 2020	

**Background:** The LeMaster Group will provide crisis communications, quick response and perception management consulting services to the Dallas City Manager's office and designated department heads in connection with the critical issues now facing the City. Services will include work such as direction and planning on strategies and tactics; development of news releases or written materials, FAQ documents; coaching for spokespersons; research; social media advice; consulting on matters involving the news media; and any other customary issue management consulting services related to high-profile matters facing the City.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	OEM	920C	EM01	3099		CX- MGT 2020LEMASTER	\$17,500.00
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$17,500.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 _____ By Department Director	9/15/20 _____ Date	 <small>Don Knight (Oct 5, 2020 6:33 CDT)</small> _____ Approved as to Form by City Attorney	_____ Date
 _____ By City Manager		Sep 23, 2020 _____ 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
<b>20-6020</b>
EFFECTIVE DATE
Sep 24, 2020

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%).
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  - 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.

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 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:	<b>OFELIA FAZ-GARZA</b>	Vendor No.	VS88191
Subject:	Professional Services		
Lead Dept:	Office of Arts and Culture		

**Action Requested:** Consultant shall present workshops and residencies as directed by the Office of Cultural Affairs. The workshops will consist of the curriculum entitled "Tejiendo Historias". It involves the expression of why Cultural Voice Matters, and it focuses on engaging participants in discussions about what cultura is and how it impacts their lives. Consultant will also include age-appropriate activities that include poetry, short-story writing, journaling, zine making, paper crafts and more. These workshops 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-2020-00014342 (CR-00025288)	Contract Term:	10/2/2020 to 9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$7,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$7,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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
						\$ 0.00	%

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

*[Signature]*  
 By Department Director


Sep 24, 2020  
 Date

*[Signature]*  
 Approved as to Form by City Attorney

Oct 1, 2020  
 Date

*[Signature]*  
 By City Manager

Sep 24, 2020  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6021	
	EFFECTIVE DATE	
	Sep 30, 2020	
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:

<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.	<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> RECEIVED  OCT 7 AM 8:15  CITY SECRETARY  DALLAS, TEXAS </div>
<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 checked="" 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 type="checkbox"/>	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 AA's 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

<b>Vendor Name:</b>	Jesus Evelio Flores	<b>Vendor No.</b>	VS0000018327
<b>Subject:</b>	Professional Services		
<b>Lead Dept:</b>	Office of Arts and Culture		


<b>Action Requested:</b>	Consultant shall present dance and drumming performances and workshops as directed by the Office of Arts and Culture, derived from the Danza Mexihka (Azteca) evolving from the spiritual tradition of the Mexihka. The consultant shall also provide workshops that include drumming, dancing, singing tribal songs, oral history and create art like dream catchers, feather fan making and "eyes of god" with yarn. Performances and workshops are suitable for all ages and can be virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.					
	<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025277)	<b>Contract Term:</b>	10/7/2020	to	9/30/2021

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$15,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878		3089	CAP	MASC OCA-2020-00014342	\$15,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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
<b>Contract Amendment Information:</b>						\$ 0.00	%


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

  
 Jennifer Scripps (Sep 30, 2020 15:22 CDT)  
 \_\_\_\_\_  
 By Department Director

Sep 30, 2020  
 \_\_\_\_\_  
 Date


  
 Joey Zapata (Sep 30, 2020 21:34 EDT)  
 \_\_\_\_\_  
 By City Manager

Oct 5, 2020  
 \_\_\_\_\_  
 Date

  
 Marichelle Samples (Oct 5, 2020 16:57 CDT)  
 \_\_\_\_\_  
 Approved as to Form by City Attorney

Sep 30, 2020  
 \_\_\_\_\_  
 Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6022	
	EFFECTIVE DATE	
	10/06/2020	

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  
 2020 OCT 7 AM 11:17

RECEIVED

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: Casper Airport Solutions, Inc. Vendor No. VS95418

Subject: Upgrade to Existing Noise Meters

Lead Dept: AVI

Action Requested: Authorize Supplemental Agreement #3 for the vendor to upgrade 4 Sound Level Meters at Dallas Executive Airport in an amount not to exceed \$29,392.00

Contract Number:	AVI-2018-00004428	Contract Term:	9/15/2020	to	5/31/2021
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**Background:** Aviation has permanent Larson Davis 831 Sound Level Meters (SLMs) to monitor noise levels around Dallas Executive Airport and the general community. The management of noise is a fundamental responsibility for the department's environmental division. In order to meet environmental impact standards, a noise management system is required that includes noise surveys, day and night noise mitigation, and noise monitoring. Due to three of the four SLMs being unresponsive, the primary function of monitoring noise is not possible at this time and the SLMs need immediate upgrades to the new 831C model to be fully operational.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
130	AVI	7729	AV28	3110		CX AVI-2018-00004428	\$29,392.00
<b>Financing:</b> FY2020 Operating Fund							<b>TOTAL:</b> \$29,392.00

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
	3	18-0088	1/10/2018	\$502,696.00	\$589,211.00	\$618,603.00	.06%

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

  
 \_\_\_\_\_  
 By Department Director Date 9/29/2020

  
 \_\_\_\_\_  
 Approved as to Form by City Attorney Date 10/06/2020

\_\_\_\_\_  
 By City Manager Date 10/06/2020



# 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

20-6023

EFFECTIVE DATE

October 05, 2020

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%)
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- 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.

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 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: CALLYO 2009 CORP. Vendor No. VS0000075580

Subject: Audio and Video Recording System

Lead Dept: Information & Technology Services

Action Requested: Authorize Supplemental Agreement 2 to allow for a three (3) month contract extension of the CALLYO recording system used by the Dallas Police Department (DPD).

Contract Number:	DPD-2019-00011609	Contract Term:	11/1/2020	to	1/31/2021
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Background: Dallas Police Department uses the CALLYO recording system to record telephone conversations and video. In July 2016, a service contract was awarded to CALLYO 2009 Corp. via an informal solicitation. Consequent maintenance and support of the system is solely provided by the vendor and was renewed via a SOLE-SOURCE procurement under AA 19-6565. This extension will provide continued support of the recording devices while a new contract is being finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0411	DPD	6367		3099	NA	CX DPD-2019-00011609	\$8,430.00
						-	
						-	
Financing: Confiscated Monies						TOTAL:	\$8,430.00

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
	2	19-6565	9/19/2019	\$30,240.00	\$12,560.00	\$51,230.00	69.41%

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

*William Zielinski*  
 William Zielinski (Sep 30, 2020 07:05 CDT)

*Don Knight*  
 Don Knight (Oct 5, 2020 07:13 CDT)

By Department Director

Date

Approved as to Form by City Attorney

Date

SR

*Joey Zapata*  
 Joey Zapata (Oct 5, 2020 17:41 CDT)

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

20-6024

EFFECTIVE DATE

Sep 30, 2020

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%).
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  - 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.

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 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: Corinth Communications Vendor No. 238840  
 Subject: Direct Advertisement Contract for COVID  
 Lead Dept: Communications, Outreach, and Marketing

Action Requested: Authorize a service contract with The Dallas Examiner for the purpose of distributing COVID-19 information to residents of the City of Dallas.  
 Contract Number: PAO-2020-00014533 Contract Term: September 14, 2020 to December 31, 2020

Background: The City of Dallas is entering a service contract for COVID-19 advertisement with The Dallas Examiner, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 25,000
						-	
						-	
Financing:						TOTAL:	\$ 25,000

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
						\$ 25,000.00	%

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

*Catherine Cuellar*  
By Department Director

Sep 29, 2020  
Date

*Arthur N. Bashor*  
Approved as to Form by City Attorney

Sep 30, 2020  
Date

*Kimberly Bizon Tolbert*  
By City Manager

Sep 30, 2020  
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

20-6025

EFFECTIVE DATE

Oct 5, 2020

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.
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- 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.

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- 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

<b>Vendor Name:</b>	Dallas Elite News	<b>Vendor No.</b>	355980
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		

<b>Action Requested:</b>	Authorize a service contract with Dallas Elite News for the purpose of distributing COVID-19 information to residents of the City of Dallas.						
	<b>Contract Number:</b>	PAO-2020-00014540	<b>Contract Term:</b>	September 14, 2020	to	December 31, 2020	

**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Dallas Elite News, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 25,000
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$ 25,000

<b>Contract Amendment Information:</b>	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
						\$ 25,000.00	%

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

<p><i>Catherine Cuellar</i> _____ By Department Director</p>	<p>Oct 5, 2020 _____ Date</p>	<p><i>Don Knight</i> _____ Approved as to Form by City Attorney</p>	<p>Oct 5, 2020 _____ Date</p>
	<p><i>Kimberly Bigor Tolbert</i> _____ By City Manager</p>		<p>Oct 5, 2020 _____ Date</p>





# 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

20-6026

EFFECTIVE DATE

Sep 30, 2020

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%).
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- 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.

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 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: Dallas Morning News DBA Al Dia Vendor No. 028774  
 Subject: Direct Advertisement Contract for COVID  
 Lead Dept: Communications, Outreach, and Marketing

Action Requested: Authorize a service contract with Al Dia for the purpose of distributing COVID-19 information to residents of the City of Dallas.

Contract Number: PAO-2020-00014546 Contract Term: September 14, 2020 to December 31, 2020

Background: The City of Dallas is entering a service contract for COVID-19 advertisement with Al Dia, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	MGT	961C		3320		MASC-MGT-961C-0000000517	\$25,040	
						-		
						-		
Financing:							TOTAL:	\$25,040

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
						\$ 25,040	%

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

*Catherine Cuellar*

Sep 9, 2020

*Michael Doss*

Sep 30, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

*Kimberly Bizon Tolbert*

Sep 30, 2020

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

20-6027

EFFECTIVE DATE

Oct 5, 2020

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.

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 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: Dallas Post Tribune Vendor No. 955746  
 Subject: Direct Advertisement Contract for COVID  
 Lead Dept: Communications, Outreach, and Marketing

Action Requested: Authorize a service contract with Dallas Post Tribune for the purpose of distributing COVID-19 information to residents of the City of Dallas.

Contract Number: PAO-2020-00014539 Contract Term: September 14, 2020 to December 31, 2020

Background: The City of Dallas is entering a service contract for COVID-19 advertisement with the Dallas Post Tribune, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 25,000	
						-		
						-		
Financing:							TOTAL:	\$ 25,000

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
						\$ 25,000.00	%

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

*Catherine Cuellar*

Oct 5, 2020

*Don Knight*

Oct 5, 2020

By Department Director

Date

Approved as to Form by City Attorney


Date

*Kimberly Bizon Tolbert*

Oct 5, 2020

By City Manager

Date

 <b>CITY OF DALLAS</b>	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.	20-6028
		EFFECTIVE DATE
		Oct 2, 2020

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%).
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  - 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  
 OCT 7 7 PM 4 20  
 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

<b>Vendor Name:</b>	Dallas Weekly	<b>Vendor No.</b>	037961
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		

**Action Requested:** Authorize a service contract with Dallas Weekly for the purpose of distributing COVID-19 information to residents of the City of Dallas.




<b>Contract Number:</b>	PAO-2020-00014542	<b>Contract Term:</b>	September 14, 2020 to December 31, 2020
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**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Dallas Weekly, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$24,150
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	\$24,150

	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
<b>Contract Amendment Information:</b>						\$ 24,150	%

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

 _____ By Department Director	Oct 1, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 2, 2020 _____ Date
	 _____ By City Manager	Oct 2, 2020 _____ 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

20-6029

EFFECTIVE DATE

Oct 2, 2020

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.
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  - 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.

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 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: El Heraldo News Vendor No. 331607

Subject: Direct Advertisement Contract for COVID

Lead Dept: Communications, Outreach, and Marketing

Action Requested: Authorize a service contract with El Heraldo News for the purpose of distributing COVID-19 information to residents of the City of Dallas.

Contract Number: PAO-2020-00014547 Contract Term: September 14, 2020 to December 31, 2020

Background: The City of Dallas is entering a service contract for COVID-19 advertisement with El Heraldo News, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$19,850
						-	
						-	
Financing:						TOTAL:	\$19,850

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
						\$ 19,850	%

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

*Catherine Cuellar*  
By Department Director

Oct 1, 2020  
Date


*Ashley Stockton*  
Approved as to Form by City Attorney

Oct 2, 2020  
Date

*Kimberly Bigor Tolbert*  
By City Manager

Oct 2, 2020  
Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6030	
	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.	EFFECTIVE DATE
		Sep 30, 2020

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%).
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  - 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):  
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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

<b>Vendor Name:</b>	Minority Opportunity News, Inc.	<b>Vendor No.</b>	VS0000062243
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		

<b>Action Requested:</b>	Authorize a service contract with North Dallas Gazette for the purpose of distributing COVID-19 information to residents of the City of Dallas.						
	<b>Contract Number:</b>	PAO-2020-00014541	<b>Contract Term:</b>	September 14, 2020	<b>to</b>	December 31, 2020	


**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with North Dallas Gazette, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$ 23,642.52
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$ 23,642.52

	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
<b>Contract Amendment Information:</b>						\$ 23,642.52	%

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

<p style="text-align: center;"><i>Catherine Cuellar</i></p> <hr/> <p style="text-align: center;">By Department Director</p>	<p>Sep 29, 2020</p> <hr/> <p>Date</p>	<p style="text-align: center;"><i>Arthur N. Bashor</i></p> <hr/> <p style="text-align: center;">Approved as to Form by City Attorney</p>	<p>Sep 30, 2020</p> <hr/> <p>Date</p>
	<p style="text-align: center;"><i>Kimberly Bizon Tolbert</i></p> <hr/> <p style="text-align: center;">By City Manager</p>		<p>Sep 30, 2020</p> <hr/> <p>Date</p>

 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	<b>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.</b>	<b>20-6031</b>
		<b>EFFECTIVE DATE</b>
		Sep 30, 2020

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

<b>Vendor Name:</b>	Sandra I. Velazquez dba Hoy Dallas	<b>Vendor No.</b>	VC14588
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		


<b>Action Requested:</b>	Authorize a service contract with Hoy Dallas for the purpose of distributing COVID-19 information to residents of the City of Dallas.						
	<b>Contract Number:</b>	PAO - 2020 - 00014545	<b>Contract Term:</b>	September 14, 2020	<b>to</b>	December 31, 2020	


**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Hoy Dallas, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$15,000
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	

	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
<b>Contract Amendment Information:</b>						\$ 15,000	%

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

<i>Catherine Cuellar</i> _____ By Department Director	Sep 29, 2020 _____ Date	 <small>Christina Sevoukas (Sep 30, 2020 1:34:46 CDT)</small> _____ Approved as to Form by City Attorney	Sep 30, 2020 _____ Date
	<i>Kimberly Bizer Tolbert</i> _____ By City Manager		Sep 30, 2020 _____ Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6032	
	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.	EFFECTIVE DATE
		Sep 30, 2020

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

<b>Vendor Name:</b>	Texas Jewish Post	<b>Vendor No.</b>	VC22155
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		

**Action Requested:** Authorize a service contract with Texas Jewish Post for the purpose of distributing COVID-19 information to residents of the City of Dallas.


<b>Contract Number:</b>	PAO-2020-00014549	<b>Contract Term:</b>	September 14, 2020	to	December 31, 2020
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**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Texas Jewish Post, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.


	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC-MGT-961C-00000000517	\$25,000
							-	
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

	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
<b>Contract Amendment Information:</b>						\$ 25,000	%

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

<i>Catherine Cuellar</i> _____ By Department Director	Sep 29, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Sep 30, 2020 _____ Date
	<i>Kimberly Bizer Tolbert</i> _____ By City Manager	Sep 30, 2020 _____ Date	



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6033	EFFECTIVE DATE
	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.	Sep 30, 2020

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

<b>Vendor Name:</b>	Voice Publishing Company	<b>Vendor No.</b>	VS0000024169
<b>Subject:</b>	Direct Advertisement Contract for COVID		
<b>Lead Dept:</b>	Communications, Outreach, and Marketing		

<b>Action Requested:</b>	Authorize a service contract with Dallas Voice for the purpose of distributing COVID-19 information to residents of the City of Dallas.						
	<b>Contract Number:</b>	PAO-2020-00014548	<b>Contract Term:</b>	September 14, 2020	<b>to</b>	December 31, 2020	

**Background:** The City of Dallas is entering a service contract for COVID-19 advertisement with Dallas Voice, a local multicultural publication. We are requesting this action because these niche multicultural publications can target a specific audience that has been disproportionately impacted by the economic and health effects of COVID-19. We are specifically targeting people who live within certain zip codes and city council districts. This service contract will also allow us to effectively communicate to targeted audiences, bring new awareness to all City of Dallas COVID-19 programs and then track their engagement and impressions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	F620	MGT	961C		3320		MASC MGT 961C 00000000517	\$23,242
							-	
							-	
	<b>Financing:</b>						<b>TOTAL:</b>	\$ 23,242

	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
<b>Contract Amendment Information:</b>						\$ 23,242	%

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

<i>Catherine Cuellar</i> _____ By Department Director	Sep 9, 2020 _____ Date	<i>Willow Sanchez</i> _____ Approved as to Form by City Attorney	Oct 1, 2020 _____ Date
	<i>Kimberly Bigon Tolbert</i> _____ By City Manager	Sep 30, 2020 _____ 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

**20-6034**

EFFECTIVE DATE

Oct 5, 2020

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  
 OCT 8 PM 4:04  
 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: **Chesley Antoinette Williams** Vendor No. VC0000012855

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall provide workshops, as directed by the Office of Arts and Culture, that incorporates well-known and lesser known artwork featuring minority groups between the 16th and 18th century throughout the world along with historical context to further understand the time period and other visual observations. In addition, each participant will be provided a unique scarf and be taught how to incorporate personal style techniques with the overall goal in boosting physical image confidence through physical identification with the headwrap while taking into account historical references. Workshops are for audiences of all ages and can be offered virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2020-00014342 (CR-00025275) Contract Term: 10/17/2020 to 9/30/2021

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$5,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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.

