



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180657

EFFECTIVE DATE

7/19/18 - *MS*

RECEIVED  
AUG - 3 AM 9:30  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name: Barbara Cassel Vendor No. VC18579

Subject: Home Improvement Rebate Program Department: Housing & Neighborhood Revitalization

Action Requested: Execute Administrative Action for payment for home improvement rebate at 628 Bizerte Avenue, Dallas, TX 75224 pursuant to Home Improvement Rebate Program (HIRP).

Contract Number: HOU-2018-00006292 Contract Term: 4/24/2018 To 4/24/2019

Background: Pursuant to City Council Resolution No. 16-1654, approved on October 11, 2016, Dallas homeowners may apply for a rebate up to \$5,000 for repairs and renovations to their property.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	HOU	4288	HO91	3099	HIRP	CX-HOU-2018-00006292	\$5,000.00
<b>TOTAL:</b>							<b>\$5,000.00</b>

Project No: Commodity Code: Financing:

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

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

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

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

*[Signature]*  
By Department Director

*[Signature]* 8/1/18  
Approved as to form by City Attorney

*[Signature]*  
By Assistant City Manager

7-19-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180658

EFFECTIVE DATE

8/3/18 *tc*

### 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

VENDOR NAME	Archer Western Construction, LLC	VENDOR NUMBER	VS0000064407
CONTRACT NAME	CWWTP WRRSPS-SWWTP 15 KV	DEPARTMENT	Dallas Water Utilities DWU 18-02

### ACTION REQUESTED

Request approval of Change Order No. 2, in the amount of \$48,519.87 with Archer Western Construction, LLC for additional construction work to meet green building permit standards, new windows at White Rock Raw Sewage Pump Station, and additional Oncor Electric work to replace and test underground circuits at Southside Wastewater Treatment Plant. (See attached for details).

CONTRACT NUMBER:	15-052, CO#2	CONTRACT TERM:	8/15/2018 To 9/30/18
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### BACKGROUND

On January 27, 2016 Administrative Action Change Order No. 1 was approved in the amount of \$49,516.00 by Administrative Action No. 16-0218. This authorized additional work associated with decommissioning of existing motor control center located at the old dewatering building at the Southside Wastewater Treatment Plant that was demolished. On August 12, 2015, the City Council awarded Contract No. 15-052 to Archer Western Construction, LLC in the amount of \$20,113,600.00 by Resolution No. 15-1409.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
2116	DWU	PS30		4560	715052	CT-DWU715052CP	\$48,519.87

PROGRAM NO.:	15-052, CO#2	COMMODITY CODE:	91200	FINANCING:	Water Utilities Capital Improvement Funds
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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.	2	Original CR/AA No.	15-1409
Original CR/AA Date	8/12/2015	Original CR/AA Amount	\$20,113,600.00
Total of Previous Change Orders			\$49,516.00
Change Amount Including this Order			\$98,035.87
Total Change Order Percentage			0.48%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

8/3/18

180659

# Memorandum

RECEIVED

2018 SEP 10 AM 11:31

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE September 6, 2018  
TO Bilierae Johnson, Interim City Secretary  
SUBJECT **Correction to Administrative Change Order No. 180659 dated 8/15/2018**

It has come to our attention that the following information is incorrect on the original document:

Incorrect: Item # 645A Geotextile Silt Fencing

Correct: Item # 645 Geotextile Silt Fencing

Please make the necessary corrections to the permanent records. Should you have any questions, please contact Jaime Gomez, P.E. Project Manager at 214-948-4617.

Robert M. Perez  
Interim Director  
Department of Public Works

Attachment

Cc: Haytham Hassan, P.E., Program Manager, Engineering Services II  
Jaime Gomez, P.E., Project Manager, Engineering Services II

*Handwritten initials and date: 9/10/18*



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER
180659
EFFECTIVE DATE
AUG 14 2018

### INSTRUCTIONS

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

RECEIVED  
 2018 AUG 14 PM 3:00  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Standard Construction Ltd.	<b>VENDOR NUMBER</b>	VS0000027243
<b>CONTRACT NAME</b>	Paving and Drainage Improvements Street Group 06-450	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order Number 3 to the contract with Texas Standard Construction Ltd. for the paving, drainage and water improvements for Street Group 06-450. This is a zero change order and will not increase the contract amount of \$2,827,689.55

**PB06U305, PB06U281, PB06U293**

<b>CONTRACT NUMBER:</b>	PBW-2018-00007113	<b>CONTRACT TERM:</b>	6/1/2013 To 8/31/2018
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**BACKGROUND**

During construction it was determined that high early strength concrete was needed to minimize the inconvenience to a property owner at 1126 Westmount Avenue. Also, a reinforced concrete box culvert at station 31+44.72 had to be modified to meet field conditions. A transition collar had to be added. On Avon Street sidewalk curb had to be added to meet the grade of the adjacent property at 1003 Cliffdale Avenue. On Marcell Avenue, it was determined that a type 6 retaining wall and steps had to be installed in order to meet grade. On 4555 Marcell Avenue the driveway had peagravel concrete. The contractor had to use peagravel concrete to match existing conditions. Therefore, this change order will authorize Texas Standard Construction Ltd. to address the work with the approved items.

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

PROGRAM NO.: \_\_\_\_\_ COMMODITY CODE: \_\_\_\_\_ FINANCING: \_\_\_\_\_

**M/WBE INFORMATION**

Place an  in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No.	3	Original CR/AA No.	12-2758
Original CR/AA Date	11/14/12	Original CR/AA Amount	\$2,767,918.75
Total of Previous Change Orders	\$59,770.80		
Change Amount Including this Order	\$59,770.80		
Total Change Order Percentage	2.16%		

**APPROVAL**

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

BY DEPARTMENT DIRECTOR \_\_\_\_\_ DATE 8/14/18



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180659

EFFECTIVE DATE

AUG 14 2018

### INSTRUCTIONS

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

RECEIVED  
 AUG 14 PM 3:10  
 CITY SECRETARY  
 DALLAS, TEXAS

<b>VENDOR NAME</b>	Texas Standard Construction Ltd.	<b>VENDOR NUMBER</b>	VS0000027243
<b>CONTRACT NAME</b>	Paving and Drainage Improvements Street Group 06-450	<b>DEPARTMENT</b>	Public Works

**ACTION REQUESTED**

Authorize Change Order Number 3 to the contract with Texas Standard Construction Ltd. for the paving, drainage and water improvements for Street Group 06-450. This is a zero change order and will not increase the contract amount of \$2,827,689.55

**PB06U305, PB06U281, PB06U293**

<b>CONTRACT NUMBER:</b>	PBW-2018-00007113	<b>CONTRACT TERM:</b>	6/1/2013 To 8/31/2018
-------------------------	-------------------	-----------------------	-----------------------

**BACKGROUND**

During construction it was determined that high early strength concrete was needed to minimize the inconvenience to a property owner at 1126 Westmount Avenue. Also, a reinforced concrete box culvert at station 31+44.72 had to be modified to meet field conditions. A transition collar had to be added. On Avon Street sidewalk curb had to be added to meet the grade of the adjacent property at 1003 Cliffdale Avenue. On Marcell Avenue, it was determined that a type 6 retaining wall and steps had to be installed in order to meet grade. On 4555 Marcell Avenue the driveway had peagravel concrete. The contractor had to use peagravel concrete to match existing conditions. Therefore, this change order will authorize Texas Standard Construction Ltd. to address the work with the approved items.

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

PROGRAM NO.: \_\_\_\_\_ COMMODITY CODE: \_\_\_\_\_ FINANCING: \_\_\_\_\_

**M/WBE INFORMATION**

Place an  or  in the appropriate boxes:

African-American  Hispanic

Caucasian: Female  Male

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

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

**CHANGE ORDER DATA**

Change Order No. 3 Original CR/AA No. 12-2758

Original CR/AA Date 11/14/12 Original CR/AA Amount \$2,767,918.75


Total of Previous Change Orders \$59,770.80

Change Amount Including this Order \$59,770.80

Total Change Order Percentage 2.16%

**APPROVAL**

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

BY DEPARTMENT DIRECTOR  DATE 8/14/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 180668

EFFECTIVE DATE

8/2/18

CITY SECRETARY  
DALLAS, TEXAS

AUG 21 PM 4:4

RECEIVED

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

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

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

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

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

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

Vendor Name: ONCOR ELECTRIC DELIVERY COMPANY Vendor No.: 399181

Subject: NORTHAVEN TRAIL - PHASE 2A Department: Park and Recreation

Action Requested: Execute a Discretionary Service Agreement with ONCOR Electric Delivery Company, LLC, in the amount of \$22,895.00 for relocations of poles and utilities for NORTHAVEN TRAIL - PHASE 2A

Contract Number: PKR-2018-00007068 Contract Term: N/A To: N/A

Background: This agreement covers ONCOR distribution relocations located within the ONCOR transmission ROW for the expansion of the Northaven Trail (Phase 2A) from Cinderella Lane to Preston Road (SH 289). The work includes relocating five wooden poles, transferring existing overhead facilities and relocating seven down guys.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
4T00	PKR	T241	HIBT	4599	PK06T241	CX PKR-2018-00007068	\$22,895.00
<b>TOTAL:</b>							\$22,895.00

Project No: See Program Commodity Code: 92500 Financing: 2006 Bond Fund

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

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

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

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

*[Signature]*  
By Department Director DATE 7-31-18

*[Signature]*  
Approved as to form by City Attorney DATE 8-16-18

*[Signature]*  
By Assistant City Manager DATE 8/2/18



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180669

EFFECTIVE DATE

AUG 16 2018

### INSTRUCTIONS

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

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

**VENDOR NAME** EAS Contracting, LP      **VENDOR NUMBER** 518115  
**CONTRACT NAME** Runway Incursion Mitigation Project      **DEPARTMENT** Department of Aviation

### ACTION REQUESTED

Authorize Change Order #2 to the construction contract with EAS Contracting L.P. to extend some quantities and reduce others.

**CONTRACT NUMBER:** PBW-2016-00000983      **CONTRACT TERM:** 1/2/2017 To 1/31/2018

### BACKGROUND

EAS Contracting, L.P. was awarded the Runway Incursion Mitigation Project on October 11, 2016 by Council Resolution 16-1650 to provide construction services. This change order extends some quantities and reduces others for a net ZERO add. There will be no additional monies required to complete this change order.

#### Attachments:

CR 16-16-50 Original Contract  
CO#01 17-0895

Details for increased and decreased quantities.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
A477	AVI	W047	AAIP	4599	AVIW047	CT AVIW047EASFY16	\$0.00

**PROGRAM NO.:** AVIW047      **COMMODITY CODE:** 91200      **FINANCING:** Near Term Passenger Facility Charge

### 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.	02	Original CR/AA No.	16-1650
Original CR/AA Date	10/11/2016	Original CR/AA Amount	\$2,545,798.00
Total of Previous Change Orders	\$33,992.40		
Change Amount Including this Order	\$33,992.40		
Total Change Order Percentage	1.30%		

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

8/16/18



CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180716

EFFECTIVE DATE

AUG 16 2018

### INSTRUCTIONS

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

2018 AUG 21 AM 10:13  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

<b>VENDOR NAME</b>	EAS Contracting, LP	<b>VENDOR NUMBER</b>	518115
<b>CONTRACT NAME</b>	Runway 18-36 Conversion Project	<b>DEPARTMENT</b>	Department of Aviation

### ACTION REQUESTED

Authorize Change Order #2 to the construction contract with EAS Contracting L.P. to extend some quantities and reduce others for a net ZERO add.

**CONTRACT NUMBER:** AVI-2017-00002157      **CONTRACT TERM:** 1/2/2017 To 12/8/2017

### BACKGROUND

EAS Contracting, L.P. was awarded the Runway 18-36 Conversion Project on October 11, 2016 by Council Resolution 16-1649 to provide construction services. This change order extends some quantities and reduces others for a net ZERO add. There will be no additional monies required to complete this change order.

#### Attachments:

- CR 16-1649 Original Contract
- CR 17-1037 Approved CO#01
- Details for increased and decreased quantities.

### FUNDING

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
A477	AVI	W004	AAIP	4599	AVIW004	CT AVIW004EASFY16	\$0.00

**PROGRAM NO.:** AVIW004      **COMMODITY CODE:** 92500      **FINANCING:** Near Term Passenger Facility Charge

### M/WBE INFORMATION

Place an •X• in the appropriate boxes:

African-American       Hispanic

Caucasian: Female  Male

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

MWBE Certification Number: \_\_\_\_\_

### CHANGE ORDER DATA

Change Order No. 02      Original CR/AA No. 16-1649  
 Original CR/AA Date 10/11/2016      Original CR/AA Amount \$5,769,673.00  
 Total of Previous Change Orders \$229,874.20  
 Change Amount Including this Order \$229,874.20  
 Total Change Order Percentage 4.00%

### APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE

8/16/18





CITY OF DALLAS

# ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER  
**180717**

EFFECTIVE DATE  
**8/27/18 v.s.**

### 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  
AUG 28 AM 8:50  
CITY SECRETARY  
DALLAS, TEXAS

<b>VENDOR NAME</b>	Jeske Construction Company	<b>VENDOR NUMBER</b>	83791
<b>CONTRACT NAME</b>	Peavy Road at Galway Drive to Fuller Drive Storm Drainage Project	<b>DEPARTMENT</b>	Trinity Watershed Management

**ACTION REQUESTED**  
 Authorize Change Order No. 1 to the construction contract with Jeske Construction Company for the Peavy Road at Galway Drive to Fuller Storm Drainage Project in the amount not to exceed \$14,314.20.