\_\_\_\_\_  
 By Department Director Date

\_\_\_\_\_  
 Approved as to Form by City Attorney Date

\_\_\_\_\_  
 By City Manager Date

 <b>CITY OF DALLAS</b>	<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>	<b>ADMINISTRATIVE ACTION</b> <h2>20-6035</h2>
		<b>EFFECTIVE DATE</b> Sept 15, 2020

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.

2020 OCT -8 PM 2:20  
 CITY SECRETARY  
 DALLAS, TEXAS  
**RECEIVED**

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

Vendor Name:	Custom Intercept Solutions, LLC.	Vendor No.	VC20359
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Subject: Survey Services

Lead Dept: Convention and Event Services

Action Requested: Authorize a 6-month extension to the service contract for conducting survey services at the Kay Bailey Hutchison Convention Center Dallas.




Contract Number:	CCT-2019-00010091	Contract Term:	10-1-2020	to	03-31-2021
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Background: As a condition of the Building Operations contract between The City and Spectra Venue Management, Spectra must meet specific qualitative measures to receive incentive fees. Convention and Event Services will administer surveys to planners, exhibitors and attendees to use as data for determining incentive payments.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0080	CCT	7840		3070		CCT-2019-00010091	\$ 0.00
Financing: Current Operation 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
	SA No. 1	AA No. 196542	10.1.2019 thru 9.30.2020	\$49,800.00		\$49,800.00	0%

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

 By Department Director	Sep 15, 2020 Date	 Approved as to Form by City Attorney	10/7/2020 Date
	 By City Manager	Sep 15, 2020 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

20-6036

EFFECTIVE DATE

10/08/20

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.

2020 OCT -9 AM 8:37  
 CITY SECRETARY  
 DALLAS, TEXAS

RECEIVED

- 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: Alliance Geotechnical Group Vendor No. 338366

Subject: Materials Testing Services – TWY B Phases 3&4 Project

Lead Dept: Department of Aviation

Action Requested: This action will authorize Supplemental Agreement No. 6 to the professional services contract with Alliance Geotechnical Group to extend the original contract completion date due to an extension in the construction duration of the project

Contract Number:	EBS-2016-00001542	Contract Term:	5/12/2019	to	10/31/2020
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Background: The original RFQ/RFP was scoped to include materials testing services for multiple projects including RIM Project, RWY 18-36 Conversion and multiple phases of work on Taxiway Bravo. This action will extend the contract completion date to continue the required Construction Materials Testing Services for the Rehabilitation of TWY B Phases 3&4 project at Dallas Love Field.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT	
		A477	AVI	D015	AAIP	4113	AVID01 5	CX	EBS-2016-00001542	\$0.00
	A477	AVI	D017	AAIP	4113	AVID01 7			\$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 Supp'l Agreement Percentage
		6	17-0186	1/25/2017	\$534,194.00	\$966,805.91	\$1,500,999.91

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

*[Signature]*  
By Department Director

10/12/20  
Date

*Ashley Stockton*  
Ashley Stockton [DC18, 2020 11:39 CDT]  
Approved as to Form by City Attorney

Oct 8, 2020

Date

10/08/20

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

## 20-6037

EFFECTIVE DATE

Sep 3, 2020

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, and 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  
 OCT 8 AM 10:46  
 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: Archer Western Construction LLC Vendor No. VS0000064407

Subject: Emergency Contract Service for Stop Log Placement and Gate Inspection at Forney Dam

Lead Dept: Dallas Water Utilities

Action Requested: Emergency services requested and rendered to place stop logs with a crane, evaluate and repair a malfunctioning gate on Forney Dam.

Contract Number: DWU-2020-00014308 Contract Term: 8/1/2020 to 8/1/2021

Background: Forney Dam Gate #6 experienced a failure resulting in the uncontrolled release of water from Lake Ray Hubbard. Immediate installation of stop logs was deemed necessary to minimize the loss the water and avoid potentially severe impacts to the integrity of the dam and raw water supply. Services rendered included the use of crane rental services, highly skilled crane operators and specialized diver services to install ensure a tight seal.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	#	0100	DWU	7338	601H	3070	MASC DWU-2020-00014308	\$33,200
Financing:							TOTAL:	33,200.00

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 Head to

8/12/20  
 Date

*(Signature)*

Approved as to Form by City Attorney

Oct 7, 2020

Date

Sep 3, 2020

Date

By 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

## 20-6039

EFFECTIVE DATE

Oct 7, 2020

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  
 OCT 8 PM 4:04  
 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:	LAROME ARMSTRONG	Vendor No.	VS88191
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Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present musical performances and workshops, as directed by the Office of Cultural Affairs, that will include and introduce various artforms to the residents of Dallas including: visual art, literary art, music instrumentation, dramatic interpretations, theatrical programs, and film making. Consultant shall also provide dance workshops showcasing Jazz, Modern, Tap, Latin American, and Ballroom dance. Performances and workshops will be available for children and adults of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs.

Contract Number:	OCA-2020-00014342 (CR-00025284)	Contract Term:	10/14/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b>						General Fund	<b>TOTAL:</b> \$4,000.00

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

Oct 7, 2020  
 Date

Approved as to Form by City Attorney

Oct 7, 2020  
 Date

By City Manager

Oct 7, 2020  
 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

20-6040

EFFECTIVE DATE

Oct 5, 2020

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  
 OCT 8 PM 4:04  
 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: **JILES KING** Vendor No. VC18934

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present theatre performances and workshops as directed by the Office of Arts and Culture. The workshops will teach participants basic theatre fundamentals such as stage direction, creative writing, character building, and team building activities. Consultant will provide theatrical performance of consultant's own work followed by an audience questions and answer session. Performances and workshops are suitable for all ages and can be done virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025351)	Contract Term:	10/17/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of \$4,000.00. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$4,000.00

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

Oct 5, 2020  
 Date

*[Signature]*  
 Approved as to Form by City Attorney

Oct 7, 2020  
 Date

*[Signature]*  
 By City Manager

Oct 5, 2020  
 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

**20-6041**

EFFECTIVE DATE

Oct 9, 2020

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.

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 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: SHI Government Solutions, Inc. Vendor No. 502145

Subject: PolicyMap Enterprise System and Services

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No.1 for a 3-month contract extension for continuous use of PolicyMap software subscription services pursuant to the terms and conditions of BuyBoard Cooperative contract #579-19.

Contract Number: DSV-2019-00011661 Contract Term: 10/12/2020 to 1/11/2021

Background: This agreement will allow PolicyMap web-based software services used by the City's Planning and Urban Design Office for online mapping through map widgets for business planning and workflow efficiency analysis. In addition, this agreement will allow for continuous services of the software products while a new service contract is pending with City Council for approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1665		3099		CX DSV-2019-00011661	\$6,718.00
						-	
						-	
Financing: Data Services Fund						TOTAL:	\$6,718.00

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	19-7097	12/20/2019	\$52,414.50	\$0	\$59,132.50	12.81%

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

William Zielinski  
 William Zielinski (Sep 16, 2020 11:52 CDT)  
 By Department Director Date

Don Knight  
 Approved as to Form by City Attorney Date  
 Oct 9, 2020

[Signature]  
 By City Manager Date  
 Oct 9, 2020





# 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**  
**20-6042**  
**EFFECTIVE DATE**  
Oct 5, 2020

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.

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 OCT 9 PM 4:36  
 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: **Bhuvaneshwari Venkatraman** Vendor No. **VC22288**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present performances and workshops as directed by the Office of Arts and Culture. Performances and workshops will include Asian Indian Classic Bharatanatyam dances and storytelling, Yoga, Abhyasa, which is a practice of breathing and mind conditioning, Mudras, and activities that raise cultural awareness from the Indian perspective. Each workshop can be presented to seniors, adults and children between the ages of 6-18. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025358)	<b>Contract Term:</b>	10/12/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$4,000.00
							-	
							-	
<b>Financing:</b> General Fund							<b>TOTAL:</b>	\$4,000.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

*Jennifer S. [Signature]*  
By Department Director

Oct 5, 2020  
Date

*Tashauna L. Byrd [Signature]*  
Approved as to Form by City Attorney

Oct 8, 2020  
Date

*[Signature]*  
By City Manager

Oct 5, 2020  
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

**20-6043**

EFFECTIVE DATE

Oct 7, 2020

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  
 OCT 9 PM 4:36  
 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: **MICAELA GUTERREZ-TILLET** Vendor No. **VC20223**  
 Subject: Professional Services  
 Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present performances and workshops as directed by the Office of Cultural Affairs by way of Afro-Caribbean Dance that will be taught following various formulas. Consultant shall introduce participants to Afrobeats (AfroDance) / Dancehall / Latin / Hip Hop including their language, history, connectivity, and value. Participants will learn dance through muscle memory, understanding of beats and rhythm, and choreography combinations through the application of the steps. Workshops and performances will vary by demographic and purpose. Workshops will be presented to seniors, 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-2020-00014342 (CR-00025290) Contract Term: 10/14/2020 to 9/30/2021

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
Financing: General Fund							<b>TOTAL:</b> \$4,000.00

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

Oct 7, 2020  
Date

Approved as to Form by City Attorney

Oct 9, 2020  
Date

By City Manager

Oct 7, 2020  
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

**20-6044**

EFFECTIVE DATE

Oct 7, 2020

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): **Membership**  
NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 OCT 12 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: Sharing Cities Alliance Vendor No. VC8361

Subject: Sharing Cities Alliance Membership

Lead Dept: Office of Economic Development

Action Requested: Authorize ratification of invoice payment to Sharing Cities Alliance for membership period of July 1, 2019 through June 30, 2020

Contract Number: **EC 0-2020-00014735** Contract Term: to

Background: The City has been a member since 04/16/2018 by joining, the city became part of a global ecosystem of front-running cities; the city was provided access to a growing number of cases from cities enabling the sharing and platform economy to address urban challenges; access to experiences of other cities, showcasing the city's activities to a global network. Members of the Alliance are interested in building the collaborative economy to build and implement strategies, pilot projects and renew policies.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	ECO	1164	EC02	3340		<b>CX-ECO-2020-00014735</b>	\$11,300.00	
Financing:							<b>TOTAL:</b>	\$11,300.00

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 9/21/2020

*[Signature]*  
Approved as to Form by City Attorney Date 10/09/20

*[Signature]*  
By City Manager Date Oct 7, 2020









# 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

20-6046

EFFECTIVE DATE

Oct 9, 2020

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  
 OCT 13 PM 2:43  
 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: Paymetric, Inc. Vendor No. VS0000034947

Subject: Payment Card Processing and Tokenization Services

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No. 6 to amend the contract to add an additional Statement of Work for an additional 50 hours of support services for water billing and processing issues as they relate to the merchant processing services.

Contract Number: DSV-2018-00005623 Contract Term: 9/21/2020 to 4/10/2022

Background: This agreement will allow additional maintenance support services to the water billing payment solution system for services in addition to the original scope of service and in support of the Contract services. The additional services will allow for 50 hours to resolve immediate issues with financial matters relating to billing payments.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1614		3070		MASC DSV-2018-00005623	\$10,000.00
						-	
						-	
Financing: Data Services Fund (subject to annual appropriations)						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 Suppl Agreement Percentage
	6	09-0584	2/25/2009	\$364,268.00	\$1,276,465.00	\$1,650,733.00	353.16%

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

Sheila Robinson  
 Sheila Robinson (Sep 15, 2020 13:03 CD'1)  
 By Department Director Date Sep 15, 2020

[Signature]  
 Approved as to Form by City Attorney Date Oct 9, 2020

[Signature]  
 By City Manager Date Oct 9, 2020



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

## 20-6047

EFFECTIVE DATE

09/21/2020

2020 OCT 13 PM 2:50  
CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

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: Environmental Lighting Services LLC Vendor No. VS0000048383

Subject: Light Pole Maintenance & Repair

Lead Dept: Dallas Water Utilities - Stormwater Operations

Action Requested: Authorize Supplemental agreement #4 - an increase of 25% to the current service contract with Environmental Lighting Services.

Contract Number: TWM-2018-00005559 Contract Term: 03/23/2019 to 03/21/2021

Background: On March 23, 2016, Dallas City Council awarded a two (2) year master agreement with Environmental Lighting Services (VS0000048383); Resolution #16-0415 from solicitation # BQ1526. Contractor shall provide light pole maintenance and repair services as needed for Dallas Water Utilities - Stormwater Operations. This increase will allow for repairs to be made on the Continental Street Bridge under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						SDBMQ1526-201	\$21,160.00	
Financing:							TOTAL:	\$21,160.00

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
	5	16-0415	3/23/2016	\$84,640.00	\$0	\$105,800.00	25%

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

*[Signature]*  
City Department Director

9/16/20  
Date

*Attorney A. Bashor*  
Attorney's Review (09/13/2020)

Approved HS 18 Form by City Attorney

Date

*[Signature]*  
By City Manager  
Date 09/21/2020  
for

ADMINISTRATIVE ACTION

**20-6048**  
EFFECTIVE 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.

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  
 2020 OCT 13 PM 4:29  
 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: Streamline HR Management, LLC Vendor No. VS90500

Subject: Exclusion Screening Tool

Lead Dept: City Controller Office

Action Requested: The Healthcare Compliance Program is partnering with the Human Services Department (HR) to incorporate our needs for online exclusion screening services into their current contract which is up for renewal January 2021. To avoid interruption of services while HR is drafting specifications for contract renewal, we are requesting an additional six-month extension of subscription of basic services, providing an online web-based exclusion screening software to verify City of Dallas covered person's exclusion status from any Federal or State Health Programs on a pre-hire and ongoing monthly basis.

Contract Number: CT: MGT-2018-00005434 Contract Term: 08/23/2020 to 02/23/2021

Background: Streamline Verify subscription of basic services, providing an online web-based exclusion screening software to verify City of Dallas covered person's exclusion status from any Federal or State Health Programs on a pre-hire and ongoing monthly basis. The City of Dallas is prohibited from employing or contracting with any person or entity as a Covered Person if that person or entity is listed by The Office of Inspector General for the U.S. Department of Health and Human Services (OIG) as debarred, excluded or otherwise ineligible for participation in Federal and State Health Programs. This prohibition is necessary to ensure the City receives appropriate Federal healthcare program reimbursement for items and/or services provided to patients.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
001	CCO	1853	EMSC	3070		CT - MGT-2018-00005434	\$1,110.00
						<b>TOTAL:</b>	

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
		16-5172	1-25-2016	\$1,395.00	\$7,597.50	\$8,707.50	%

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

*Sheu Kowalski* 8/13/20  
By Department Director Date

*Michael Doss*  
Approved as to Form by City Attorney Date

*[Signature]* 8/18/20  
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

**20-6049**

EFFECTIVE DATE

Sep 30, 2020

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  
 OCT 14 AM 10:02  
 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: **Danielle Kamica King** Vendor No. **VS99724**

Subject: **Professional Services**

Lead Dept: **Office of Arts and Culture**

**Action Requested:** Consultant shall present musical performances and workshops as directed by the Office of Arts and Culture, that use live acoustic music and/or multi-genre compositions to engage participants and create positive change. Services include live music featuring styles of African-American, Afro-Caribbean, and/or Latin music. Workshops can also incorporate interactive singing, songwriting and music-making activities for participants to get involved with. Services can be delivered in person as well as in an adapted virtual format and presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025283)	<b>Contract Term:</b>	10/7/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$6,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC OCA-2020-00014342	\$6,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$6,000.00

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.