**CONTRACT NUMBER:** TWM-2016-00000071      **CONTRACT TERM:** 2/14/16 To 9/30/18

**BACKGROUND**  
 The 2006 Bond Program funded the design and construction of the Peavy Road at Galway Drive to Fuller Drive Storm Drainage Project. Design was approved on September 9, 2009 by Resolution No. 09-2222. Construction was approved on February 24, 2016 by Resolution 16-0361. During construction of this project, a private lighting system was damaged during tree removals. The private lighting system was not shown on the construction plans. Additionally, the adjacent concrete pavement and curbs was in poor condition resulting in the ponding of stormwater runoff. The City directed the contractor to repair the private lighting system, and reconstruct the concrete pavement, curbs, and abutting sidewalk within the project area to facilitate proper drainage.

This action will authorize Change Order No. 1 to the construction contract with Jeske Construction Company for the Peavy Road at Galway Drive to Fuller Storm Drainage Project.

**FUNDING**

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
SEE ATTACHED							

**PROGRAM NO.:**      **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 type="checkbox"/> Hispanic</p> <p>Caucasian: Female <input type="checkbox"/> Male <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> Other Minority (Asian-Pacific, Asian-American Native American)</p> <p>M/WBE Certification Number: _____</p>	<p><b>CHANGE ORDER DATA</b></p> <p>Change Order No. <u>1</u>      Original CR/AA No. <u>16-0361</u></p> <p>Original CR/AA Date <u>2/24/16</u>      Original CR/AA Amount <u>\$1,936,755.00</u></p> <p>Total of Previous Change Orders <u>\$0.00</u></p> <p>Change Amount Including this Order <u>\$14,314.20</u></p> <p>Total Change Order Percentage <u>0.74%</u></p>
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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 **8/27/18**



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186245

EFFECTIVE DATE

7/12/18 *se*

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

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

RECEIVED  
2018 AUG -2 AM 9:55  
CITY SECRETAR  
DALLAS, TEXAS

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

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

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

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

Vendor Name: Corrosion Control Resources, Inc. Vendor No. VC0000006839

Subject: Lab Flooring Department: DWU

Action Requested: The purpose of this specification is to repair flooring using a chemical resistant epoxy resin over existing flooring (approx. 2000 square feet) in the East Side Water Treatment Plant Laboratory and warranty.

Contract Number: DWU-2018-00007018 Contract Term: 7/1/2018 To 9/30/2018

Background: The East Side WTP Laboratory flooring needs to be replaced.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7332	642C	4310			\$9,656.40
<b>TOTAL:</b>							

*Funding: AS 8-27-18*

Project No: Commodity Code: 91444 Financing:

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

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

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

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

*[Signature]* 7/16/18 DATE Approved as to form by City Attorney *[Signature]* DATE

By Department Director

*[Signature]* 07/12/18 DATE

By Assistant City Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186246

EFFECTIVE DATE

06/12/18 *AD*

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

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

CITY SECRETARY  
DALLAS, TEXAS  
AUG -2 AM '18  
RECEIVED

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

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

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

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

Vendor Name: HACH Vendor No. 29911

Subject: Maintenance on Chemical Analyzers Department: Dallas Water Utilities/Pumping

Action Requested: Perform maintenance on APA, AMC and CL17 Chemical Analyzers including training and support.

Contract Number: DWH-2018-00006723 Contract Term: Start of Contract To One year

Background: This action provides maintenance and servicing of chemical analyzers to allow them to operate at maximum performance for the maintaining of a superior water quality. Instruments have been in service for 10 years. The service agreement will provide against frequent breakdowns and beyond useful life.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7313		3099			
<b>TOTAL:</b>							49,906.00

Project No: Commodity Code: Financing: Current Funds

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

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

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

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

*[Signature]*  
By Department Director

6/18/18  
DATE

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

DATE

*[Signature]*  
Assistant City Manager

06/12/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186247

EFFECTIVE DATE

Jul 26, 2018

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

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Supplemental Agreement No. 1 to POM-2018-00004164

2018 AUG -2  
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 CITY SEC  
 DALLAS

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

3. Is this expenditure related to a construction project?

Yes  No

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

Yes  No

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

Yes  No

Vendor Name: **Granicus, Inc.** Vendor No. **VC0000005631**

Subject: **Citywide Agenda Management Preparation System - Supplemental Agreement One** Department: **Communication & Information Services**

Action Requested: **Authorize supplemental agreement number one, to amend the existing contract to add an additional cloud based training environment.**

Contract Number: **POM-2018-00004164** Contract Term: **6/28/2018** To: **12/14/2022**

Background: **CR 17-1872 authorized an acquisition and subscription service contract for the implementation and configuration of a citywide agenda management preparation system. This supplemental agreement provides an additional cloud based training environment that enables the ability to test configurations of the new system for optimum operation prior to implementation.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1665		3070		MASCPOM-2018-00004164	\$9,946.13
<b>TOTAL:</b>							<b>\$9,946.13</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: **Communications and Information Services Current Funds**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	17-1872	12/13/2017	\$247,586.73	\$0.00	\$9,946.13	0.04%

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

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

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

William Finch  
 William Finch (Jul 9, 2018)  
 By Department Director      Jul 9, 2018      DATE

Barbara A. McAninch  
 Barbara A. McAninch (Jul 26, 2018)  
 Approved as to form by City Attorney      Jul 26, 2018      DATE

[Signature]  
 By Assistant City Manager      Jul 26, 2018      DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186248

EFFECTIVE DATE

5-17-18 JMK

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

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

CITY OF DALLAS  
MAY 16 AUG 22 2018

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

3. Is this expenditure related to a construction project?

Yes  No

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

Yes  No

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

Yes  No

Vendor Name:	DSM Management Group, Inc.	Vendor No.	VS0000049924
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Subject:	Parking agreement with DSM Management Group, Inc.	Department:	Park and Recreation
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Action Requested: Authorize a parking agreement with DSM Management Group, Inc. to ensure compliance with the Fair Park paid parking plan at the Music Hall at Fair Park (parking agreement and paid parking plan are attached), ensuring that Lessee DSM Management Group complies with the Plan adopted by the Board. Contact: Dee Ann Hirsch (214) 670-8508

Contract Number:	PKR-2018-00006324	Contract Term:	5/15/2018 To 11/30/2018
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Background: CR#091226, a lease agreement with DSM Management Group, Inc., executed 5-13-09, authorizes the lease, operation and maintenance of the Music Hall at Fair Park. The Lessee's rights are subject to the Park and Recreation Board's authority to license and contract the use of parking lots at Fair Park, and any arrangements between the Park and Recreation Board, its parking contractor and Lessee.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A		N/A	N/A	PKR-2018-00006324	\$0.00
<b>TOTAL:</b>							\$0.00

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

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

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

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

 5.14.18  
 By Department Director DATE  
 Robert Abtahi, President  
 Park and Recreation Board  
 ORIGINAL - City Secretary

 7-26-2018  
 Approved as to form by City Attorney DATE

 05/17/18  
 Secretary DATE  
 Park and Recreation Board  
 REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186249

EFFECTIVE DATE

7/24/18

CITY OF DALLAS  
DATE: 7/24/18  
TIME: 2:31 PM

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

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

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

- 3. Is this expenditure related to a construction project?  Yes  No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
- 5. Is Form 1295 – Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: CP&Y, Inc. Vendor No. VC0000005625

Subject: Southside Wastewater Treatment Plant Grit Removal and Screening Efficiency Improvements Department: Dallas Water Utilities DWU-17-09

Action Requested: Request approval of Supplemental Agreement No. 2 to Contract No. 13-054E with CP&Y, Inc. for additional engineering services related to the grit removal improvements at the Southside Wastewater Treatment Plant in the amount of \$38,940.00.

Contract Number: DWU-2018-00006694 Contract Term: 8/1/2018 To 5/1/2019

Background: On May 14, 2014, City Council authorized a professional services contract with CP&Y, Inc. by Council Resolution No. 14-0765. On August 26, 2015, City Council authorized SA No. 1 with CP&Y, Inc. by Resolution No. 15-1581. This action is for additional applications development services for programming I/O points at both Pista Grit and the Aerated Grit Facilities.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
2116	DWU	PS31		4111	713054	CT-DWU-713054CP	\$38,940.00
<b>TOTAL:</b>							<b>\$38,940.00</b>

Project No:	13-054E, SA No. 2	Commodity Code:	92500	Financing:	Water Utilities Capital Improvement Funds		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage	
2	13-054E	5/14/2014	\$850,000.00	\$1,779,270.00	\$1,818,210.00	213.91%	

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

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

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

MP  
By Department Director

7/23/18  
DATE

Approved as to form by City Attorney

8/01/18  
DATE

By Assistant City Manager

7/24/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186250

EFFECTIVE DATE

7/27/18 *JA*

RECEIVED  
AUG -2 PM 3:  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name: S.T.E.A.M. Achievers Vendor No. VC17565

Subject: Summer Camp STEAM Programming Department: Park and Recreation - Rec Services

Action Requested: Authorize an encumbrance of \$13,541.00 for S.T.E.A.M. Achievers. The vendor provided services to five recreation centers over a nine week period in FY2016-17. 247 children designed interactive graphic art and animation, video games and received hands on multi-media instruction (services rendered). Contact: Steven Baker 214-670-8847

Contract Number: PKR-2018-00006901 Contract Term: 6/12/2017 To 8/11/2017

Background: STEAM ACHIEVERS is a signature program of S.N.A.C. Educational Services (STEAM National Achievement Collaborative), a 501(c)(3) organization. STEAM Achievers' principal objective is to bridge the STEAM education and academic achievement gap for students from diverse backgrounds by providing unique, innovative, real-world experiences in science, technology, engineering, art and mathematics.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5041		3063		PKR-2018-00006901	\$13,521.00
<b>TOTAL:</b>							<b>\$13,521.00</b>

Project No: Commodity Code: 92400 Financing: Current Funds

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

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

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

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

*Robert Abtahi* 7.23.18  
By Department Director DATE

*Robert Abtahi*  
Robert Abtahi, President  
Park and Recreation Board

*Christine* 7-30-2018  
Attested by: Approved as to form by City Attorney DATE

*Christine* 7/27/18  
Secretary  
Park and Recreation Board  
REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186251

EFFECTIVE DATE

5/31/18

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

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

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

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

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

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

Vendor Name:	Brinkmann Instruments dba Metrohm USA, Inc 9250 Camden Field Pkwy, Riverview, FL 33578	Vendor No.	VS0000063404
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Subject:	Laboratory Equipment Installation & Service Agreement	Department:	DWU / PALS
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Action Requested: The Dallas Water Utilities (DWU) is seeking authorization to purchase a two (2) year service agreement for our Metrohm Titrator instrument and Auto sampler.

Contract Number:	DWU-2018-00005953	Contract Term:	02/01/18 To 02/31/20
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Background: The Metrohm Titrand, Auto sampler and Dosing unit is an analytical instrument used for wet chemistry samples analysis. It is utilized for analyzing water and Wastewater samples, including pH, Alkalinity, Chloride and Volatile Acids as required by DWU's Texas Pollution Discharge Elimination System (TPDES). This equipment service agreement will help minimize disruptions in service, minimize downtime and provide proactive care to extend the life of the equipment

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7044		3110			\$11,377.00
<b>TOTAL:</b>							<b>\$11,377.00</b>

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

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

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

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

By Department Director: 5/25/18 DATE

Approved as to form by City Attorney: 08/04/18 DATE

By Assistant City Manager: 05/31/18 DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186252

EFFECTIVE DATE

7-19-18

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

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

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CITY OF DALLAS  
AUG 1 3 11 41 AM '18

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

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

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

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

Vendor Name: Adapt/re:Adapt Preservation and Conservation, LLC Vendor No. VS87168

Subject: Graffiti removal on Jefferson viaduct Department: OCA

Action Requested: Authorization is requested to procure services from Adapt/re:Adapt Preservation and Conservation, LLC (Adapt/re:Adapt) for the removal of graffiti on Jefferson Viaduct. The Conservator has prepared a preliminary condition report and confirmed the appropriate procedures. 7/19/18

Contract Number: OCA-2018-00006524 Contract Term: ~~8/30/2018~~ To 12/31/2018

Background: Jefferson viaduct has a painted mural on the vertical surfaces of the bridge. It has been repeatedly tagged. No anti graffiti coating is present on the mural. This coating will help reduce conservation time and cost of cleaning graffiti. Additionally, three informal proposals were requested and Adapt/re:Adapt is the most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4804		3070		OCA-2018-00006524	\$18,270.00
<b>TOTAL:</b>							<b>\$18,270.00</b>

Project No: Commodity Code: 91259 Financing: General Funds

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

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

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

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

*Jennifer Scippo* 7/17/18  
By Department Director DATE

*[Signature]* 8/1/18  
Approved as to form by City Attorney DATE

*[Signature]* 7/19/18  
By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186253

EFFECTIVE DATE

7/27/18 *mt*

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

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

REC'D  
2018 AUG -3 PM  
REGISTRATION

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

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

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

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

Vendor Name: Soccer Palz - Molly Spencer Vendor No. VC17914

Subject: Approval of Outdoor Program Permit Department: Park and Recreation

Action Requested: Approval of an Outdoor Program Permit to Soccer Palz - Molly Spencer (Contractor) for the use of various parks at the days and times listed in Agreement Exhibit A. The Contractor will adhere to the terms set in the Outdoor Program Agreement and the Outdoor Fee-Based Program Guidelines. Contact: John Lawrence (214) 670-8860

Contract Number: PKR-2018-00007061 Contract Term: 9/3/2018 To 12/21/2018

Background: Soccer Palz, LLC. has conducted programs at City parks since 2016 under the Outdoor Fee-Based Permit Program. These are permits approved by agreements for a term of no more than one year. Soccer Palz has applied for permits from the City of Dallas to conduct the Soccer Palz programs at various parks for the upcoming year.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00007061	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: Commodity Code: Financing: No cost to the City.