*Jennifer Scripps*  
Jennifer Scripps (Sep 30, 2020 16:40 CDT)

By Department Director

Sep 30, 2020

Date

*Tasheera L. Byrd*

Approved as to Form by City Attorney

Oct 8, 2020

Date


*Joey Zapata*  
Joey Zapata (Sep 30, 2020 21:32 EDT)

By City Manager

Sep 30, 2020

Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6061	EFFECTIVE DATE
	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.	Oct 12, 2020

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
OCT 14 AM 10:02

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:	<b>THE SOUTH DALLAS CONCERT CHOIR</b>	Vendor No.	246150
Subject:	Professional Services		
Lead Dept:	Office of Arts and Culture		

**Action Requested:** Consultant shall present performances, as directed by the Office of Arts and Culture, that introduces audiences to "African American Classics" including a diverse repertoire of music that shaped America, Sacred Music by African American Composers, Negro Spirituals and more. The performances will bring together a diversity of people who reside in Dallas and they can be accessible virtually. Services are presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025295)	Contract Term:	10/19/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$4,000.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%


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

  
Janet Scripps (Oct 12, 2020 16:01 CDT)  
 By Department Director

Oct 12, 2020  
Date

  
 Approved as to Form by City Attorney

Oct 13, 2020  
Date

  
Joey Zapata (Oct 12, 2020 16:02 CDT)  
 By City Manager

Oct 12, 2020  
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**

**20-6062**

**EFFECTIVE DATE**

Oct 7, 2020

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  
 OCT 14 AM 10:47  
 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: **LENOTHA BARNETT, JR.** Vendor No. 246533

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present performances or workshops as directed by the Office of Cultural Affairs that combines words and rhythms into educational, interactive experiences. Participants will be involved in storytelling, poetry, drumming, and movement featuring traditional percussion instruments from the U.S., Africa, and the Caribbean. Consultant shall use rhythms and instruments to present professional, high energy explorations of 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-2020-00014342 (CR-00025285) Contract Term: 10/14/2020 to 9/30/2021

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$18,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$18,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$18,000.00

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.**

*[Signature]*  
 By Department Director  
 Date: Oct 7, 2020

**Oct 7, 2020**  
 Date

*[Signature]*  
 Approved as to Form by City Attorney  
 Date: Oct 14, 2020

*[Signature]*  
 By City Manager  
 Date: Oct 7, 2020

**Oct 7, 2020**  
 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

20-6063

EFFECTIVE DATE

Sep 23, 2020

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  
 OCT 14 PM 12:36  
 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: Texas Green Star Environmental, LLC Vendor No. VS0000019219

Subject: Dallas Zoo Wetland Monitoring FY20-21

Lead Dept: Park and Recreation

Action Requested: Authorize a service contract of \$49,797.87 with Texas Green Star Environmental, LLC. The supplier will provide waste water effluent compliance sampling at the Dallas Zoo.  
Contact: Trenesha Williams 214 670 8829

Contract Number: PKR-2020-00014318 Contract Term: NTP to 6/30/2021

Background: The proposed scope of work is to continue the required compliance effluent monitoring pursuant to an amendment to the Texas Commission on Environmental Quality (TCEQ) Texas Pollution Discharge Elimination System (TPDES) Permit number WQ0004984000 issued on September 26, 2017 authorizing the City of Dallas to treat and discharge wastewater from the Dallas Zoo.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	MASC PKR-2020-00014318	\$49,797.87
						-	
						-	
Financing:						TOTAL:	\$49,797.87

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	%

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

*John Justice*  
 By Department Director  
 Date: Sep 23, 2020

*Christine Lannan*  
 Approved as to Form by City Attorney  
 Date: Oct 13, 2020

*Joey Zapata*  
 By City Manager  
 Date: Sep 23, 2020





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

## 20-6064

EFFECTIVE DATE

Oct 14, 2020

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 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  
 OCT 14 PM 1:39  
 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: **East Dallas Community Organization** Vendor No. **354413**

Subject: **Property Management Service**

Lead Dept: **Housing and Neighborhood Revitalization**

Action Requested: Request payment, not to exceed \$50,000.00 beginning September 9, 2020 to September 9, 2021 pursuant to Section 5 of the Property Management Agreement. Authorize a professional services management agreement with East Dallas Community Organization. This agreement may include but not limit to miscellaneous expenses such as trash removal, utilities, code compliance, court fees to evict tenants, preparation of the property for closure, and misc. admin. fees for property management

Contract Number: **HOU-2020-00014575** Contract Term: **09/09/2020** To **09/21/2021**

Background: The City foreclosed property at 5210 Bexar Street, Dallas Texas that occurred September 1, 2020 for the Department of Housing and Neighborhood Revitalization funded property. The previous manager was dismissed by the prior owner on the day of the foreclosure.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	HOU	4285		3070		CT-HOU-2020-00014575	\$50,000.00	
Financing:							<b>TOTAL:</b>	<b>\$50,000.00</b>

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 Noquera  
David Noquera (Oct 13, 2020 12:06 CST)  
By Department Director

Oct 13, 2020  
Date

Ortiz  
Ortiz (Oct 14, 2020 12:08 CST)  
Approved as to Form by City Attorney

Oct 14, 2020  
Date

[Signature]  
Oct 14, 2020  
By City Manager





# 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

# 20-6065

### EFFECTIVE DATE

Oct 14, 2020

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%).
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- 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 requisitions.

RECEIVED  
 OCT 14 PM 1:39  
 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: Dallas County Hospital District d/b/a Parkland Health & Hospital System Vendor No. 900498

Subject: EpicCare Link System Access Agreement

Lead Dept: Dallas Fire-Rescue (DFR)

Action Requested: Authorization to enter into an agreement with Parkland Health and Hospital Systems ("Parkland") to use the EpicCare Link System by the DFR's Mobile Community Healthcare Program ("MCHP") for MCHP-enrolled patients.

Contract Number: N/A Contract Term: 10/1/2020 to 09/30/2022

Background: Dallas Fire Rescue through its Mobile Community Healthcare Program (MCHP) provides emergency medical services to patients who are referred to Parkland for treatment. In an effort to work with those patients to provide comprehensive medical services that does not require ambulance transport to Emergency Room, Mobile Community Paramedics (MCPs) would utilize Parkland Epic EMR access, for enrolled MCHP patients, to review items such as patient clinic and emergency department visits, admissions, procedures, upcoming appointments, and medications prescribed. Access will be for authorized personnel only. There is no cost.

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 Supp'l Agreement Percentage

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

By Department Director


Oct 14, 2020  
 Date

Approved as to Form by City Attorney

Oct 14, 2020  
 Date

By City Manager

Oct 14, 2020  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6066	
	EFFECTIVE DATE	
		9/23/2020

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.*

2020 OCT 14 PM 1:41  
 RECEIVED  
 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:	World Affairs Council of Dallas/Fort Worth	Vendor No.	509630
Subject:	International Protocol Services		
Lead Dept:	Office of Government Affairs		

**Action Requested:** Authorize a 12-month contract with the World Affairs Council of Dallas/Fort Worth to provide international protocol services for the City of Dallas.

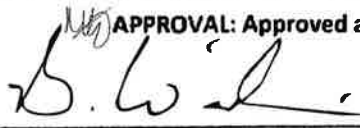


Contract Number:	MGT-2020-00014721	Contract Term:	October 1, 2020	to	September 30, 2021
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**Background:** The City of Dallas is seeking a vendor to provide International Protocol services. The services contract will be capped at \$50,000, with a targeted start date of October 1, 2020, and the services will be provided on a month-to-month basis for no longer than 12 months. The City will have the option to terminate for convenience with a 30-day notice. The selected vendor will need to provide insurance according to the City's requirements. The scope of services include: **Task 1.** Provide staff support to the Mayor, as the official head of city government, in his or her international activities. This includes scheduling opportunities for the Mayor to deliver an international message, providing logistical support to visiting international trade and business delegations, engaging Consular Corps to promote the region, and leveraging outside resources to offset operating expenses, including foreign travel. **Task 2.** Provide a high level of service to international dignitaries. Provide protocol and logistical support for international delegations visiting Dallas, including serving as the point of contact for diplomatic matters with the Consular Corps, the Office of the Texas Assistant Secretary of State, and the U.S. Department of State. **Task 3.** Strengthen the City's ties to the Consuls General who are accredited to Dallas and seek to increase the number of trade offices and consulates represented in Dallas. Work with the Office of the Mayor, the diplomatic corps, and other international stakeholders to continue expanding trade and consular representation in Dallas. **Task 4.** Serve as a resource to City officials on matters of international protocol.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	MGT	1145		3099		- MGT-2020-00014721	50,000
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	

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	09/32/2020	 _____ Approved as to Form by City Attorney	10-9-20 _____ Date
 _____ By City Manager	9/23/2020 _____ 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

## 20-6067

EFFECTIVE DATE

10/14/2020 *MD*

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  
 OCT 14 PM 5:07  
 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: AT&T Vendor No. 502484

Subject: Telephone and Internet Services for Northeast Community Court

Lead Dept: City Attorney's Office – Northeast Community Court

Action Requested: Authorize monthly payments to AT&T for telephone and internet services for daily operations in the Northeast Community Court during FY 2020-2021. Total payments during FY 2019-2020 shall not exceed \$3,000.

Contract Number: \_\_\_\_\_ Contract Term: 10/1/2020 to 9/30/2021

Background: AT&T will provide telephone and internet services to the City Attorney's Office Northeast Community Court Team. These services are necessary for Northeast Community Court's daily operations. Total payments during FY 2020-2021 shall not exceed \$3,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	ATT	2747	AT04	3050		ATTPHONEYFY1617	\$3,000.00
						-	
						-	
Financing:						<b>TOTAL:</b>	\$3,000.00

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
							%

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

*Agah Powers*

By Department Director

Oct 14, 2020

Date

*Michael Doss*

Approved as to Form by City Attorney

Oct 14, 2020

Date

*[Signature]*


By City Manager

Oct 14, 2020

Date

*MD*



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6068	20-6068
	EFFECTIVE DATE	EFFECTIVE DATE
	Sep 23, 2020	Sep 23, 2020

**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:**

<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):

**NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.**

RECEIVED  
 2020 OCT 14 PM 5:17  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Stericycle Environmental Solutions, Inc. dba PSC Recovery Systems	Vendor No. VS90420
--	--------------------

Subject: Removal of Grease Trap Waste

Lead Dept: AVI

Action Requested: Authorize the ratification of payment of Invoice RCI694 For the removal of Grease from Septic takes at Dallas Love Field.

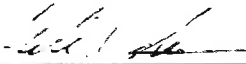
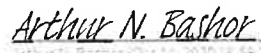
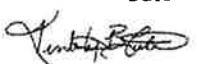
Contract Number: AVI-2020-00014700	Contract Term:	to	
------------------------------------	----------------	----	--

**Background:** The City of Dallas is mandated by City, State, and Federal laws to empty, clean, and environmentally remove grease traps and septic tanks. The dollar threshold exceeded \$3,000 because we had no way of knowing the amounts of waste in the tank until the grease tank(s) was emptied. Previously the cost was under the \$3000 Procurement threshold, and payments were made with using the Pcard process. The current Master agreement has expired and currently in the solicitation process.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0130	AVI	7741		3110		AVI-2020-00014700	\$3,949.00
<b>Financing: AVI Operation Fund</b>						<b>TOTAL:</b>	\$3,949.00

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	N/A	N/A	N/A	N/A	N/A	N/A

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

 _____ By Department Director	Sep 21, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 14, 2020 _____ Date
 _____ By City Manager		Sep 23, 2020 _____ 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

20-6069

EFFECTIVE DATE

Oct 6, 2020

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  
 OCT 1 AM 8:15  
 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: JumpR2, Inc. dba Bluestar Diagnostics, Inc Vendor No. VS0000084537

Subject: Drug and Alcohol Testing for DFR

Lead Dept: DFR

Action Requested: Authorize a three month service price agreement with JumpR2, Inc. dba Bluestar Diagnostics, Inc for Drug and Alcohol Testing in an amount not to exceed \$16,637.50

Contract Number:	DFD-2020-00014656	Contract Term:	9-25-20	to	12-24-20
------------------	-------------------	----------------	---------	----	----------

Background: Fire-Rescue requires that all uniformed members and civilian employees, approximately 2,100, undergo random testing for illegal drug use, alcohol or controlled substance abuse. This testing is to ensure that members of the department who are in positions that can impact the safety of the public are not impaired either physically or mentally by substance abuse. Supervisors may also request alcohol and controlled substance testing when the supervisor has reasonable suspicion that a member is under the influence of alcohol or controlled substances. This agreement will allow for continued service of Drug and Alcohol Testing until a multi-department agreement can be finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFR	LS05		3040		MASC-DFD-2020-00014656	16,637.50
						-	
						-	
Financing:		General				<b>TOTAL:</b>	16,637.50

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 Supp'l Agreement Percentage
						\$ 0.00	%

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

DAH  
By Department Director

Oct 6, 2020  
Date

Don Knight  
Approved as to Form by City Attorney

Oct 6, 2020  
Date

Jon Fortune  
By City Manager

Oct 6, 2020  
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

20-6070

EFFECTIVE DATE

Aug 13, 2020

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.

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 OCT 15 AM 9:48  
 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: Allied Tube & Conduit Corp. Vendor No. 152046

Subject: Permanent Sign Posts and Installation Hardware

Lead Dept: TRN

Action Requested: Authorize Supplemental Agreement No. 2, a \$25,000.00 increase in funds to the master agreement, under the same terms and conditions.

Contract Number: POM-2018-00004729 Contract Term: 1/10/2018 to 1/9/2021

Background: On January 10, 2018, City Council authorized a three-year master agreement Allied Tube & Conduit Corp. (BY1702) in the amount of \$272,035.45 by Resolution No. 18-0091, for the purchase of permanent sign posts and installation hardware.

Prior Actions:  
AA No. 19-6225, SA No. 1, a change in billing agent

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- POM-2018-00004729	\$25,000.00
						-	
						-	
Financing: Current						<b>TOTAL:</b>	\$25,000.00

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
	2	18-0091	1/10/2018	\$272,035.45	\$0.00	\$297,035.45	9.19%

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

Chhunny Chhean  
Chhunny Chhean (Aug 13, 2020 13:35 CDT)  
By Department Director

Aug 13, 2020  
Date

Arthur N. Bashor  
Arthur N. Bashor (Sep 9, 2020 13:51 CDT)  
Approved as to Form by City Attorney

Sep 9, 2020  
Date

Ky  
Aug 13, 2020

Josely Zapata  
Jocely Zapata (Aug 13, 2020 12:47 CDT)  
By City Manager

Aug 13, 2020  
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

## 20-6071

EFFECTIVE DATE

9/8/2020

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

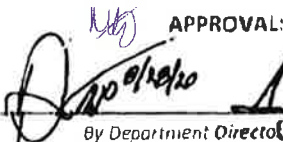
- a. Contracts of \$70,000 or less resulting from competitive bid or formal proposal process, including service procurements made interlocal or cooperative agreements
- b. Amendments to competitively bid or formal proposal contracts: \$50,000 or less (may not increase original contract price by more 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-IM 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)  
NOT: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition

2020 OCT 15 AM 10:58  
CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED

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	ABventure Designs, LLC				Vendor No.	21709			
Subject	Drapery and Rollers								
Lead Dept.	DWU/SVWTP								
Action Requested	Authorize ABventure Designs, LLC, to provide and install new, fire retardant, drapery and associated roller hardware at several locations within SVWTP.								
	Contract Number:	DWU-2020-00014383			Contract Term:	10/19/2020	to	11/18/2020	
Background	During a fire inspection, the Fire Marshall determined that drapery in some offices and conference rooms at the Plant are not fire-retardant as required by the fire code. The Marshall consequently ordered the removal of these draperies. Their removal has left the windows bare and the affected rooms are now exposed to sun rays directly. In addition, some other offices have drapery in disrepair, which also need to be replaced. This AA will authorize the installation and replacement of draperies in the affected offices.								
Funding	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
	100	DWU	7450	752C	3099		MASC DWU-2020-00014383	\$29,576.50	
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.

  
By Department Director

  
Date

Arthur N. Bashor  
Approved as to Form by City Attorney

Oct 14, 2020  
Date

By City Manager

Sep 8, 2020  
Date

Signature: Arthur N. Bashor  
Arthur N. Bashor (001 10, 2020 11 26 11 11)

Email: arthur.bashor@dallascityhall.com





# 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

20-6072

EFFECTIVE DATE

09/10/2020 Contract required

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  
 SEP 15 PM 12:16  
 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: First Presbyterian Church of Dallas, Texas dba The Stewpot Vendor No. VS000007357 48892

Subject: Community Mental Health Program

Lead Dept: Office of Community Care

Action Requested: To authorize a contract with First Presbyterian Church of Dallas, Texas dba The Stewpot to provide free mental health therapy to those at risk of homelessness; • those who are homeless; • those who have recently exited homelessness; and • those in the Dallas community that are LMI, through the Community Mental Health Program, from September 1, 2020 thru December 31, 2020, in an amount not to exceed \$48,229.00.

Contract Number: OCC-2020-00014436 Contract Term: 09/01/2020 to 12/31/2020

Background: Through a RFA that was posted in Bonfire on July 28, 2020, the Community Health Program sought organizations to implement two types of services (1) Access to mental health services for highly impacted, underserved populations, and communities of color and/or (2) Education and lay-person training aimed at breaking down stigma and increasing awareness of mental health issues, needs and available resources. The RFA specifically sought programs targeting the below populations:

- Individuals living in communities with high prevalence of COVID-19
- Seniors (ages 60+)
- Households with adolescents and children
- Individuals who have been impacted by job loss or are otherwise income insecure due to COVID-19
- Populations identified in the "Drivers of Poverty" report
- Populations that have been historically underserved by mental and behavioral health programming (applicant should include research documenting the needs of their identified target population)
- Individuals residing in zip codes that have been identified as having high COVID impact / being high risk

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	MGT	958F		3070		- OCC-2020-00014436	\$48,229.00	
Financing:							TOTAL:	\$48,229.00

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.


Jessica Galleghaw  
 By Department Director

Sep 9, 2020  
 Date

Christie Sutton  
 Approved as to Form by City Attorney  
 Date

Oct 1, 2020

By City Manager  
 Sep 10, 2020  
 Date

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6073	
	EFFECTIVE DATE	
	Oct 14, 2020	
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.		

RECEIVED  
 OCT 15 PM 5:16  
 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: <b>VET</b>	Vendor No. <b>500570</b>
-------------------------	--------------------------

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall host workshops entitled *Paint the Town*, a free and open-to-the-public painting class that will depict Dallas iconic symbols and neighborhoods while providing historical background of each scene. During each of the workshops participants will be given all the supplies needed and easy instructions on how to complete a 16 x 20" painting. Due to current Covid-19 pandemic conditions, classes will be held virtually via social media platforms (Zoom, Google Meet or Webex). Art kits will be made available at the host site, prior to the workshop for pickup. Consultant shall produce 20 of these classes. 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, as amended.