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

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

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

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

*Robert Abtani* 7.23.18  
By Department Director DATE

*Christine Lanney* 7-31-2018  
Attested by: Approved as to form by City Attorney DATE

*Robert Abtani*  
Robert Abtani, President  
Park and Recreation Board

*Jayantam*  
By Assistant City Manager

7/27/18  
DATE

*Attorneys*  
Secretary  
Park and Recreation Board  
REV 05/2017



# ADMINISTRATIVE ACTION

**ADMINISTRATIVE ACTION**

**186254**

**EFFECTIVE DATE**

7/27/18 *MLK*

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

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

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

CITY SECRETARY  
DALLAS, TEXAS  
AUG 3 11:55 AM '18

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

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

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

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

Vendor Name: Platinum Event Services, Inc. Vendor No. VS0000017134

Subject: Crowd Management - City Sponsored Events Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$20,472.20 for Platinum Event Services, Inc. The vendor provided crowd management services for the Fair Park 4<sup>th</sup> Event (services rendered)  
Contact: Dee Ann Hirsch, 214-670-8508

Contract Number: CX-PKR-2018-00006836 Contract Term: 7/4/2018 To 7/4/2018

Background: Platinum Events Services, Inc. was the low bidder in an advertised bid with the City of Dallas (Resolution No. 13-0379), which was extended by one year on February 1, 2018. This action provides funds for City produced events. Platinum Event Services, Inc. is a local security company specializing in crowd management with a history of providing services in special event facilities throughout Texas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5207		3068		CX-PKR-2018-00006836	\$20,472.20
<b>TOTAL:</b>							<b>\$20,472.20</b>

Project No: Commodity Code: 99046 Financing: Current Funds

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

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

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

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

*WMM* *7.25.18* *Christine*

By Department Director DATE Approved as to form by City Attorney DATE Attested by: 7-30-2

*R* *7/27/18* *Secretary*

Robert Abtahi, President Park and Recreation Board Secretary Park and Recreation Board

186255

MEMORANDUM

RECEIVED

2018 AUG 15 PM 2:34

CITY SECRETARY  
DALLAS, TEXAS



Date: August 14, 2018  
To: City Secretary's Office  
Subject: The Change of Administrative Action

Please make the following change to Administrative Action #186255

From:

<b>Funding:</b>	FUND	DEP	UNIT	ACTV	OBJ	ENCUMBRANCE	NUMBER	VENDOR	AMOUNT
	0207	LIB	5347		3099	LIB-2018-00007249		VS*80094	\$11,940.00

To:

<b>Funding:</b>	FUND	DEP	UNIT	ACTV	OBJ	ENCUMBRANCE	NUMBER	VENDOR	AMOUNT
	0207	LIB	6280		3099	LIB-2018-00007249		VS*80094	\$11,940.00

Please call me at 214-670-7809 if you need any additional information.

Mary Jo Giudice  
Director  
Dallas Public Library



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186255

EFFECTIVE DATE

8/2/18 *Sam*

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

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

RECEIVED  
 AUG - 6 AM 11:53  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name:	JEH-EAS Inc. dba Stars Information Solutions	Vendor No.:	VS*80094
Subject:	Extended Warranty	Department:	Library

Action Requested:	Authorize payment for extended warranties for four (4) library scanners, for three (3) years - \$11,940.00.		
Contract Number:	LIB-2018-00007249	Contract Term:	7/29/2018 To 7/28/2021

Background: In FY16 the Library purchased four (4) scanners, as part of the Central Library's 7th Floor renovation, from Stars Information Solutions. Stars Information Solutions is the sole source retailer of e-Image Data Corp scanners and provides extended warranties. Total amount to extend warranties for four (4) scanners, over a period of three (3) years is \$11,940.00.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0207	LIB	5347		3099		LIB-2018-00007249	\$11,940.00
								\$0.00
								\$0.00
	<b>TOTAL:</b>							

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

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

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

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

*Myra Gaudice*  
By Department Director

07.31.18  
DATE

*Shirley McDaniel*  
Approved as to form by City Attorney

8/6/2018  
DATE

*Debra...*  
By Assistant City Manager

8/2/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186256

EFFECTIVE DATE

7-23-18

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

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

RECEIVED  
CITY OF DALLAS  
AUG - 6 PM

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

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

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

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

Vendor Name: Southern Dallas Link Inc. Vendor No. VC18573

Subject: Senior Medical Transportation Services Department: Office of Community Care

Action Requested: Approval of Administrative Action for a Supplemental Agreement to extend the contact term for two months and increasing the funds.  
Contract Number: MGT-2018-00006307 Contract Term: 8/1/2018 To 9/30/2018

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	MGT	4297		3070		MADCTTRANS	\$9,100.00
<b>TOTAL:</b>							<b>\$9,100.00</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
	185721	4/26/2018	\$24,367.50			%

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

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

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

By Department Director

7/18/18  
By Assistant City Manager

Approved as to form by City Attorney 8.6.18

7/23/2018  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186257

EFFECTIVE DATE

MAR 8 2018

*One*

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

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

REC'D  
MAY 10 11 30 AM '18  
CITY OF DALLAS  
OFFICE OF THE CITY CLERK

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

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

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

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

Vendor Name:	FamilySearch International	Vendor No.:	VS97172
Subject:	Digitizing public domain materials	Department:	Library

Action Requested: Authorization to enter into an agreement with FamilySearch International to digitize public domain materials.

Contract Number:	LIB-2018-00005649	Contract Term:	4/1/2018 To 3/31/2019
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Background: FamilySearch International will provide digital scanning equipment and trained volunteers to assist Library staff with creating digital images of Library materials, onsite at the J. Erik Jonsson Central Library 8<sup>th</sup> floor, based on FamilySearch's standard record listing and digital acquisition form specifications. The Library will provide timely, reasonable, and supervised access to the materials at no cost to FamilySearch, including sufficient space near the materials in a secure location, until imaging is completed. The Library will be responsible for the correct handling of materials.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							\$0.00

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

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

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

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

*McGindree* By Department Director      03.06.18 DATE      *Debra S. McShane* Approved as to form by City Attorney      3-6-2018 DATE

ORIGINAL - City Secretary      *J. [Signature]* Asst. City Manager      3-8-18 Date      REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186258

EFFECTIVE DATE

8/2/18 *du*

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

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

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

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

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

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

Vendor Name: Facility Solutions Group Vendor No. VS0000010481

Subject: Garage Exit Warning System Department: LIB

Action Requested: Authorize services and payment of \$3,000.00 (NTE) to Facility Solutions Group for repairs to the J. Erik Jonsson Central Library public parking and loading dock exit warning system.