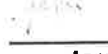

Contract Number:	OCA-2019-00011740 (CR-00025375)	Contract Term:	10/20/2020	to	9/30/2021
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**Background:** The fee for this service is **\$10,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$2,500.00** 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 TYPE and NUMBER	AMOUNT
0001	OAC	4880		3089	AAct R3	MASC OCA-2019-000011740	\$10,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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	Oct 14, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 15, 2020 _____ Date
	 _____ By City Manager	Oct 14, 2020 _____ 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

20-6074

EFFECTIVE DATE

10-13-2020

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): Appropriate funds for holdover rental payments under approved non-bid contract.  
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: SVEA Industrial I, LLC Vendor No. VC20844

Subject: Women, Infants and Children ("WIC") Clinic Service Lease Agreement – 8202 Spring Valley Rd., Ste., 100, City of Dallas, Dallas County, TX - Holdover

Lead Dept: Sustainable Development and Construction

Action Requested: Payment of \$10,806.25 per month, for the holdover period of two (2) months, beginning November 1, 2020 and ending December 31, 2020, between City of Dallas and Columbia Colson Corporation, whom conveyed its property to SVEA Industrial I, LLC by deed instrument 201900286342 dated October 24, 2019. Consideration: an amount not to exceed \$21,612.50.

Contract Number: OCC-2020-00013451 Contract Term: 11/1 2020 to 12/31/2020

Background: Section XVI of the Lease Agreement, dated September 10, 2010 between City of Dallas and Columbia Colson Corporation, whom conveyed its property to SVEA Industrial I, LLC by deed instrument 201900286342 dated October 24, 2019, provides the City of Dallas to continue its occupancy month-to-month, under its same conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
F639	MGT	130C		3330		OCC-2020-00013451	\$21,612.50
Financing: Department of State Health Services Grant Funds						TOTAL:	\$21,612.50

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 Supp'l Agreement Percentage
						\$ 0.00	%

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

9/30/20  
 Date: 9/30/20  
 By Department Director

B. N. L. F.  
 Date: 10/13/20  
 Approved as to Form by City Attorney

*[Signature]*  
 Date: 10/13/2020  
 By City Manager

for





# 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

**20-6075**

EFFECTIVE DATE

Oct 16, 2020

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 2%.)
  - 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  
 OCT 16 PM 2:46  
 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: **KRAV MAGA WORLDWIDE, INC** Vendor No. **VC21140**

Subject: **KRAV MAGA LAW ENFORCEMENT DEFENSIVE TACTICS COURSE**

Lead Dept: **DALLAS POLICE DEPARTMENT**

Action Requested: **Authorize \$8,250 in expense for Krav Maga Enforcement Defensive Tactics course and scenarios at the Dallas Police Department Basic Academy.**

Contract Number: **DPD-2020-00013037** Contract Term: \_\_\_\_\_ to \_\_\_\_\_

Background: **The Defensive Tactics staff needs recertification for (4) four incumbents and initial certification for the (5) five recently selected members. This training will teach areas such as Personal Weapons Combative, Self Defense, Defense against handguns and Long Guns, Edge Weapons, and Ground Fighting.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0699	DPD	6303		3361		CX- DPD-2020-00013037	\$8,250	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	<b>\$8,250</b>

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.**

Renewal Form (Rev. 2-5-20) 19-35 CDT

Oct 15, 2020

Jon Fortune (Rev. 10-30-20) 09-33 CDT

Oct 16, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

Don Knight (Rev. 10-30-20) 09-33 CDT

Oct 16, 2020

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

**20-6076**

EFFECTIVE DATE

Oct 5, 2020

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  
 OCT 16 PM 2:46  
 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 Shakespeare Festival of Dallas** Vendor No. **128849**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: The consultant shall present "Shakespeare & the Suffragettes" an original 30-minute video that will be a blend of, production, action points and performance. This project will be developed to commemorate the centennial of the 19th amendment giving women the right to vote. There will be live town hall meetings via a virtual video conference where the audience can interact with the project creators. Distribution of the video will be made available to general public as well as specific partners including DISD middle and high schools, colleges and universities, women's professional organizations, senior living facilities, the Dallas Park and Recreation Department, and the Dallas Public Libraries. 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, as amended.

Contract Number: OCA-2019-00011740 (CR-00025357) Contract Term: 10/15/2020 to 12/31/2020

Background: The fee for this service is **\$12,000.00** to be paid in accordance with the terms of the contract as follows: one (1) payment of 25% or **\$3,000.00** of the total awarded amount upon completion of deliverable number one and receipt of the consultant's first invoice, one (1) payment of 50% or **\$6,000.00** 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 **\$3,000.00**, 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 TYPE and NUMBER	AMOUNT
0001	OAC	4880		3089	AAct R3	MASC OCA-2019-000011740	\$12,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	<b>\$12,000.00</b>

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	%

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

*Handwritten signature*  
By Department Director

Oct 5, 2020  
Date

*Handwritten signature*  
Approved as to Form by City Attorney

Oct 16, 2020  
Date

*Handwritten signature*  
By City Manager

Oct 5, 2020  
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

20-6077

EFFECTIVE DATE

Oct 15, 2020

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  
 OCT 16 PM 3:38  
 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: **Cara Mia Theatre Co.** Vendor No. **357327**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present multi-cultural (primarily Latinx-centered) performances and workshops as directed by the Office of Arts and Culture to teach adults, children and families cultural pride and the arts. The 60-minute family-friendly shows are bilingual, educational, support TEKS metrics, and celebrate culture. Consultant shall also provide workshops in, Music, Playwrighting, Visual Art, Drama, Drum Orchestra, Drum Making, Mask Making for Theatre, Big Puppets, Sculpture, Acting with Mexican Folk Masks, and Mexican Arts and Crafts teaching creativity and life skills through a cultural lens. Workshops, and performances are for audiences of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025274)	<b>Contract Term:</b>	10/17/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$11,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$11,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$11,000.00

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.

*Jennifer Scripps*  
 Jennifer Scripps (Oct 14, 2020 16:25 CDT)  
 By Department Director

Oct 14, 2020  
 Date

*Christen Sutton*  
 Christen Sutton  
 Approved as to Form by City Attorney  
 Oct 15, 2020  
 Date

*Joey Zapata*  
 Joey Zapata (Oct 15, 2020 08:36 CDT)  
 By City Manager



# 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

20-6078

EFFECTIVE DATE

Oct 7, 2020

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.

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- 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: **Frida N Lozano** Vendor No. **VC0000032876**

Subject: **Professional Services**

Lead Dept: **Office of Arts and Culture**

**Action Requested:** Consultant shall present theatre and visual arts performances and workshops as directed by the Office of Arts and Culture. Through the various workshops, participants will develop confidence, communication skills, creativity, awareness and appreciation of one's own culture and appreciation of the rich diversity of the cultures of others. In theatre workshops, participants will work on their reading & comprehension skills, and integrates Latinx, Mexican or Mexican -American literature. Visual arts workshops includes visual art from Mexican and Pre-Hispanic cultures. Consultant's theatre performances will bring stories about historical characters, historical events, and cultural richness from Latinx cultures. Workshops, and performances are for audiences of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025279)	<b>Contract Term:</b>	10/17/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$4,000.00

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.

*Jennifer Scripps*  
Jennifer Scripps (Oct 7, 2020 13:39 CDT)

By Department Director

Oct 7, 2020

Date

*Marichelle Samples*  
Marichelle Samples (Oct 16, 2020 15:09 CDT)

Approved as to Form by City Attorney

Oct 16, 2020

Date

*Joey Zapata*  
Joey Zapata (Oct 7, 2020 14:31 CDT)

By City Manager

Oct 7, 2020

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

**20-6079**

EFFECTIVE DATE

Oct 9, 2020

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.

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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: **MICHELLE GIBSON** Vendor No. **VS0000036514**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present workshops and performances as directed by the Office of Cultural Affairs. Consultant's workshops and performances will include: 1. Movement for Seniors which involve engaging their minds, bodies, and spirits emphasizing efficiency of bodily movement; 2. The New Orleans Original Buckshop involves a presentation of lectures and movement that include her own "New Orleans Second Line Aesthetic", and 3. Afro-Modern Dance which allows communities to identify with cultural development, appreciation, and movement within authentic, cultural spaces. Performances and workshops can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: **OCA-2020-00014342 (CR-00025287)** Contract Term: **10/16/2020 to 9/30/2021**

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$11,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$11,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	<b>\$11,000.00</b>

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.**

*Jennifer Scripps*  
 Jennifer Scripps (Oct 9, 2020 10:58 CDT)  
 By Department Director


**Oct 9, 2020**  
 Date

*Tashana L. Byrd*  
 Approved as to Form by City Attorney  
**Oct 15, 2020**  
 Date

*Joey Zapata*  
 Joey Zapata (Oct 9, 2020 11:49 CDT)  
 By City Manager

**Oct 9, 2020**  
 Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6080	
	EFFECTIVE DATE	
	Oct 13, 2020	
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:

<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 checked="" 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 type="checkbox"/>	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.

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 DALLAS, TEXAS

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

Vendor Name: <b>QUAN POWERS</b>	Vendor No. <b>VC22273</b>
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Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present performances and workshops as directed by the Office of Cultural Affairs. Workshops will entail choreographed dance classes for male dancers that will educate on and address the stigma of African American males in dance. Each workshop will culminate in a choreographed piece created by the consultant. Workshops will be presented to seniors, 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-2020-00014342 (CR-00025353)	Contract Term:	10/20/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	<b>\$4,000.00</b>

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.

  
 J:\miles\scripts\10c13, 2020 14:39 CDT  
 By Department Director


Oct 13, 2020  
Date

  
 Approved as to Form by City Attorney

Oct 15, 2020  
Date

  
 Jaey Zapata (Oct 13, 2020 14:44 CDT)  
 By City Manager

Oct 13, 2020  
Date

 <b>CITY OF DALLAS</b>	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.	20-6081
		EFFECTIVE DATE
		Oct 9, 2020

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

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<b>Vendor Name:</b>	AFIAH TALIBAH BEY	<b>Vendor No.</b>	345334
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<b>Subject:</b>	Professional Services
<b>Lead Dept:</b>	Office of Arts and Culture

**Action Requested:** Consultant shall present performances and workshops as directed by the Office of Arts and Culture entitled "The Art of Storytelling. Consultant will use theatrical performance introducing students or adults to the art of ancient "Griot" storytelling. The service shall combine music, crafts, and songs that bring to life ancient African folk tales. The participants shall have the opportunity to listen, add phrasing, act as characters, and utilize simple props, costumes, songs, instruments, and dance as they participate in the stories. This can be presented to adults and children of all ages, both in person and virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.


<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025268)	<b>Contract Term:</b>	10/17/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$15,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$15,000.00

<b>Contract Amendment Information:</b>	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.**

  
 Jennifer Scripps (Oct 9, 2020 17:19 CDT)

Oct 9, 2020

  
 Marichelle Samples (Oct 16, 2020 15:00 CDT)


Oct 16, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

  
 Joey Zapala (Oct 9, 2020 17:23 CDT)

Oct 9, 2020

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

20-6082

EFFECTIVE DATE

Oct 9, 2020

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.

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 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: Jennifer Gonzales Vendor No. VC15389

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present Hip Hop dance performances and movements workshops as directed by the Office of Arts and Culture. The movement workshops challenges students of all ages, improves motor learning skills, and inspires creativity while educating participants on the History of Hip Hop as it relates to breakdance, house music, and Latin dances such as cumbia, bachata, merengue, salsa, and fusion. Performances are suitable for all ages and can be done virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025352)	Contract Term:	10/17/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$4,000.00
						-	
						-	
Financing: General Fund						TOTAL:	\$4,000.00

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.**

*Jennifer Scripps*  
Jennifer Scripps (Oct 9, 2020 10:59 CDT)  
By Department Director

Oct 9, 2020  
Date

*Marichelle Samples*  
Marichelle Samples (Oct 16, 2020 15:07 CDT)  
Approved as to Form by City Attorney

Oct 16, 2020  
Date

*Joey Zapata*  
Joey Zapata (Oct 9, 2020 11:49 CDT)  
By City Manager

Oct 9, 2020  
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

**20-6083**

EFFECTIVE DATE

Oct 13, 2020

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.

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 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: **RHIANNA MACK** Vendor No. **VC17792**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present workshops and residencies as directed by the Office of Cultural Affairs that shall involve three separate options: Class 1 – Upcycled Fashion: participants will learn fun, no-sew, DIY fashion projects. This class engages creative thinking and resourceful inventiveness. Class 2 – Action! An Intro to Theater/Improv & Directing: participants will learn to embrace their inner creativity and spontaneity while gaining acting/performance basics. Class 3 – Intro to Choreo Camp: this class is an introduction to dance and choreography in which participants will engage in movement/dance and learn how to lead and organize routines for others. Workshops can be presented to seniors, adults and children ages 6 and above. 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-2020-00014342 (CR-00025292)	Contract Term:	10/20/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$22,500.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$22,500.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$22,500.00

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	%

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

*Jennifer Scripps*  
Jennifer Scripps (Oct 13, 2020 11:06 CDT)  
By Department Director

Oct 13, 2020  
Date

*Tashana L. Byrd*  
Approved as to Form by City Attorney

Oct 15, 2020  
Date

*Joey Zapata*  
Joey Zapata (Oct 13, 2020 11:20 CDT)  
By City Manager

Oct 13, 2020  
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

20-6084

EFFECTIVE DATE

Sept 21, 2020 MO

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  
 SEP 21 2020 8:08 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: Shelter Ministries of Dallas dba Austin Street Center Vendor No. VC0000011655

Subject: Supplemental Agreement No. 1 to the Emergency Solutions Grant Contract

Lead Dept: Office of Homeless Solutions

Action Requested: Authorize Supplemental Agreement No. 1 to the service agreement with Shelter Ministries dba Austin Street for emergency shelter services to correct the contract amount and the term, to align with the Request for Proposals and Council Resolution No. 20-0837.

Contract Number: OHS-2020-000-12539 Contract Term: 10/01/2020 to 03/31/2021

Background: Shelter Ministries dba Austin Street submitted a proposal for ESG Emergency Shelter funding under Request for Proposal (RFP) (BR20-00A012539). By Council Resolution No. 20-0837 approved on May 27, 2020, Shelter Ministries dba Austin Street was awarded a service agreement in the total amount of \$339,353.61. The executed contract allows for an initial first six-month period from May 27, 2020 to September 30, 2020 provides funding in the amount of \$240,036.15, and the second six-month period from October 1, 2020 to March 31, 2021 provides funding in the amount of \$99,317.46. An addendum to the RFP changed the initial contract term to 1 year, and the resolution authorized full funding for the initial 1-year term. This supplemental agreement will allow for the changes to be made to the term and the contract amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						-		
						-		
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
	1	20-0837	May 27, 2020	\$339,353.61	\$0	\$339,353.61	0%

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

Kevin Oden  
Kevin Oden, Sep 21, 2020 12:01 CDT

Sep 21, 2020

*[Signature]*  
Manuela Samblas, Sep 21, 2020 14:30 CDT

Sep 21, 2020

By Department Director

Date

Approved as to Form by City Attorney

MS

Date

Sep 21, 2020

By City Manager

Date

RECEIVED

2020 OCT 28 AM 11:31

CITY SECRETARY  
DALLAS, TEXAS

Memorandum



CITY OF DALLAS

DATE October 23, 2020  
TO City Secretary  
SUBJECT Correction on AA#: **20-6085**

The subject Administrative Action was approved on 10/04/2020:

Urban Land Institute

Subject: Virtual Advisory Services Panel Engagement – City of Dallas, Texas.

Vendor No.: ~~VC21480~~ is incorrect and needs to be corrected to 070137

Change(s) is/are needed to correct (select all applicable):

- Typo
- Obvious error from Council Resolution context
- Financial/funding information

Administrative Action vendor number should read as follows:

Urban Land Institute

Vendor No. **070137**

Department: Office of the City Manager

Director (or designee):

*Eric A. Johnson*  
Signature

10/23/20  
Date

Dr. Eric A. Johnson  
Print Name

Attachment: Administrative Action [195290]

OFS:  Approved  Denied Is ATT Approval Needed?  Y  N

OFS: *Marlisa Griffin*  
Signature

10/27/2020  
Date

Marlisa Griffin  
Print Name


ATT:  Approved  Denied

Assistant City Attorney: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

OCT 28 2020  
*[Handwritten signature]*

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6085	
	EFFECTIVE DATE	
	5/18/20	
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.

RECEIVED  
 MAY 19 11:36 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

<b>Vendor Name:</b>	Urban Land Institute	<b>Vendor No.</b>	VC21480
<b>Subject:</b>	Virtual Advisory Services Panel Engagement—City of Dallas, Texas		
<b>Lead Dept:</b>	ECO		

**Action Requested:** The Urban Land Institute (Institute or ULI) has agreed to fund a substantial portion of a panel engagement comprising a 2.5-day virtual Advisory Services Panel, for strategic advice on resilience and rebuilding following a devastating tornado in October 2019 through the Resilience Land Use Cohort (RLUC)

<b>Contract Number:</b>	CMO-2020-00014260	<b>Contract Term:</b>	7/28/20	<b>to</b>	8/30/20
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**Background:** ULI is a 501(c) (3) nonprofit research and education organization supported by its members. Founded in 1936, the organization has more than 40,000 members worldwide, representing the entire spectrum of land use and real estate development disciplines working in private enterprise and public service. A multidisciplinary real estate forum, ULI facilitates an open exchange of ideas, information, and experience among industry leaders and policy makers dedicated to creating better places. ULI programs offer a place where leaders come to grow professionally and personally through sharing, mentoring, and problem solving.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>	001		1164	EC02	3072		CMO-2020-00014260	\$10,000
							-	
							-	
	<b>Financing:</b>		91812				<b>TOTAL:</b>	\$10,000

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

  
 Courtney Poppe (Aug 3, 2020 11:38 CDT)

  
 Barbara Martinez (Aug 6, 2020 1:05 CDT)

8/4/20

By Department Director

Date


Approved as to Form by City Attorney

Date

Eric A. Johnson <sup>5/18/20</sup>

By City Manager

Date

 <b>CITY OF DALLAS</b>	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.	20-6086
		EFFECTIVE DATE
		Aug 27, 2020

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): Beautification Agreement	

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

RECEIVED  
 2020 OCT 19 PM 3:31  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>Vendor Name:</b>	Friends of Exall Park	<b>Vendor No.:</b>	
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<b>Subject:</b>	Beautification Agreement
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<b>Lead Dept:</b>	Park and Recreation
-------------------	---------------------




<b>Action Requested:</b>	Authorize a Beautification Agreement with The Friends of Exall Park, a 501 c3 Non-Profit organization, to fund amenities and service enhancements through various fundraisers to be held at the park and to perform services by picking up litter and debris and maintaining the ornamental beds at Exall Park, all in coordination with the Park and Recreation Department. Contact: Jeremy McMahon (214) 671-0264 <div style="text-align: right; margin-top: 10px;">9/19/2020</div>		
<b>Contract Number:</b>	PKR-2020-00013791	<b>Contract Term:</b>	NTP - 12 to 9/18/21

**Background:** The Friends of Exall Park is a volunteer organization formed to support, maintain and beautify the park. This organization has made great strides with the city for the last 15+ years on enhancements to the trail and wishes to continue to do so.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
	<i>emb</i>	N/A	PKR	N/A	N/A	N/A	N/A	NA PKR-2020-00013791
<b>Funding:</b>								
<b>Financing:</b>							<b>TOTAL:</b>	\$0.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 By Department Director	Aug 27, 2020 Date	 Approved as to Form by City Attorney	Oct 16, 2020 Date
	 By City Manager	Aug 27, 2020 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

## 20-6087

EFFECTIVE DATE

Aug 18, 2020

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): Beautification Agreement  
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  
2020 OCT 19 PM 3:31

RECEIVED

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: Friends of Tietze Park Vendor No. \_\_\_\_\_

Subject: Beautification Agreement

Lead Dept: Park and Recreation

Action Requested: Authorize a Beautification Agreement with The Friends of Tietze Park, a 501 c3 Non-Profit organization, to fund amenities and service enhancements through various fundraisers to be held at the park and to perform services by picking up litter and debris and maintaining the ornamental beds at Tietze Park, all in coordination with the Park and Recreation Department.  
Contact: Jeremy McMahon (214) 671-0264

Contract Number: PKR-2020-00013762 Contract Term: 9/19/2020 NTP LC to 9/18/2021

Background: The Friends of Tietze Park is a volunteer organization formed to support, maintain and beautify the park. This organization has made great strides with the city for the last 15+ years on enhancements to the trail and wishes to continue to do so.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
						NA	PKR-2020-00013762	\$0.00
Financing:							<b>TOTAL:</b>	\$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.

*John J. ...*  
By Department Director

Aug 18, 2020  
Date

*Consuelo R Tankersley*  
Approved as to Form by City Attorney

Oct 16, 2020  
Date

*[Signature]*  
By City Manager

Aug 18, 2020  
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

## 20-6088

EFFECTIVE DATE

Sep 25, 2020

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  
2020 OCT 19 PM 4:13

RECEIVED

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 Stewpot Vendor No. VS0000048892

Subject: OHS Food Services for Homeless Guest at Kay Bailey Hutchinson Convention Center

Lead Dept: Office of Homeless Solutions

Action Requested: Request Approval of \$49,900 to pay vendor for food services delivered to Kay Bailey Hutchinson Convention Center for homeless guests due to Covid19.

Contract Number:	OHS-2020-00014573	Contract Term:	03/23/2020	to	08/31/2020
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Background: Due to COVID-19 the Office of Homeless Solutions provided emergency shelter to those experiencing Homelessness. Guests were transitioned to Kay Bailey Hutchinson Convention Center as the shelters had to reduce capacity due to social distancing guidelines. Due to the emergency nature of the operation, OHS had to quickly secure meals for over up to 200 guests. The StewPot provided lunch from March 23 thru August 31, 2020.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
ECV2	MGT	911F		2232		-	\$49,900.00
						-	
						-	
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.

Kevin Oden  
Kevin Oden (Sep 22, 2020 15:54 CDT)

Sep 22, 2020

MRS

Oct 7, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

[Signature]

Sep 25, 2020

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

20-6089

EFFECTIVE DATE

09/04/2020

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  
 OCT 20 AM 9:23  
 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: Dallas Pets Alive Vendor No. VC19303

Subject: MOU with Dallas Pets Alive

Lead Dept: Dallas Animal Services

Action Requested: Authorization of the renewal of the MOU between the City of Dallas and Dallas Pets Alive. This Agreement is a formal agreement to define parameters and areas of responsibilities, to establish a spirit of cooperation to enhance services that both Parties provide to the residents residing in the City of Dallas. The Agreement will substantially increase the effectiveness of both Parties' efforts resulting in better care and services for the animals in DAS' care in the City of Dallas for the resource center project.

Contract Number: DAS-2018-00007816 Contract Term: 11/2/2020 to 11/2/2022

Background: As an open admission shelter, Dallas Animal Services (DAS) has the third largest dog and cat intake in the country. The DAS shelter facility was not built to serve the volume of animals we receive, so the shelter often reaches or exceeds capacity. At these times, DAS relies on rescue partners to transfer animals into their care from our full facility to avoid euthanizing animals for space.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing: No Cost Consideration						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	%

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

*Ed Jamison*  
By Department Director  
September 4, 2020  
*[Signature]*  
By City Manager

*Ashley Stockton*  
Approved as to Form by City Attorney  
Oct 20, 2020  
Date  
09/04/2020  
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

20-6090

EFFECTIVE DATE

Oct 16, 2020

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  
 OCT 20 AM 9:42  
 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: EmergiData, Inc. Vendor No. VS0000057565

Subject: Supplemental Agreement # 8

Lead Dept: Dallas Fire-Rescue

Action Requested: Authorize a Supplemental Agreement No. 8 between the City of Dallas and Emergidata, Inc. for the ongoing storage of medical records generated by the City's electronic patient care reporting system (ePCR) under the prior contract for an amount of \$18,000.

Contract Number: DFD-2020-00014552 Contract Term: 9/1/2020 to 8/31/2021

Background: Emergidata, Inc. is the former vendor that provided Ambulance's ePCR service to track and submit patient information for billing and collection. After subsequent vendor was awarded the contract to provide the ePCR services, Emergidata has continued to store the old ePCR data under the annual supplemental agreement. Access to this information is needed to provide medical information when requested by patients, attorney's and next-of-kin, when applicable. Discussion is underway with Emergidata concerning the transfer of the data to the City's current ePCR vendor, ImageTrend system, for a centralized data storage. Emergidata has agreed to a partial quarterly payment (\$4,500) of the invoice until the data is appropriately transferred as officially requested by DFR to the Emergidata. The City will only pay for the quarters that the data is still residing in Emergidata's system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DFD	ER90	DF02	3070		CX- DFD-2020-00014552	\$18,000.00	
						-		
						-		
Financing:							TOTAL:	\$18,000.00

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
							%

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

By Department Director

Oct 16, 2020  
Date

Approved as to Form by City Attorney

Oct 20, 2020  
Date

By City Manager

Oct 16, 2020  
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

**20-6091**

EFFECTIVE DATE

Sep 21, 2020 MO

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  
 OCT 20 AM 10:08  
 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: Bridge Steps Vendor No. VC000067075

Subject: Supplemental Agreement No. 1 to the Emergency Solutions Grant Contract

Lead Dept: Office of Homeless Solutions

Action Requested: Authorize Supplemental Agreement No. 1 to the service agreement with Bridge Steps for emergency shelter services to correct the contract amount and the term, to align with the Request for Proposals and Council Resolution No. 20-0837.

Contract Number: OHS-2020-000-14237 Contract Term: 10/01/2020 to 03/31/2021

Background: Bridge Steps submitted a proposal for ESG Emergency Shelter funding under Request for Proposal (RFP) (BR20-00A012539). By Council Resolution No. 20-0837 approved on May 27, 2020, Bridge Steps was awarded a service agreement in the total amount of \$340,779.47. The executed contract allows for an initial first six-month period from May 27, 2020 to September 30, 2020 provides funding in the amount of \$241,044.68, and the second six-month period from October 1, 2020 to March 31, 2021 provides funding in the amount of \$99,734.79. An addendum to the RFP changed the initial contract term to 1 year, and the resolution authorized full funding for the initial 1-year term. This supplemental agreement with allow for the changes to be made to the term and the contract amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
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
	1	20-0837	May 27, 2020	\$340,779.47	\$0	\$340,779.47	0%

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

*Kevin Oden*

Sep 21, 2020

*[Signature]*

Oct 20, 2020

By Department Director

Date

Approved as to Form by City Attorney

MS

Date

*[Signature]*

Sep 21, 2020

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

20-6092

EFFECTIVE DATE

Sep 22, 2020 MO

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  
 OCT 20 AM 10:18  
 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: Family Place Vendor No. VC0000243202

Subject: Supplemental Agreement No. 1 to the Emergency Solutions Grant Contract

Lead Dept: Office of Homeless Solutions

Action Requested: Authorize Supplemental Agreement No. 1 to the service agreement with Family Place for emergency shelter services to correct the contract amount and the term, to align with the Request for Proposals and Council Resolution No. 20-0837.

Contract Number: OHS-2020-000-14238 Contract Term: 10/01/2020 to 03/31/2021

Background: Family Place submitted a proposal for ESG Emergency Shelter funding under Request for Proposal (RFP) (BR20-00A012539). By Council Resolution No. 20-0837 approved on May 27, 2020, Family Place was awarded a service agreement in the total amount of \$128,327.00. The executed contract allows for an initial first six-month period from May 27, 2020 to September 30, 2020 provides funding in the amount of \$90,573.00 and the second six-month period from October 1, 2020 to March 31, 2021 provides funding in the amount of \$37,754.00. An addendum to the RFP changed the initial contract term to 1 year, and the resolution authorized full funding for the initial 1-year term. This supplemental agreement with allow for the changes to be made to the term and the contract amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
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
	1	20-0837	May 27, 2020	\$128,327.00	\$0	128,327.00	0%

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

Kevin Oden

Sep 21, 2020

*[Signature]*

Sep 22, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

*[Signature]*

Sep 22, 2020

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

20-6093

EFFECTIVE DATE

Oct 15, 2020

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  
 OCT 20 AM 10:45  
 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: GTS Technology Solutions, Inc. Vendor No. 263234

Subject: Trade-in Options for obsolete desktops, laptops, and related accessories

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No. 1 to authorize provide a trade-in option (TIO) for obsolete legacy desktops, laptops and other related accessories.

Contract Number:	DSV-2018-00007929	Contract Term:	10/1/2020	To	3/31/2021
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Background: This amendment will allow GTS to provide the City a cash refund for obsolete desktops, laptops, and other related accessories that will be no less than the fair market value (FMV) of the property received by GTS in compliance with Dallas City Code Sec. SEC. 2-37.4 (h).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1622		3070		NA	\$0.00
						-	
						-	
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	18-1511	10/24/2018	\$17,188,983.20	\$0.00	\$0.00	0%

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

Maria Zepeda  
 10/15/2020  
 By Department Director Date

Don Knight  
 10/20/2020  
 Approved as to Form by City Attorney Date

[Signature]  
 10/15/2020  
 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

**20-6094**

EFFECTIVE DATE

Oct 9, 2020

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  
 OCT 13 PM 3:37  
 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: **Allcia Yvette Holmes** Vendor No. **505598**

Subject: **Professional Services**

Lead Dept: **Office of Arts and Culture**

**Action Requested:** Consultant shall present workshops as directed by the Office of Arts and Culture that will introduce and address culture through dance, folkloric arts, and storytelling. The workshops will explore adolescence in the bushes of Ghana, the Dagara tribes of Bukina Faso, the scared traditions of bat mitzvahs and quinceañeras, and Native American traditions. Students shall learn dance, bead making, how to create various crafts and other coming-of-age rituals for young women from around the world. Consultant shall also present Conversational Quilts which is a storytelling and movement workshop designed for Seniors. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025269)	<b>Contract Term:</b>	10/17/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$22,500.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$22,500.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$22,500.00

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.

*Jennifer Scripps*  
 Jennifer Scripps (Oct 9, 2020 17:19 CDT)  
 By Department Director

Oct 9, 2020  
 Date

*Tashana L. Byrd*  
 Approved as to Form by City Attorney  
 Date

*Joey Zapata*  
 Joey Zapata (Oct 9, 2020 17:23 CDT)  
 By City Manager

Oct 9, 2020  
 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

**20-6095**

EFFECTIVE DATE

10/1/2020

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.

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 OCT 20 12:48 PM  
 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: General Services Administration – Office of Evaluation Sciences Vendor No.

Subject: Data Sharing Agreement

Lead Dept: MGT/Office of Equity and Inclusion – Resilience Division

Action Requested: Authorize the City of Dallas to enter into a Data Sharing Agreement to evaluate the impact of the City of Dallas Small Business Continuity Fund.

Contract Number: MGT-2020-00014779 Contract Term: October 1, 2020 to April 30, 2021

Background: The Data Sharing Agreement is part of an ongoing collaboration wherein the Parties seek to evaluate the impact of the City of Dallas Small Business Continuity Fund. By sharing data with OES on who was and was not awarded grant and loan funding through three lotteries conducted by the City of Dallas in May 2020, the Parties hope to measure the effect of funding receipt on business survival and vitality. In addition, the Parties seek to conduct a descriptive analysis of considerations of equity in the design and implementation of these programs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	1769				-	\$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 Supp'l Agreement Percentage
							%

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


Department Director Oct 20, 2020  
 Date

Approved as to Form by City Attorney Oct 20, 2020  
 Date

M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion

Oct 20, 2020 10/20/2020

By City Manager Date  
 M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion

 <b>CITY OF DALLAS</b>	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.	20-6096
		EFFECTIVE DATE
		6/17/2020

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  
 JUN 17 2020 PM 2:52  
 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: Bank of America Merchant Services (BAMS) Vendor No. VS88378

Subject: BAMS Amendment – Clover Go

Lead Dept: City Controller's Office

Action Requested: To approve Supplemental Agreement No. 5 to BAMS contract, authorizing the use of and implementing Clover Go Service and Reader.

Contract Number: CCO-2019-00011329 Contract Term: 11/01/2015 to 10/31/2020

Background: The City's Merchant Services contract with Bank of America (BAMS) was authorized on October 25, 2015, by resolution 15-2006. Currently, the contract requires a Supplemental Agreement to authorize the use of the Clover Go Service and Reader. The Clover Go reader from BAMS is necessary to utilize the Clover Go App service in City operations, allowing for mobile payment functionality for purposes of acceptance of card transactions (mobile pay, etc.). The estimated cost to the City for this amendment is \$10,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	0001	BMS	1991		3070		-	10,000.00
							-	
							-	
	Financing: No cost consideration						<b>TOTAL:</b>	

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
	5					\$ 10,000.00	%

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

 6/15/20 Robert D. Sims 6/15/20  
 By Department Director Date Approved as to Form by City Attorney Date

 6/17/20  
 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

20-6097

EFFECTIVE DATE

Aug 25, 2020

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  
 OCT 21 AM 9:09  
 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: AECOM Technical Services, Inc. Vendor No. VC0000011194

Subject: DPD Patrol Station Security Enhancements, Land Acquisition, and Parking Lot Expansion

Lead Dept: Office of Bond Program

Action Requested: Authorize an extension to the professional services contract term with AECOM Technical Services, Inc. for the Northeast Patrol Station for an additional one (1) year. This action results in no additional cost consideration to the City of Dallas.

Contract Number: BON-2020-00013256 Contract Term: 5/15/2020 to 8/31/2021

Background: On May 22, 2020, an Administrative Action authorized a professional contract with AECOM Technical Services, Inc. to provide survey services, preliminary engineering services, and project management services for the acquisition of land for the new parking lot expansion at Northeast Patrol Station, located at 9915 E. Northwest Hwy, with Administrative Action No. 20-5744. Due to the park land acquisition process, additional time is needed. This action will authorize the extension of the contract terms of the original contract with AECOM Technical Services, Inc.

Funding:	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
	1	20-5744	7/8/20	\$49,950.00	0	\$ 49,950.00	0%

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

Adriana Castaneda (Aug 24, 2020 17:14 CDT)  
By Department Director

Aug 24, 2020  
Date

Obeng Opoku-Acheampong (Oct 21, 2020 08:54 CDT)  
Approved as to Form by City Attorney

Oct 21, 2020  
Date

Aug 25, 2020  
Date  
By City Manager









CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-06 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

## 20-6099

EFFECTIVE DATE

Oct 9, 2020

**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%.)
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  - 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  
OCT 22 PM 1:56

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: Public Sector Search & Consulting, Inc. Vendor No. VC22336

Subject: Executive Search Firm for Chief of Police

Lead Dept: DPD

Action Requested: Authorize a ninety - day consultant contract in the amount of \$49,300.00 with Public Sector Search & Consulting, Inc., which may be extended at the City's option.