Contract Number: LIB-2018-00007250 Contract Term: To

Background: Facility Solutions Group installed the garage exit warning system at J. Erik Jonsson Central Library in 2015. The warning system currently does not work and is in need of repair. Facility Solutions Group will complete repairs at a cost not to exceed \$3,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5322		3099		LIB-2018-00007250	\$3,000.00
<b>TOTAL:</b>							\$3,000.00

Project No: Commodity Code: Financing:

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

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

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

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

*Myrinda*  
By Department Director

07.31.18  
DATE

*Bob S. McManis*  
Approved as to form by City Attorney

8/19/2018  
DATE

*Dyran*  
By Assistant City Manager

8/2/18  
DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186259

EFFECTIVE DATE

Aug 3, 2018

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Amendment to Human Capital Management Contract

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2018 AUG -7 PM  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name: Workday, Inc. Vendor No. VC15306

Subject: Amend Exhibit I of Human Capital Management Contract Department: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 1 to amend Exhibit I of the Human Capital Management System Service contract

Contract Number: DSV-2018-00004864 Contract Term: 8/13/2018 To 1/31/2024

Background: This Change Order will allow for an amendment to Exhibit I of the Human Capital Management Contract. This amendment would alter the following deliverables: Fee Payment Schedule, invoice event dates, and Go-Live date for Phase I to reflect July 1, 2019.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
						N/A	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: Commodity Code: Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	18-0372	2/28/2018	\$20,296,345	\$0.00	\$0.00	0.00%

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

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

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

Barbara A. McAninch  
By Department Director DATE Aug 2, 2018

Barbara A. McAninch  
Approved as to form by City Attorney DATE Aug 6, 2018

[Signature]  
By Assistant City Manager DATE Aug 3, 2018



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186260

EFFECTIVE DATE

8-6-18

CITY SECRETARY  
DALLAS, TEXAS

AUG - 7 PM 3:24

RECEIVED

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

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

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

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

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

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

Vendor Name:	Archive Supplies, Inc.	Vendor No.:	261526
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Subject:	Annual Service Contract	Department:	Library
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**Action Requested:** Authorize payment of annual service contract, paid annually, for three (3) years.

Contract Number:	LIB-2018-00007248	Contract Term:	8/1/2018	To	7/31/2021
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**Background:** In FY15 the Library purchased a design printer with a three (3) year service agreement from Arhive Supplies, Inc. The Library seeks to execute a three (3) year renewal for a total of \$2,697.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3099		LIB-2018-00007248	\$879.00
0001	LIB	5392		3099		LIB-2018-00007248	\$899.00
0001	LIB	5392		3099		LIB-2018-00007248	\$919.00
<b>TOTAL:</b>							\$2,697.00

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

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

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

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

 By Department Director	08.03.18 DATE	 Approved as to form by City Attorney	8-7-2018 DATE
 By Assistant City Manager	8-6-18 DATE		



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186261

EFFECTIVE DATE

7/6/18

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

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

2018 AUG -7 PM 3:55  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

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

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

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

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

Vendor Name:	Judy Wells	Vendor No.	VC18369
Subject:	Residential Claim for Moving and Related Expenses	Department:	DEV

Action Requested:	Approval of a Residential Claim for Moving and Related Expenses for Judy Wells who has been displaced as a result of property acquisition. She is eligible to receive a fixed moving expense payment in the amount of \$1,900 (U. S. Department of Transportation Fixed moving schedule)				
Contract Number:	CX-DWU-2017-00002881	Contract Term:	3/1/2018	To	9/01/2018

**Background:** On October 25, 2017, the City Council of the City of Dallas adopted Resolution 171674, to acquire property located at 129 Pvt. Rd #7038 Wills Point Texas, to be used in conjunction with the Lake Tawakoni 144-inch Transmission Pipeline project. Judy Wells was displaced as a direct result of this property acquisition. Chapter 39A of the Revised Code of Civil and Criminal Ordinances of the City of Dallas provides relocation payments for families and individuals displaced by the government.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
3115	DWU	PW20		4230	704041	CX-DWU-2017-00002881-1	\$1,900.00
<b>TOTAL:</b>							<b>\$1,900.00</b>

Project No:	PW20	Commodity Code:	92500	Financing:	Water Utilities Capital Improvement Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

*[Signature]*  
 By Department Director

7/18/18  
 DATE

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

07-27-18  
 DATE

*[Signature]*  
 By Assistant City Manager

07/06/18  
 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186262

EFFECTIVE DATE

7-9-18 *gja*

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

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

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 2018 AUG -7 PM  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

**Vendor Name:** BARBIZON LIGHT OF THE ROCKIES **Vendor No.:** VS358304

**Subject:** Diagnosis and replacement of Lightstream computer **Department:** OCA

**Action Requested:** Authorization is requested to secure the services of Barbizon Light of the Rockies to identify computer engineering problems and replace the computer and touch pads responsible for illuminating Lightstream at the convention center.

**Contract Number:** OCA-2017-000030581 **Contract Term:** 6/20/2018 **To:** 12/30/2018

**Background:** BARBIZON LIGHT OF THE ROCKIES has worked with the convention center and public art. When the lights were out, Barbizon identified the computer problems and temporarily solved the lighting issues. The installation of the new computer and touch pads should keep the lights on in the main corridor..The Consultant will be on city property reinstalling computer components. The fee for this service will not exceed \$1,838.00. This payment is for all costs associated with the consultant's scope of work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4804		3070		OCA-2017-00003001	\$1,838.00
<b>TOTAL:</b>							<b>\$1,838.00</b>

**Project No.:** **Commodity Code:** 91259 **Financing:** current fund

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

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

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

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

*Jennifer Scripps*  
 By Department Director 6/29/18  
DATE

*[Signature]*  
 Approved as to form by City Attorney 8/7/18  
DATE

*[Signature]*  
 By Assistant City Manager 7/9/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186263

EFFECTIVE DATE

08/02/2018

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

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

RECEIVED  
 2318 AUG --8 AM 10:00  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Delphi Legal Technologies, Inc. Vendor No. VS0000062962

Subject: Professional Services Contract Department: CAO

Action Requested: Authorize Supplemental Agreement No. 1 to the services contract with Delphi Legal Technologies, Inc. to amend the scope of work to include additional services; adding \$28,900 to contract for new total not to exceed of \$144,567.00.

Contract Number: ATT-2018-00006962 Contract Term: To

Background: Supplemental Agreement No. 1 will allow Delphi Legal Technologies, Inc. to add hosting and storage of City's data and to provide the City with ten (10) software licenses for City users to use Summation Pro to access the data and use the features of Summation Pro to manage the data; adding \$28,900 to contract for new total not to exceed of \$144,567.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0192	ORM	3890		3045		BXZ1602	\$28,900.00
<b>TOTAL:</b>							<b>\$28,900.00</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	16-1048	6/22/2016	\$115,666.50	\$0.00	\$28,900.00	24.98%

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

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

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

By Department Director 7-31-18 DATE  
 Approved as to form by City Attorney 8/16/2018 DATE  
 By Assistant City Manager 8/2/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

# 186264

EFFECTIVE DATE

08/02/2018 *SW*

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

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

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 DALLAS, TEXAS

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

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

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

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

Vendor Name: Steven D. Ashley Vendor No. VS0000017261

Subject: Final Payment Authorization Department: CAO

Action Requested: Authorize final payment to Steven D. Ashley for services as a police practices expert to the City in the lawsuit styled Collette L. Flanagan, et al. v. City of Dallas, et al., Civil Action No. 3:13-CV-04231-M-BK. The amount of this final payment shall not exceed \$2,412.20.