Contract Number:	DPD-2020-00014653	Contract Term:	October 2020	to	December 2020
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Background: This is a consultant contract for an executive search firm to find potential candidates for the position of the Chief of Police.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						- DPD-2020-00014653	\$49,300.00	
						-		
						-		
Financing:							TOTAL:	\$49,300.00

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


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

Chhunny Chhean  
City Manager (Oct 9, 2020 1:52 CDT)  
By Department Director Oct 9, 2020 Date

Don Knight  
City Attorney (Oct 22, 2020 11:27 CDT)  
Approved as to Form by City Attorney Oct 22, 2020 Date

Ky  
By City Manager Oct 9, 2020 Date

Tom Fortune  
City Manager (Oct 9, 2020 1:52 CDT)  
By City Manager Oct 9, 2020 Date

 CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6100	
	EFFECTIVE DATE	
	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:

<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):	

NOTE: Minor services and/or repairs not exceeding \$3,000 and which do not require a contract should be processed by requisition.

RECEIVED  
 OCT 23 AM 8:15  
 CITY SECRETARY  
 DALLAS, TEXAS

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

Vendor Name: Microsoft	Vendor No.
------------------------	------------

Subject: Digital Alliance Partnership

Lead Dept: Office of Innovation / CMO

Action Requested: Authorize the City to enter into a strategic public-private partnership with Microsoft.

Contract Number:	CMO-2020-00014690	Contract Term:	09/30/2020	to	09/30/2022
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Background: Microsoft creates city partnerships to bring its resources to bear on local challenges. The City is looking to collaboratively address high priority city initiatives including workforce development, autonomous vehicles, food technology, and advanced manufacturing.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	MGT	1851				MASC CMO-2020-00014690	\$0.00
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	<b>\$0.00</b>

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

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

*Laila Alagunesh* \_\_\_\_\_  
 By Department Director Date

*Don Knight* \_\_\_\_\_  
 Approved as to Form by City Attorney Date

*[Signature]* \_\_\_\_\_  
 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

**20-6101**

EFFECTIVE DATE

Oct 22, 2020

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  
 OCT 26 AM 10:22  
 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: **Anita N Martinez Ballet Folklorico Inc** Vendor No. 269236

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present dance performances and workshops as directed by the Office of Arts and Culture. Performances will demonstrate the unique music, costumes and history of each region of Mexico and Latin America. Consultant shall also provide educational workshops with curriculum based on Hispanic/Latino folk tales. Participants are introduced to the folk stories from respective states from Mexico or Latin America and taught techniques for adapting these stories into dance/theater. Performances and workshops are available to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025270)	<b>Contract Term:</b>	10/28/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$10,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$10,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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.

**Oct 22, 2020**  
By Department Director Date

**Oct 23, 2020**  
Approved as to Form by City Attorney Date

**Oct 22, 2020**  
By City Manager Date



 <b>CITY OF DALLAS</b>	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.	20-6102
		EFFECTIVE DATE
		Oct 22, 2020

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

RECEIVED  
 OCT 26 AM 10:22  
 CITY SECRETARY  
 DALLAS, TEXAS




Vendor Name:	HERBIE JOHNSON	Vendor No.	513407
Subject:	Professional Services		
Lead Dept:	Office of Arts and Culture		
Action Requested:	Consultant shall present music performances with blues and a strong beat, sophisticated lyrical jazz, as well as contemporary styles, as directed by the Office of Arts and Culture. Consultant may also present a brief history of Jazz beginning with African beats, Delta Blues, advanced concepts of melody and harmony, Swing, the development of Be-Bop and Modern Jazz. All areas are accompanied by the specific style of music being discussed. Performances are suitable for all ages and can be done virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.		
	Contract Number:	OCA-2020-00014342 (CR-00025280)	Contract Term: 10/29/2020 to 9/30/2021

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$15,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$15,000.00
							-	
							-	
	<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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 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	Oct 22, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 23, 2020 _____ Date
	 _____ By City Manager	Oct 22, 2020 _____ 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**  
**20-6103**  
**EFFECTIVE DATE**  
Oct 20, 2020

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.

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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: **LEIDY SORANY GUTIERREZ** Vendor No. VC22287

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present workshops, as directed by the Office of Arts and Culture, entitled "Scenophonia". Participants will be involved in learning dramatic narrations, defining stories, and collective creation among other subjects. Workshops can be held virtually and in a bilingual (English/Spanish) format. Workshops are available for seniors, adults, and children ages 6 and above. All services are subject to the approval of the City of Dallas Office of Arts and Culture.

Contract Number:	OCA-2020-00014342 (CR-00025355)	Contract Term:	10/26/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b>						General Fund	<b>TOTAL:</b> \$4,000.00

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	%

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

*[Signature]*  
By Department Director

Oct 20, 2020  
Date

*Christen Sutton*  
Approved as to Form by City Attorney

Oct 21, 2020  
Date

*[Signature]*  
By City Manager

Oct 20, 2020  
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

## 20-6104

EFFECTIVE DATE

Oct 13, 2020

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.

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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:	RENEE MICHE'AL JONES	Vendor No.	513892
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Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present workshops as directed by the Office of Cultural Affairs entitled Roots for Youth African Children's Theater Workshops. Participants will have the opportunity to explore literature, language arts, and customs of varying nations of the continent. Workshops entail re-enactments of pay scripts and learning related songs and movements. Consultant shall also provide workshops in the exploration of traditional techniques of African textiles, educating participants on the history and techniques of Adinkra stamping and design elements such as color, lines, rhythm patterns, etc. allowing them to use creativity to produce their own fabric. This instruction can be presented to adults and children of ages 6 and above. 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-2020-00014342 (CR-00025291)	Contract Term:	10/20/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$11,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$11,000.00
							-	
							-	
<b>Financing:</b> General Fund							<b>TOTAL:</b>	\$11,000.00

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 Date  
Oct 13, 2020

\_\_\_\_\_  
 Approved as to Form by City Attorney Date  
Oct 15, 2020

\_\_\_\_\_  
 By City Manager Date  
Oct 13, 2020



# 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**  
**20-6105**  
**EFFECTIVE DATE**  
Oct 20, 2020

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.

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- 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: **SELESTINO BARRON** Vendor No. **VS0000027073**

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present workshops, as directed by the Office of Arts and Culture, entitled "Papel Picado". These workshops involve using paper to create traditional Mexican Folk Art. Participants will learn how to produce various designs that include abstract pieces, pop-up cards, banners, etc. Classes can be taught virtually, and they will be available to participants of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025294)	Contract Term:	10/26/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT	
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$5,000.00	
Financing: General Fund							<b>TOTAL:</b>	<b>\$5,000.00</b>

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      Oct 20, 2020      Date

*[Signature]*  
Approved as to Form by City Attorney      Oct 20, 2020      Date

*[Signature]*  
By City Manager      Oct 20, 2020      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

20-6106

EFFECTIVE DATE

Oct 20, 2020

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.

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 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 FLAME FOUNDATION** Vendor No. VS0000043189

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present performances and workshops directed by the Office of Arts and Culture that use different choreography, techniques and forms of flamenco and Spanish dance, ranging from traditional to contemporary styles. Performances and workshops are accessible, celebratory, unifying, multicultural art experiences that allows anyone from any age, gender, ethnicity, or physical capacity to express emotions like clapping and shouting jaleos. Services can be presented to adults and children of all ages, and they can be provided virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025299)	Contract Term:	10/27/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$10,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$10,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$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 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

Oct 20, 2020  
Date


Approved as to Form by City Attorney

Oct 21, 2020  
Date

By City Manager

Oct 20, 2020  
Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6107	EFFECTIVE DATE
	Sep 3, 2020	
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.*

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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: **Library Interiors of Texas, LLC.** Vendor No. **VS0000025509**

Subject: **Furniture for Forest Green Branch Library**

Lead Dept: **Office of Bond Program**

Action Requested: **Authorize an increase to the service contract with Library Interiors of Texas, LLC., for additional furniture, fixtures, and equipment for the new Forest Green Branch Library, located at 9619 Greenville Ave., in an amount not to exceed \$24,816.01, increasing the contract from \$333,410.24 to \$358,226.25, including a 91-day extension to the contract term.**

Contract Number:	BON-2020-00012787	Contract Term:	4/22/2020	to	6/30/2021
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Background: **On June 10, 2020, City Council authorized a cooperative purchasing agreement for furniture, fixtures, and equipment (FF&E) for the replacement Forest Green branch library by Resolution No. 20-0916. There is a need to purchase additional FF&E for the library. This action will authorize the purchase of additional furniture, fixtures, and equipment needed for the replacement Forest Green Branch Library through the BuyBoard Cooperative Agreement.**

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
Funding:	1V42	BSD	VE01	LIBF	4710	EB17VE01	- BON-2020-00012787	\$24, 816.01
							-	
							-	
<b>Financing:</b>		<b>2017 General Obligation Bonds</b>					<b>TOTAL:</b>	<b>\$24, 816.01</b>


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	20-0916	6/10/2020	\$333,410.24	\$0.00	\$ 358,226.25	7.44%

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

  
 \_\_\_\_\_  
 By Department Director Date  
Sep 3, 2020

  
 \_\_\_\_\_  
 Approved as to Form by City Attorney Date  
Oct 26, 2020

\_\_\_\_\_  
 By City Manager Date  
Sep 3, 2020

 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6108	
	EFFECTIVE DATE	
	Oct 22, 2020	
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:**

<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 checked="" 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 type="checkbox"/>	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.

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 DALLAS, TEXAS

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

<b>Vendor Name:</b>	PetSmart Charities Inc.	<b>Vendor No.</b>	VC0000011519
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**Subject:** Extension of PetSmart Charities Grant for the purchase of a vehicle

**Lead Dept:** Dallas Animal Services

**Action Requested:** Extend the PetSmart Charities Adoption Vehicle Grant.





<b>Contract Number:</b>	DAS-2019-00011723	<b>Contract Term:</b>	12/31/2019	<b>to</b>	6/31/2021
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**Background:** The PetSmart Charities Adoption Vehicle Grant is being extended in order to ensure that the procurement process can be completed within the grant period. The procurement process experienced COVID-19 related delays.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	
							-	
							-	
<b>Financing:</b>							<b>TOTAL:</b>	0.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

 _____ By Department Director	Oct 22, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 26, 2020 _____ Date
	 _____ By City Manager	Oct 22, 2020 _____ Date	 _____ AS



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

## 20-6109

EFFECTIVE DATE

Sep 8, 2020

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.

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 SEP 26 PM 2:51

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: USI Insurance Services, LLC Vendor No. VS0000022746

Subject: Risk Management Consulting Services

Lead Dept: ORM

Action Requested: Authorize the second of two one-year renewal options for risk management consulting services, extending the contract term from January 8, 2021 to January 7, 2022 with the addition of \$68,400.00, increasing the contract amount to \$356,400.00 from \$288,000.00.

Contract Number:	POM-2016-00001172	Contract Term:	1/8/2021	to	1/7/2022
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Background: On September 14, 2016, City Council authorized a three-year contract with two one-year renewal options, for risk management consulting services from January 8, 2017 through January 7, 2020 with Wells Fargo Insurance Services, USA, Inc. (BKZ1610) by Resolution No. 16-1429.

Prior Actions:  
 CR No. 17-1530, SA No. 1, Section 5, Payment for Services and Insurance Purchase, Subsection C deleted and replaced  
 CR 18-1269, SA No. 2, Section 5, Payment for Services and Insurance Purchase, Subsection C deleted and replaced  
 AA No. 18-5308, acquisition: Wells Fargo Insurance Services USA, Inc. - USI Insurance Services National, Inc.  
 CR No. 19-1520, SA No. 3, merger: USI Insurance Services National, Inc. - USI Insurance Services, LLC

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
						- POM-2016-00001172	\$68,400.00	
						-		
						-		
Financing:							TOTAL:	\$68,400.00

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
	4	16-1429	1/8/2017	\$72,000.00	\$216,000.00	\$356,400.00	23.75%

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

*Chummy Chohan*  
City Secretary (S.C.E., 2000.10.16)

*Ky*  
By Department Director  
Sep 5, 2020

Sep 8, 2020  
Date  
*[Signature]*  
By City Manager

*Willow Sanchez*  
Approved as to Form by City Attorney  
Date  
Sep 8, 2020

Oct 23, 2020  
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

## 20-6110

EFFECTIVE DATE

9/2/2020

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.

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 OCT 26 PM 3:27  
 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:	<b>HENNEBERGER CONSTRUCTION, INC.</b>	Vendor No.	<b>331939</b>
Subject:	<b>TURTLE CREEK PARK - NEW PARK SIGNAGE</b>		
Lead Dept:	Park and Recreation Department		

**Action Requested:** Authorize a contract award with **HENNEBERGER CONSTRUCTION INC.**, in the amount of **\$16,087.95**; to furnish materials and labor to execute the project scope of work.

Contract Number:	<b>PKR-2020-00014369</b>	Contract Term:	75 calendar days	to	N/A
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**Background:** This existing sign wall is located on the northeast park corner, adjacent to the street intersection of Lemmon Ave. and Turtle Creek Blvd. in Dallas, TX. The project's aim is to replace the existing cast stone signs with new cast stone signs of similar character and appearance, except with new park titles. The turn key work will involve some selective demolition and replacement of some of the existing masonry components to install the new signage pieces. The work scope will also involve some miscellaneous repairs to the existing clay brick masonry along with cleaning of the existing cast stone components and painting of the face brick as well.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
4T00	PKR	T249	RFSI	4599	PK06T249	CX- PKR-2020-00014369	<b>\$16,087.95</b>
Financing: 2006 Bond Funds							<b>TOTAL: \$16,087.95</b>

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
				<b>\$16,087.95</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>

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

 By Department Director	Sep 2, 2020 Date	 Approved as to Form by City Attorney	Oct 21, 2020 Date
	 By City Manager	Sep 2, 2020 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

## 20-6111

EFFECTIVE DATE

Oct 21, 2020

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.

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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 Pets Alive; Spay Neuter Network Vendor No. VC19303; VS0000026296

Subject: MOU with Dallas Pets Alive and Spay Neuter Network

Lead Dept: Dallas Animal Services

Action Requested: Authorization of the MOU between the City of Dallas, Spay Neuter Network (SNN) and Dallas Pets Alive (DPA). This Agreement is a formal agreement to define parameters and areas of responsibilities, to establish a spirit of cooperation to enhance services that both Parties provide to the residents residing in the City of Dallas. The Agreement will substantially increase the effectiveness of all Parties' efforts resulting in better care and services for the animals in DAS' care in the City of Dallas for the resource center project.

Contract Number: DAS-2018-00007816 Contract Term: 11/2/2020 to 11/2/2022

Background: As an open admission shelter, Dallas Animal Services (DAS) has the third largest dog and cat intake in the country. The DAS shelter facility was not built to serve the volume of animals we receive, so the shelter often reaches or exceeds capacity. DAS is working with SNN and DPA to offer resources to pet owners who are struggling to keep their pets to prevent owners from having to surrender them to DAS.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing: No Cost Consideration						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 Oct 21, 2020

Approved as to Form by City Attorney Date Oct 21, 2020

By City Manager Date Oct 21, 2020



# 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**  
**20-6112**  
**EFFECTIVE DATE**  
Oct 24, 2020

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.

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 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: Deloitte Consulting, LLP Vendor No. 516612

Subject: Additional Storage Area Network (SAN) Services

Lead Dept: Information and Technology Services

Action Requested: Authorize Supplemental Agreement No.30 for fees associated with additional Storage Area Network (SAN) services. This action allows \$466,701.20 of unallocated funds in the contract to be allocated to the scope of services leaving a balance of \$4,500,356.13.

Contract Number:	DSV-2016-00000418	Contract Term:	N/A	to	
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Background: This amendment will true-up fees associated with additional Storage Area Network (SAN) storage consumption and services for the City's SAP Management systems from April 2019 through March 2020.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER		AMOUNT
						CT	DSV-2016-00000418	
0897	DSV	3719		3070		CT	DSV-2016-00000418	\$0.00
						-		
						-		
<b>Financing:</b> Data Services Fund							<b>TOTAL:</b>	\$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
	31	13-0488	3/27/2013	\$35,041,449.00	\$12,292,440.00	\$47,333,889.00	0.03%

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

William Zielinski  
 William Zielinski (Oct 20, 2020 12:20 CDT)  
 By Department Director Date  
 Oct 20, 2020

Don Knight  
 Don Knight (Oct 26, 2020 10:25 CDT)  
 Approved as to Form by City Attorney Date  
 Oct 26, 2020

[Signature]  
 By City Manager Date  
 Oct 24, 2020



# 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**  
**20-6113**  
**EFFECTIVE DATE**  
Oct 22, 2020

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.

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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: Mohawk Lifts dba Mohawk Resources LTD Vendor No. VS0000038161

Subject: Installation of a 4-Post Rack

Lead Dept: Dallas Fire-Rescue

Action Requested: Authorize purchase, installation, and training of a 4-Post Rack in the amount of \$31,303.26.