Contract Number: ATT-2018-00007109 Contract Term: To

Background: Authorization is needed for final payment to Steven D. Ashley for providing expert witness consulting services to the City in the lawsuit styled Collette L. Flanagan, et al. v. City of Dallas, et al., Civil Action No. 3:13-CV-04231-M-BK. Services were provided December 7, 2016; Invoice #03-Schuette/Flanagan-04/2017. The amount of this final payment shall not exceed \$2,412.20.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0192	ORM	3890		3047		ATT389016L46	\$2,412.20
<b>TOTAL:</b>							<b>\$2,412.20</b>

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

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

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

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

*[Signature]* 8-1-18 DATE  
 By Department Director

*[Signature]* 8/6/2018 DATE  
 Approved as to form by City Attorney

*[Signature]* 8/2/18 DATE  
 By Assistant City Manager

<b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>	ADMINISTRATIVE ACTION
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	186265
		EFFECTIVE DATE
		08/02/2018 AA

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:
- a. Low bid contracts of not more than \$70,000
  - b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
  - c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
  - d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
  - e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
  - f. Other (explain on attachment)
2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.
3. Is this expenditure related to a construction project?  Yes  No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

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 CITY OF DALLAS  
 ST. JAMES ST.

Vendor Name:	Craig R. Miller	Vendor No.:	VC0000006720
Subject:	Professional Services Contract	Department:	CAO

**Action Requested:** Authorize a professional services contract with Craig R. Miller as a police practices expert to provide consulting services to the City of Dallas in connection with the case styled Rene Hernandez v. City of Dallas, et al., Civil Action No. 3:16cv0452-M. This contract shall not exceed \$25,000.

Contract Number:	ATT-2018-00007274	Contract Term:	To
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**Background:** Craig R. Miller will provide a preliminary review of Dallas Police Department's policies, deposition reviews, courtroom testimony preparation, and expert witness testimony at trial in the case styled Rene Hernandez v. City of Dallas, et al., Civil Action No. 3:16cv0452-M. Craig R. Miller will be paid on an hourly rate basis as provided by the engagement letter dated May 11, 2018. This contract shall not exceed \$25,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>Funding:</b>	0192	ORM	3890		3047		ATT-2018-00007274	\$25,000.00
<b>TOTAL:</b>								<b>\$25,000.00</b>

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

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

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

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

By Department Director 8-1-18 DATE  
 Approved as to form by City Attorney 8/6/18 DATE  
 By Assistant City Manager 8/2/18 DATE

<b>CITY OF DALLAS</b>	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	<b>186266</b>
		<b>EFFECTIVE DATE</b>
		<b>08/02/2018</b>

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

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

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.
3. Is this expenditure related to a construction project?  Yes  No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Weiss Serota Helfman Cole & Bierman, P.L.	Vendor No.	VC18972
Subject:	Professional Services Contract	Department:	CAO

**Action Requested:** Authorize a professional services contract with Weiss Serota Helfman Cole & Bierman, P.L. to represent the City, the Dallas Police Department, Police Officer Scott Sayers, and Retired Officer Detective Robert Ermatinger in connection with the lawsuit styled Steven B. Aubrey, et al. v. City of Dallas, et al., Case No. 18-CV-61117. This contract shall not exceed \$25,000.

Contract Number:	ATT-2018-00007275	Contract Term:	To
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**Background:** Weiss Serota Helfman Cole & Bierman, P.L. will represent the City, the Dallas Police Department, Police Officer Scott Sayers and Retired Officer Detective Robert Ermatinger, in connection with the lawsuit styled Steven B. Aubrey, et al. v. City of Dallas, et al., Case No. 18-CV-61117, pending in the U.S. District Court for the Southern District of Florida. This contract shall not exceed \$25,000. Fees will be paid on an hourly rate basis as per engagement letter dated July 10, 2018. This contract shall not exceed \$25,000.


	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>Funding:</b>	0001	ORM	3890		3033		ATT-2018-00007275	\$25,000.00
<b>TOTAL:</b>								\$25,000.00


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

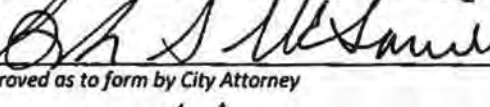
M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

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

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

By Department Director:  DATE: 8-1-18

By Assistant City Manager:  DATE: 8/2/18

Approved as to form by City Attorney:  DATE: 8/6/2018



<b>CITY OF DALLAS</b>	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	<b>ADMINISTRATIVE ACTION</b>
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	<b>186267</b>
		<b>EFFECTIVE DATE</b>
		<b>08/02/2018 <i>pm</i></b>

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

<input type="checkbox"/> a. Low bid contracts of not more than \$70,000	<div style="border: 1px solid black; padding: 5px; display: inline-block;">             RECEIVED              2018 AUG -8 AM 11:              CIT SECRETARY              DALLAS, TEXAS           </div>
<input type="checkbox"/> b. Change orders for low bid 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.	
<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 (explain on attachment)	

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

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

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

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

Vendor Name:	Squire Patton Boggs (US) LLP	Vendor No.:	VC19055
Subject:	Professional Services Contract	Department:	CAO

**Action Requested:** Authorize payment of invoices to Squire Patton Boggs (US) LLP, for services rendered in representing Councilman Kevin Felder in complaints filed by (1) Queen Janata Montgomery and (2) Sandra Crenshaw. Total payment shall not exceed \$10,000.

Contract Number:	ATT-2018-00007276	Contract Term:	To
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**Background:** Squire Patton Boggs (US) LLP provided representation to Councilman Kevin Felder in complaints filed by (1) Queen Janata Montgomery and (2) Sandra Crenshaw. Services were performed in March, April and May of 2018. Invoices #9999887 and #9999888. Total payment shall not exceed \$10,000.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0001	ORM	3890		3033		ATT-2018-00007276
<b>TOTAL:</b>								<del>\$10,000.00</del>

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

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

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

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

 By Department Director	8-1-18 DATE	 Approved as to form by City Attorney	8/6/18 DATE
 By Assistant City Manager	8/2/18 DATE		



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186268

EFFECTIVE DATE

August 01, 2018

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

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

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 DALLAS, TEXAS

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

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

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

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

Vendor Name:	Marlon Lizama	Vendor No.	VC18764
Subject:	Cultural Contracts	Department:	Office of Cultural Affairs

**Action Requested:** Authorization is requested to procure the services of Marlon Lizama to provide one 90-minute multi-media dance/theater performance of Havikoro Artist Collective on Thursday, September 20, 2018 from 7:30 pm to 9 pm at the Latino Cultural Center.