Contract Number: DFD-2020-00012291 Contract Term: 10/21/2020 to 12/30/2020

Background: Dallas Fire-Rescue requires the purchase, installation, and training of a 4-Post Rack at 5000 Dolphin Rd in DFR Maintenance Division for the lifting of Ambulance Trucks for maintenance repairs. Authorize purchase and installation of the 4-Post Rack using Texas State Contract Schedule Agreement #TXMAS-18-23V05 contract period 08/01/2018 through 07/21/2021.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	DFD	MA01	DF08	4720		-	\$31,303.26
						-	
						-	
<b>Financing:</b>						<b>TOTAL:</b>	\$31,303.26

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.**

*AK*  
 By Department Director Date  
 Oct 22, 2020

*Don Knight*  
 Approved as to Form by City Attorney Date  
 Oct 27, 2020

*Jon Fortune*  
 By City Manager Date  
 Oct 22, 2020



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6114	
	EFFECTIVE DATE	
	10/9/2020	

**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.**

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OCT 27 PM 3:52

CITY SECRETARY  
DALLAS, TEXAS

**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 checked="" 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 type="checkbox"/>	f. Other Services (explain on attachment; for ratifications the Justification Form must be attached): Professional services contract renewal/no cost consideration

*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.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Any Administrative Actions to this vendor in the last 12 months? If yes, attach copy of AAs within last 12 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Vendor Name: City Wide CDC	Vendor No.:	000026872
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Subject: Supplemental Agreement #1 to the City Wide workforce development contract

Lead Dept: Office of Economic Development

Action Requested: Authorize a supplemental agreement to amend the service partner to Educated Business Resource Corp and to provide an extension to address Covid-19 related delays.


Contract Number:	2019-00009252	Contract Term:	6/26/2019	to	12/31/2021
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**Background:** By resolution 19-1005, council authorized a two-year contract for workforce development services, with an original partner of Cedar Valley College. The original term expired June 26, 2021. The supplemental agreement will replace Cedar Valley College with Educated Business Resource Corp as the education partner and extend the deadline until December 31, 2021 to address covid-19 related delays.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
<b>Funding:</b>							-	0
							-	
							-	
	<b>Financing:</b>							<b>TOTAL:</b>

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.**

 <small>Robin Bentley (Oct 2, 2020 10:46:51 CDT)</small> <b>By Department Director</b>	<b>10.2.2020</b> <small>Date</small>	 <b>Approved as to Form by City Attorney</b>	<b>10/27/2020</b> <small>Date</small>
 <small>Eric A. Johnson (Oct 9, 2020 11:34 CDT)</small> <b>By City Manager</b>	<b>10/09/20</b> <small>Date</small>		





# 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

20-6115

EFFECTIVE DATE

09/30/2020

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 an 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.

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 OCT 27 PM 4:00  
 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: RJN Group, Inc Vendor No. 244922

Subject: Alley Reconstruction Group 17-9001

Lead Dept: Department of Public Works

Action Requested: Authorize Supplemental Agreement No. 1 to the professional services contract with RJN Group, Inc for additional services for Project Group 17-9001. Supplemental Agreement No. 1 increases the contract amount by \$49,806.50 to a new total of \$270,393.30. An extension of time until October 28, 2020 will be requested with this Supplemental Agreement.

Contract Number:	PBW-2019-00008710	Contract Term:	3/25/2019	to	10/28/2020
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Background: This action is needed for survey services and field notes for Project Group 17-9001. The additional special services are needed for survey work required to complete and prepare easement documents for the alleys between Glen Cross Drive and Drummond Drive (PB17V072), Fremont and Whitehill Street (PB17V074), Fremont Street and Wakefield Street (PB17V076 & PB17V077), and Wakefield Street and Wakefield Circle (PB17V078). Additional services are also needed for the design of storm sewer systems and accessories for the alleys between Glen Cross Drive and Drummond Drive (PB17V072) and Fremont Street and Wakefield Street (PB17V076).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
1V22	PBW	V072	AREC	4111	PB17V072	CX-PBW-2019-00008710	\$26,433.00
1V22	PBW	V074	AREC	4111	PB17V074	CX-PBW-2019-00008710	\$5,500.00
1V22	PBW	V076	AREC	4111	PB17V076	CX-PBW-2019-00008710	\$4,133.50
1V22	PBW	V077	AREC	4111	PB17V077	CX-PBW-2019-00008710	\$5,500.00
1V22	PBW	V078	AREC	4111	PB17V078	CX-PBW-2019-00008710	\$8,240.00
Financing: 2017 Bond Funds						TOTAL:	\$49,806.50

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
	1	19-0313	2/27/2019	\$220,586.80	\$0.00	\$270,393.30	22.58%

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

for 9/28/20  
 By Department Director Date

09/30/2020  
 By City Manager Date

10/08/20  
 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

**20-6116**  
EFFECTIVE DATE

6-15-2020

**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%).
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  - 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.

2020 OCT 28 AM 9:08  
 CITY SECRETARY  
 DALLAS, TEXAS

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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: Siteimprove, Inc. Vendor No. VS94383

Subject: Online Website Optimization Services

Lead Dept: Library

Action Requested: Authorize payment for online website optimization services, with a one-time fee of ~~\$2,953.98~~ and an annual fee of \$7,045.45. Total not to exceed: ~~\$9,998.75~~ **\$7,045.45**

Contract Number: LIB-2020-00013982 Contract Term: 7/1/2020 to 8/31/2021

Background: Siteimprove, Inc., a current service contract holder with the State of Texas contract number DIR-TSO-TMP-236, will assist with website quality assurance optimization of the Library's website. Siteimprove will update and maintain applicable ADA and accessibility compliance of the Library's website including: search engine optimization, and manage various links posted throughout the website. Siteimprove does not require access to City's network, nor will it need access to any City equipment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0001	LIB	5323		3099		LIB-2020-00013982	<del>\$9,998.75</del> <b>\$7,045.45</b>
Financing:							TOTAL: <del>\$9,998.75</del> <b>\$7,045.45</b>

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

8/12/2020  
Date

*[Signature]* 8/26/2020  
Approved as to Form by City Attorney Date

*[Signature]*  
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

**20-6117**

EFFECTIVE DATE

Oct 27, 2020

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.

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 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:	ALFREDO VILLANUEVA	Vendor No.	VS90328
Subject:	Professional Services		
Lead Dept:	Office of Arts and Culture		

**Action Requested:** Consultant shall present workshops as directed by the Office of Arts and Culture that shall provide visual and digital arts workshops and residencies that help to create learning experiences for participants, and raise awareness of community's needs, while creating memorable bonding and growing experiences for all participants. The consultant shall provide workshops in painting, drawing, collage, basic sculpture and clay. Workshops are suitable for all ages and can be done virtually. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025278)	Contract Term:	11/2/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$10,000.00**. 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 TYPE and NUMBER	AMOUNT	
0001	OCA	4878	CA01	3089	CAP	MASC OCA-2020-00014342	\$10,000.00	
						-		
						-		
<b>Financing:</b>		General Fund					<b>TOTAL:</b>	\$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 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	Oct 27, 2020 _____ Date	 _____ Approved as to Form by City Attorney	Oct 28, 2020 _____ Date
 _____ By City Manager	Oct 27, 2020 _____ 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

**20-6118**

EFFECTIVE DATE

Oct 26, 2020

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  
 OCT 28 PM 1:40  
 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: **TERRANCE M. JOHNSON** Vendor No. VS0000043189

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present workshops and residencies as directed by the Office of Art and Culture that shall provide dance-based programs that provide education and training to children in middle and low-income areas of Dallas. Services will include the Young Artist Training Academy Extension Program, Dance After School, and programming for adults and seniors. Consultant's programming will take dance curriculum and training to areas of the city where there are limited or no dance opportunities. Services are provided free of charge and can be made available virtually. All services are subject to the approval of the City of Dallas Office of Art and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number: OCA-2020-00014342 (CR-00025298) Contract Term: 11/2/2020 to 9/30/2021

Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$18,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$18,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$18,000.00

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

Oct 26, 2020  
Date

*Christen Sutton*  
Approved as to Form by City Attorney

Oct 28, 2020  
Date

*[Signature]*  
By City Manager

Oct 26, 2020  
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

**20-6119**

EFFECTIVE DATE

Oct 20, 2020

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  
 OCT 28 PM 1:40  
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 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: **VET** Vendor No. 500570

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present workshops, as directed by the Office of Arts and Culture, entitled "Fabric Collage". Workshops will entail step-by-step instructions with no-sew techniques in fiber arts that include designing, gluing, drawing, fabric manipulation and personal story expression. The final work will culminate in a fabric-painted narrative collage. Services can be provided virtually as well as in person. Art kits can also be provided for remote instruction. Services are available for seniors, adults, and children of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025301)	Contract Term:	10/26/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$9,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$9,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$9,000.00

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 Oct 20, 2020 Date

Approved as to Form by City Attorney Oct 20, 2020 Date

By City Manager Oct 20, 2020 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

20-6120

EFFECTIVE DATE

Oct 22, 2020

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  
 OCT 28 PM 2:38  
 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: Clinical Pathology Laboratories, Inc. Vendor No. 355858

Subject: Supplemental Agreement #2

Lead Dept: DFD

Action Requested: Authorize Supplemental Agreement #2 with Clinical Pathology Laboratories, Inc. to increase services to include secondary tests to the existing contract.

Contract Number: POM-2017-00001673 Contract Term: 4-12-20 to 4-11-21

Background: On April 12, 2017 City Council by Resolution No. 17-0569 authorized a three year service contract, with two one-year renewal options with Clinical Pathology Laboratories, Inc. (355858) for communicable disease exposure testing for Fire-Rescue personnel. This action will allow the City's communicable disease exposure testing to include secondary testing for DFR members as deemed necessary.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
Financing: General						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
	2	17-0569	4-12-2017	175,650.00	0.00	\$ 0.00	0%

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

Dominique Artis (Oct 21, 2020 15:43 CDT)  
 By Department Director

Oct 21, 2020  
 Date

Don Knight (Oct 23, 2020 17:07 CDT)  
 Approved as to Form by City Attorney

Oct 23, 2020  
 Date

Jon Fortune (Oct 22, 2020 17:08 CDT)  
 By City Manager

Oct 22, 2020  
 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

20-6121

EFFECTIVE DATE

Oct 22, 2020

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%)
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- 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  
 OCT 28 PM 2:38  
 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: Stryker Sales Corporation Vendor No. 344141

Subject: Assignment of Responsibilities

Lead Dept: DFR

Action Requested: Authorize the assignment of responsibilities related to POM-2018-00008060 – Physio Control Defibrillators from Physio-Control, Inc. (038759) to Stryker Sales Corporation (344141). This action will allow for the continuation of the existing contract under the same terms and conditions.

Contract Number:	POM-2018-00008060	Contract Term:	3-20-19	to	3-20-2021
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Background: This contract provides defibrillator purchases, inspection, and preventative maintenance for Dallas Fire-Rescue department for a specific term, which are ordered on an as needed basis. Currently, the City has approximately 100 defibrillators in service which will require annual preventative maintenance and repairs. This assignment of responsibilities allows for the replacement purchases and continuation of the existing service contract.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						-	
						-	
						-	
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
	1	19-0268	2-13-2019	\$2,315,454.25	0.00	\$ 0.00	0%

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

D.A.  
Dominique Artis (Oct 21, 2020 11:20 CDT)  
By Department Director

Oct 21, 2020  
Date

Don Knight  
Don Knight (Oct 27, 2020 11:34 CDT)  
Approved as to Form by City Attorney

Oct 27, 2020  
Date

Jon Fortune  
Jon Fortune (Oct 22, 2020 17:12 CDT)  
By City Manager

Oct 22, 2020  
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

20-6122

EFFECTIVE DATE

October 13, 2020

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  
 OCT 28 PM 5:07  
 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: Worxtime Vendor No. VC0000057403

Subject: Justification Ratification

Lead Dept: Human Resources

Action Requested: Authorize ratification of payment for services rendered.

Contract Number: PER-2020-00012531 Contract Term: to

Background: Worxtime/Equifax provided all the City's required 1095 filings and provide ACA fine assessment for approximately 20,000 active employees, retirees and terminated employees for 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0260	PER	7906		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.

Nina Arias

Sep 21, 2020

Christina Sevoukas (Oct 28, 2020 16:37 CDT)

Oct 28, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

Oct 13, 2020

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

**20-6123**

EFFECTIVE DATE

Aug 31, 2020

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  
 OCT 29 AM 10:08  
 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: Woodall Rodgers Park Foundation (Klyde Warren Park) Vendor No. VS0000083698

Subject: COVID-19 Relief Request

Lead Dept: Park and Recreation

Action Requested: Authorize the payment of \$4,400 for COVID-19 relief expenses to Woodall Rogers Park Foundation, which developed, operates and manages Klyde Warren Park, located at 2012 Woodall Rogers Freeway, Dallas, Texas 75201. These expenses are for the acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment for the safety workers in connection with the COVID-19 public health emergency.  
Contact: Melissa De La Cruz (214) 670-8533

Contract Number: PKR-2020-00014480 Contract Term: 10/01/2020 To 09/30/2021

Background: On May 23, 2007 per City Council Resolution No. 07-1535 entered into a forty (40) year agreement with Woodall Rogers Park Foundation to operate and manage Klyde Warren Park, which now estimates over 900,000 to 1.1 million visitors annually. The park hosts multiple events and activities during the year ranging from concerts to movies. Contract term is from May 23, 2007 to May 23, 2047. The Foundation may renew this Agreement for five (5) consecutive renewal terms of ten (10) years each.  
On April 22, 2020, City Council authorized the acceptance of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Coronavirus Relief Funds (CRF) to aid the COVID-19 response throughout the City. On June 17, 2020, City Council was briefed on the CRF budget which included funds to support partner organizations to enable compliance with COVID-19 public health precautions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	PKR	982F	-	3070	-	PKR-2020-00014480	\$4,400.00	
Financing:							TOTAL:	\$4,400.00

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

Aug 31, 2020  
Date

Approved as to Form by City Attorney Date

By City Manager

Aug 31, 2020  
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

20-6124

EFFECTIVE DATE

Oct 28, 2020

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%)
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  - 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  
 OCT 29 AM 10:49  
 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: Microsoft Corporation Vendor No. 266605

Subject: 30-day Extension Microsoft Premier Support

Lead Dept: Information & Technology Services

Action Requested: Authorize supplemental agreement to extend contract for Microsoft Premier Support services.

Contract Number:	DSV-2018-00005849	Contract Term:	11/1/2020	to	11/30/2020
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Background: Microsoft Premier Support services provides dedicated, enhanced technical support and on-site assistance for complex and critical problems that arise during use of Microsoft products. The City utilizes Microsoft products to conduct daily business operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0198	DSV	1622		3438		- DSV-2018-00005849	\$21,072.25
						-	
						-	
Financing: Data Services Fund						<b>TOTAL:</b>	\$21,072.25

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	18-0616	04/25/2018	\$328,987.00	\$0.00	\$350,059.25	6.4%

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

William Zielinski  
 William Zielinski (Oct 19, 2020 14:05 CDT)  
 Oct 19, 2020  
 By Department Director Date

Don Knight  
 Don Knight (Oct 29, 2020 09:52 CDT)  
 Oct 29, 2020  
 Approved as to Form by City Attorney Date

Joey Zapata  
 Joey Zapata (Oct 28, 2020 22:27 CDT)  
 Oct 28, 2020  
 By City Manager Date

DK



# 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

20-6125

EFFECTIVE DATE

Oct 28, 2020

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  
 OCT 29 PM 12:27  
 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: AT&T Corp. Vendor No. 268653

Subject: AT&T Managed Services - Supplemental Agreement No. 41

Lead Dept: Information & Technology Services

Action Requested: Authorize SA No. 41 to pay one-time onboarding fees and accept change order for new network devices installed from January 1, 2020 to March 31, 2020.

Contract Number:	DSV-2016-00000009	Contract Term:	8/10/2020	to	11/30/2020
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Background: This action identifies and documents replaced devices in the agreement and authorizes payment of a one-time fee to onboard the new devices and produce an updated network drawing. The one-time fee is \$4250.00 and it does not increase the original agreement amount.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
						- DSV-2016-00000009	\$0.00
						-	
						-	
Financing: No Cost Consideration						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
	41	18-1709	11/28/2018	\$33,081,983.75	\$0.00	\$33,081,983.75	0.00%

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

William Zielinski (Oct 20, 2020 14:46 CDT) Oct 20, 2020  
By Department Director Date

Don Knight (Oct 29, 2020 10:25 CDT) Oct 29, 2020  
Approved as to Form by City Attorney Date

Joey Zapata (Oct 28, 2020 22:26 CDT) Oct 28, 2020  
By City Manager Date

DK





# 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

20-6126

EFFECTIVE DATE

October 29, 2020

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%)
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- 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  
 OCT 29 PM 3:11  
 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: immixTechnology, Inc. Vendor No. VS0000045932

Subject: Kronos Workforce Telestaff

Lead Dept: Information & Technology Services

Action Requested: Authorize Supplemental Agreement No. 2 to the City's web-based hosting, software as a service, and maintenance contract for Kronos Workforce Telestaff to add interactive voice response (IVR) services.

Contract Number:	DSV-2019-00010382	Contract Term:	10/1/2020	to	9/26/2021
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Background: Kronos Workforce TeleStaff is used for automated scheduling of public safety personnel to allocate overtime and create schedules based on demand and employee availability. This action will provide an automated IVR platform for inbound and outbound communication to deliver voice, email, and text messages quickly and reliably to staff for more efficient workforce management.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115	NA	2735	NA	MASC DSV-2019-00010382	\$688.03	
0001	DFD	AD01	NA	3099	NA	MASC DSV-2019-00010382	\$688.02	
Financing: General Fund - Current Funds							TOTAL:	\$1,376.05

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
	2	19-1515	9/25/2019	\$998,952.65	\$83,214.00	\$1,083,542.70	8.46%

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

William Zielinski  
 William Zielinski (Sep 28, 2020 09:06 CDT)  
 By Department Director

Christina Sevoukas  
 Christina Sevoukas (Oct 29, 2020 12:07 CDT)  
 Approved as to Form by City Attorney

SR  
 SR

Joey Zapata  
 Joey Zapata (Oct 29, 2020 12:47 EDT)  
 By City Manager





# 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

20-6127

EFFECTIVE DATE

Aug 24, 2020

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  
 OCT 29 PM 3:14  
 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: Texas State Library and Archives Commission Vendor No. 265487

Subject: TexShare Database Participation Fee

Lead Dept: Library

Action Requested: Authorize payment of the TexShare Participation Fee- \$44,173.00

Contract Number:	LIB-2020-00014098	Contract Term:	9/01/2020	to	8/31/2021
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Background: The TexShare database program provides electronic database resources to 700 Texas public, academic and media libraries. These databases are research tools available 24 hours a day, via web for registered patrons of participating Texas Libraries. Topics include homework help for students, biography and genealogy, as well as literature and archival information.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	LIB	5392		3070		- LIB-2020-00014098	\$44,173.00	
						-		
						-		
<b>Financing:</b>							<b>TOTAL:</b>	\$44,173.00

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.

M. Jo Giudice  
m. Jo Giudice (Aug 22, 2020 16:50 CDT)

Ashley Stockton  
Ashley Stockton (Oct 29, 2020 14:59 CDT)

By Department Director \_\_\_\_\_ Date

Approved as to Form by City Attorney \_\_\_\_\_ Date

[Signature]  
July 29, 2020 (Aug 24, 2020 07:32 CDT)  
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

20-6128

EFFECTIVE DATE

Oct 28, 2020

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  
 2020 OCT 29 PM 1:29  
 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: INTERSECTION MEDIA LLC Vendor No. VC15625

Subject: DART ADVERTISEMENT – 911 TELECOMMUNICATOR

Lead Dept: DALLAS POLICE DEPARTMENT

Action Requested: Authorize placing advertisement on the Dallas Area Rapid Transit (DART) vehicles for recruitment efforts.

Contract Number: CX-DPD-2021-00014901 Contract Term: 11/9/2020 to 11/9/2021

Background: The requirement for additional 911 Telecommunicators personnel has led to the need for the creation of recruiting strategy tailored to recruiting 911 Telecommunicators applicants. One method for advertisement across a large geographic area involves placing advertisements on Dallas Area Rapid Transit (DART) vehicles. This maximizes the potential to reach a truly diverse local audience.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	DPD	2115		3320		- CX-DPD-2021-00014901	10,939	
						-		
						-		
Financing:							TOTAL:	10,939

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.

Renee Jall (Oct 28, 2020 09:25 CDT)  
By Department Director Date Oct 28, 2020

Jon Fortune (Oct 28, 2020 11:28 CDT)  
Approved as to Form by City Attorney Date Oct 28, 2020

Don Knight (Oct 29, 2020 11:56 CDT)  
By City Manager Date Oct 29, 2020



# 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

20-6129

EFFECTIVE DATE

Oct 20, 2020

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  
 2020 OCT 30 AM 8:47  
 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: Dallas Zoo Management, Inc. Vendor No. VC0000008212

Subject: COVID-19 Relief Request

Lead Dept: Park and Recreation

Action Requested: Authorize the payment of \$25,526.00 for COVID-19 costs to Dallas Zoo Management, Inc. These expenses are for the safety of the staff and public.  
Contact: Melissa De La Cruz (214) 670-8533

Contract Number:	PKR-2021-00014893	Contract Term:	10/1/2020	to	9/31/2021
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Background: On September 30, 2009, City Council Resolution Number 09-1968, entered into a management services agreement with Dallas Zoo Management, Inc. to operate, maintain, promote, enhance, develop and manage the Dallas Zoo and Dallas Aquarium at Fair Park. Contract term is from October 1, 2009 to September 30, 2034.

On April 22, 2020, City Council authorized the acceptance of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Coronavirus Relief Funds (CRF) to aid the COVID-19 response throughout the City. On June 17, 2020, City Council was briefed on the CRF budget which included funds to support partner organizations to enable compliance with COVID-19 public health precautions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	PKR	982F		3070		PKR-2021-00014893	\$25,526.00	
Financing:							TOTAL:	\$25,526.00

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.**

*John Jenkins*  
John Jenkins (Oct 20, 2020 14:36 CDT)  
By Department Director

Oct 20, 2020  
Date

*Christine Lannere*  
Approved as to Form by City Attorney  
Oct 21, 2020  
Date

*Joey Zapata*  
Joey Zapata (Oct 20, 2020 14:36 CDT)  
By City Manager

Oct 20, 2020  
Date

*MH*  
MH  
ORIGINAL - City Secretary



# 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

20-6130

EFFECTIVE DATE

October 23, 2020

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  
 OCT 30 AM 11:06  
 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: Corporate Cost Control Vendor No. VC00000057403

Subject: Unemployment Benefit Service

Lead Dept: Human Resources

Action Requested: Authorize a services contract with Corporate Cost Control to provide comprehensive unemployment service in strict compliance with state regulations.

Contract Number: PER-2020-00014729 Contract Term: 11/1/2020 to 10/31/2022

Background: Corporate Cost Control will render comprehensive unemployment service in strict compliance with state regulations. The benefits the City will receive by utilizing Corporate Cost Control services include conducting audits of unemployment compensation, tax reports, conduct workshops regarding all aspects of unemployment compensation and process all claims.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	PER		1432	3070		- PER-2020-00014729	\$27,000.00	
						-		
						-		
Financing:							TOTAL:	\$27,000.00

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.

Nina Arias

Oct 23, 2020

Christina Sevoukas (Oct 30, 2020 09:52 CDT)

Oct 30, 2020

By Department Director

Date

Approved as to Form by City Attorney

Date

Oct 23, 2020

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

## 20-6131

EFFECTIVE DATE

Oct 23, 2020

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  
OCT 30 PM 2:27  
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: Southern Methodist University Vendor No. VS0000035285

Subject: Logo Use Agreement Renewal

Lead Dept: Communications, Outreach & Marketing

Action Requested: Authorizing a one year renewal of a non-exclusive limited license to use the City's logo with SMU's logo to create the Combined Mark for licensed products.

Contract Number:	CMO-2020-00012441	Contract Term:	11/1/2020	to	10/31/2021
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Background: The City of Dallas and SMU entered into a non-exclusive limited use license agreement to create and use a combined mark with the City's logo and SMU's logo for the purpose of celebrating SMU's impact on the City of Dallas, through the limited manufacturing, distribution, advertisement, promotion and sale of certain licensed products. The purpose of this agreement is for providing funding for City of Dallas initiatives. This renewal term is for one year.

FUND	DEPT	UNIT	ACTV	RCRS	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
0001	CMO	1110		8200		MASC- CMO-2020-00012441	\$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 Supp'l Agreement Percentage
					\$0.00	\$ 0.00	%

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

*Catherine Cuellar*

By Department Director

Oct 22, 2020

Date

*Kimberly B. ...*

By City Manager

*Christina Sevoukas*  
Christina Sevoukas (Oct 23, 2020 09:36 CDT)

Approved as to Form by City Attorney

Oct 22, 2020

Date

Oct 23, 2020

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

20-6132

EFFECTIVE DATE

09/09/2020 Contract required

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%).
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- 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  
 OCT 30 PM 3:59  
 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: Brother Bill's Helping Hand Vendor No. VC22232  
 Subject: Community Mental Health Program  
 Lead Dept: Office of Community Care

Action Requested: To authorize a contract with Brother Bill's Helping Hand to provide mental health services through outreach, education, and counseling, through the Community Mental Health Program, from September 1, 2020 thru December 31, 2020, in an amount not to exceed \$22,000.00.

Contract Number: OCC-2020-00014438 Contract Term: 09/01/2020 to 12/31/2020

Background: Through a RFA that was posted in Bonfire on July 28, 2020, the Community Health Program sought organizations to implement two types of services (1) Access to mental health services for highly impacted, underserved populations, and communities of color and/or (2) Education and lay-person training aimed at breaking down stigma and increasing awareness of mental health issues, needs and available resources. The RFA specifically sought programs targeting the below populations:

- Individuals living in communities with high prevalence of COVID-19
- Seniors (ages 60+)
- Households with adolescents and children
- Individuals who have been impacted by job loss or are otherwise income insecure due to COVID-19
- Populations identified in the "Drivers of Poverty" report
- Populations that have been historically underserved by mental and behavioral health programming (applicant should include research documenting the needs of their identified target population)
- Individuals residing in zip codes that have been identified as having high COVID impact / being high risk

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT	
F620	MGT	958F		3070		- OCC-2020-00014438	\$22,000.00	
Financing:							TOTAL:	\$22,000.00

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.**

*Jessica Galeshaw*  
 Jessica Galeshaw (Sep 9, 2020 19:14 CDT)  
 By Department Director

Sep 9, 2020  
 Date

*Christen Sutton*  
 Approved as to Form by City Attorney  
 Oct 1, 2020  
 Date

*[Signature]*  
 By City Manager  
 Sep 9, 2020  
 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

# 20-6133

### EFFECTIVE DATE

Sep 29, 2020

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%)
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- 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  
 OCT 30 AM 10:21  
 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: **Brenda Randall** Vendor No. VC20664

Subject: Professional Services

Lead Dept: Office of Arts and Culture

**Action Requested:** Consultant shall present workshops as directed by Office of Arts and Culture that will introduce participants to the art of acting and performance poetry. Consultant will assist emerging artists from the ages of 12 to Senior Citizens to discover their poetic voice and share it with others. These acting and poetry workshops will provide a coaching and mentoring experience to elevate participants to a larger platform. All services are subject to the approval of the City of Dallas Office of Arts and Culture, in accordance with the City of Dallas Cultural Policy.

Contract Number:	OCA-2020-00014342 (CR-00025273)	Contract Term:	10/5/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC OCA-2020-00014342	\$5,000.00
						-	
						-	
<b>Financing:</b> General Fund						<b>TOTAL:</b>	\$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.

*Jennifer Scripps*  
 Jennifer Scripps (Sep 29, 2020 10:12 CDT)  
 By Department Director

Sep 29, 2020  
 Date

*Julie*  
 Approved as to Form by City Attorney  
 Date

*Joey Zapata*  
 Joey Zapata (Sep 29, 2020 10:39 CDT)  
 By City Manager

Sep 29, 2020  
 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

20-6134

EFFECTIVE DATE

Oct 26, 2020

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  
 OCT 30 AM 10:21  
 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: **MARCUS MOLDEN BEY** Vendor No. VC20511

Subject: Professional Services

Lead Dept: Office of Arts and Culture

Action Requested: Consultant shall present storytelling workshops, as directed by the Office of Arts and Culture, in which participants will learn to explore their creativity through relative crafts, songs, poetry, and re-enactments. Participants will also have the opportunity to develop short creative films involving concepts of storytelling and storyboards. Workshops will be available for children ages 2 to 18 years old. All services are subject to the approval of the City of Dallas Office of Arts and Culture.

Contract Number:	OCA-2020-00014342 (CR-00025286)	Contract Term:	11/2/2020	to	9/30/2021
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Background: Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$5,000.00
						-	
						-	
Financing: General Fund						<b>TOTAL:</b>	\$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.**

Jennifer Scripps (Oct 26, 2020 11:43 CDT)  
 By Department Director

Oct 26, 2020  
 Date


Marichelle Samples (Oct 28, 2020 16:30 CDT)  
 Approved as to Form by City Attorney

Oct 28, 2020  
 Date

Joey Zapata (Oct 26, 2020 12:21 CDT)  
 By City Manager

Oct 26, 2020  
 Date



 <b>CITY OF DALLAS</b>	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	20-6135	
	EFFECTIVE DATE	
	Oct 13, 2020	
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:

<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 checked="" 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 type="checkbox"/>	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  
 OCT 30 AM 10:21  
 CITY SECRETARY  
 DALLAS, TEXAS

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

<b>Vendor Name:</b>	PATRICK OLIVER	<b>Vendor No.</b>	VC22304
<b>Subject:</b>	Professional Services		
<b>Lead Dept:</b>	Office of Arts and Culture		

<b>Action Requested:</b>	Consultant shall present workshops as directed by the Office of Cultural Affairs. Workshops will involve literary storytelling in various sessions. Participants will learn how to tell their own stories including writing and illustrating. Consultant shall introduce participants to the writings from authors and illustrators who were recipients of major literary awards like the Newberry, Ezra Jack Keats, Coretta Scott King and more. Workshops will be presented to seniors, adults, and children ages 9 and above. 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.				
<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025376)	<b>Contract Term:</b>	10/20/2020	to	9/30/2021

**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$4,000.00**. 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 TYPE and NUMBER	AMOUNT
0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$4,000.00
						-	
						-	
<b>Financing:</b>						General Fund	
						<b>TOTAL:</b>	\$4,000.00

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.

  
 Jennifer Scripps (Oct 13, 2020 14:46 CDT)  
 By Department Director

Oct 13, 2020  
 Date

  
 Marichelle Samples (Oct 28, 2020 16:27 CDT)  
 Approved as to Form by City Attorney

Oct 28, 2020  
 Date

  
 Joey Zapata (Oct 13, 2020 14:59 CDT)  
 By City Manager

Oct 13, 2020  
 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

## 20-6136

EFFECTIVE DATE

Oct 27, 2020

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  
 OCT 30 AM 10:21  
 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

<b>Vendor Name:</b>	<b>ROBERT HOLBERT</b>	<b>Vendor No.</b>	VC20585
<b>Subject:</b>	Professional Services		
<b>Lead Dept:</b>	Office of Arts and Culture		

**Action Requested:** Consultant shall present performances, as directed by the Office of Arts and Culture, that will introduce audiences to a variety of music styles including Jazz, Blues, and Rhythm and Blues. Consultant will acquaint Dallas residents with the historical background of the specific music genre and obtain a deeper understanding and appreciation for the art of music. Services will be provided for audiences of all ages. All services are subject to the approval of the City of Dallas Office of Arts and Culture.

<b>Contract Number:</b>	OCA-2020-00014342 (CR-00025293)	<b>Contract Term:</b>	11/2/2020	to	9/30/2021
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**Background:** Consultant shall perform services, on an as needed basis, the cumulative total of which shall not exceed a fee of **\$5,000.00**. 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 TYPE and NUMBER	AMOUNT
<b>Funding:</b>	0001	OCA	4878		3089	CAP	MASC - OCA-2020-00014342	\$5,000.00
							-	
							-	
<b>Financing:</b>	General Fund						<b>TOTAL:</b>	\$5,000.00

	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
<b>Contract Amendment Information:</b>						\$ 0.00	%

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

\_\_\_\_\_  
 By Department Director

Oct 27, 2020

Date

\_\_\_\_\_  
 Approved as to Form by City Attorney

Oct 28, 2020

Date

\_\_\_\_\_  
 By City Manager

Oct 27, 2020

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

20-6157

EFFECTIVE DATE

9/4/2020 LT

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: Raymond L. Goodson Jr., Inc. dba RLG Consulting Engineers Vendor No. 090735

Subject: Fleetwood Street at Schull Street and S. Harris Court Improvements (HOEQ0021)

Lead Dept: Public Works

Action Requested: Authorize a professional services contract with Raymond L. Goodson Jr., Inc. dba RLG Consulting Engineers for preparing construction plans for the Fleetwood Street at Schull Street and S. Harris Court Improvements (HOEQ0021) in the amount of \$49,500.00.

Contract Number: PBW-2020-00014434 Contract Term: 9/28/2020 to 4/28/2021

Background: On March 25, 2020, the City Council approved an application and ordinance for a planned development district MF-1(A) Multi-family District uses along with a child-care facility and community service center to be utilized on property zoned D(A) Duplex District located at the south corner of Harris Court and Schull Street and on both sides of the terminus of Fleetwood Street. To facilitate this planned development, public infrastructure improvements will be required adjacent to the site for the followings: reconstruct Harris Court south of the Harris Court and Schull Street intersection and extend a public access roadway to connect Fleetwood Street to Schull Street. The City has been requested to take the lead role for the public infrastructure improvements and will be administering the design and construction to expedite the public improvements adjacent to the development site. RLG Consulting Engineers is currently working with the planned development and has extensive knowledge and experience of the area through their involvement. Also, RLG Consulting Engineers has completed several design projects with the City of Dallas and is very familiar with our design and construction standards. Thus, in accordance with Administrative Directive 4-5: Contracting Standards and Procedures, Section 10.5.6: Special Need/Justification for Consulting Contracts, the City has selected RLG Consulting Engineers to prepare construction plans for the public infrastructure improvements of Harris Court south of Harris Court and Schull Street intersection and both sides of the terminus of Fleetwood Street.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE TYPE and NUMBER	AMOUNT
0719	HOU	W484	SREC	4111	HOEQ0021	CX PBW-2020-00014434	\$49,500.00
Financing: Equity Revitalization Capital Fund						TOTAL:	\$49,500.00

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
					\$ 0.00	%

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

for Ali Hatafi 9/3/20 B. N. R. H 10/05/20

By Department Director Date Approved as to Form by City Attorney Date

[Signature] 9/4/2020 Date

By City Manager Date