Contract Number:	OCA-2018-00006838	Contract Term:	8/10/2018	To	9/20/2018
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**Background:** Consultant is a Latinx author/performer based in Houston, Texas. The fee for this service will not exceed \$2,00.00. Consultant understands that the City of Dallas will pay for services as follows: one installment of \$1,000.00 within thirty days of execution of contract, approval of administrative action and completion of deliverables 1, and a final installment of \$1,000.00 within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4805		3089		CX OCA-2018-00006838	\$2,000.00
<b>TOTAL:</b>							<b>\$2,000.00</b>

**Project No:** \_\_\_\_\_ **Commodity Code:** 96207 **Financing:** General Funds

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

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

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

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

Jennifer Scripps  
 Jennifer Scripps (Aug 1, 2018)  
 By Department Director

Aug 1, 2018  
 DATE

[Signature]  
 Approved as to form by City Attorney

Aug 7, 2018  
 DATE

[Signature]  
 Joey Zepeda (Aug 1, 2018)  
 By Assistant City Manager

Aug 1, 2018  
 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186269

EFFECTIVE DATE

08/08/2018 *SA*

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) *SA-1 SA*

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 CITY SECRETAR  
 DALLAS, TEXA

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

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

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

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

Vendor Name:	SCS Field Services	Vendor No:	VS0000010601
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Subject:	Leachate Monitoring Systems <i>Vendor Payment</i>	Department:	Department of Sanitation Services
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Action Requested: *Supplemental Agreement No. 1 to SA*  
Authorize an increase in a service contract with Steamis, Conrad, and Schmidt Consulting Engineers, Inc. dba SCS Field Services to cover an alternate transducer.

Contract Number:	SAN-2018-00006989	Contract Term:	8/1/2018 To 9/30/2018
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Background: On July 25th SCS Field Services was notified by EPG Companies, Inc. that the transducers they ordered are no longer available. The original quote per transducer was \$1,500.00. The alternate transducers are \$2,186.00 each. These alternative transducers, seven (7) in total, will perform in the same function and same level of service as the original. *CA*

FUND	DEPT	UNIT	AGTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3591		3210		SAN-2018-00006989	\$4,802.00
<b>TOTAL:</b>							<b>\$4,802.00</b>

Project No.	Commodity Code	Financing
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
1	186233	7/19/2018	\$37,520.00	\$0.00	\$42,322.00	12.80%

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

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

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

*[Signature]* By Department Director      8-6-18 DATE  
*[Signature]* Approved as to form by City Attorney      8/9/2018 DATE  
*[Signature]* By Assistant City Manager      8/8/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186270

EFFECTIVE DATE

6-7-18

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DALLAS, TEXAS  
AUG -9 PM 2:33

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Fair Park Advertising

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

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

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

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

Vendor Name: International Association of Venue Managers Vendor No. 222596

Subject: Fair Park Advertising in Facility Manager Magazine Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$2,893.00 for International Association of Venue Managers. The vendor will provide a 1 full page ad to advertise Fair Park Coliseum and "30 Under 30" Fair Park recipient in the July/August 2018 issue. Contact: Andrea Hawkins 214-670-4678

Contract Number: PKR-2018-00006658 Contract Term: 6/4/2018 To 8/30/2018

Background: IAVM has more than 5,000 members worldwide who receive Facility Manager magazine as a membership benefit. Approximately 93 percent of these readers are executive directors, assistant directors and general managers.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0G43	PKR	6155		3320		PKR-2018-00006658	\$2,893.00
<b>TOTAL:</b>							<b>\$2,893.00</b>

Project No: Commodity Code: 91571 Financing: Current Funds

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

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

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

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

*[Signature]*  
By Department Director DATE 6-6-18

*[Signature]*  
Attested by: 07-26-2018  
Approved as to form by City Attorney DATE

*[Signature]*  
Robert Aptahi, President By Assistant City Manager

6-7-18  
Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186271

EFFECTIVE DATE

7-19-18

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

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

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 DALLAS, TEXAS

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

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

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

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

Vendor Name:	Friends of Randall Park	Vendor No.	
Subject:	Beautification Agreement	Department:	Park and Recreation
Action Requested:	Authorize a beautification agreement with Friends of Randall Park. The organization will remove litter and debris from Randall Park.		
	Contact: Will Stonum (214) 671-0264		
	Contract Number:	PKR-2108-00007052	Contract Term: 7/21/2018 To 7/20/2019

Background: Friends of Randall Park consist of local community members and residents of Junius Heights District. The group is specific to Randall Park. There is no cost to the city.

FUND	DEPT	UNIT	AGTY	OBJ	PROGRAM	ENGUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00007052	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

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

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

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

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

*Will Stonum* 7-18-18  
 By Department Director DATE

*Christine Lammey* 7/24/2018  
 Attested by: Approved as to form by City Attorney DATE

*Robert Abrah*  
 Robert Abrah, President  
 Park and Recreation Board

*Jepson*  
 By Assistant City Manager

*Chapman* 7/19/18  
 Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186272

EFFECTIVE DATE

7/30/18

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

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

RECEIVED  
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CITY SECRETAR  
DALLAS, TEXA

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

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

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

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

Vendor Name:	MSDSonline, Inc.	Vendor No.:	VS86301
Subject:	Web-based management of Material Safety Data Sheets (SDS)	Department:	Water Utilities

Action Requested: To purchase a thirty-six (36) month web-based subscription for material safety data sheets (SDS) which can be readily accessed by DWU employees at any time. SDSs are the primary means of providing information concerning chemical hazards to employers and employees. This information is required to comply with federal, state and local regulations regarding safety, health and the environment. This will also ensure that Dallas Water Utilities is 100% HazCom compliant.

Contract Number:	DWU-2018-00007121	Contract Term:	5/12/2018 To 5/11/2021
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Background: In the past DWU had received non-conformance for OEQ during audits for incorrect SDSs. The web-based subscription allows for updated SDSs to be available at all times. Material Services has compiled a list for all DWU divisions and has currently been utilizing a current contract that has resulted in NO non-conformances for SDSs for the past three(3) years.

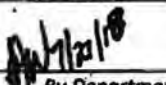


FUND	DEPT	UNIT	ACTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7360		3341		DWU-2018-00007121	\$36,183.00
<b>TOTAL:</b>							

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

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

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

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

 By Department Director 7/27/18 DATE  
 Approved as to form by City Attorney 8/7/18 DATE  
 7/30/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186273

EFFECTIVE DATE

8-9-18 MA

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 10 PM 12:11  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

<b>Vendor Name:</b>	Baymon ServAll Contractors, LP dba Servall Contractor Services - Services Rendered	<b>Vendor No.:</b>	VS94667
<b>Subject:</b>	Texas Black Invitational Rodeo - Coliseum Cleaning	<b>Department:</b>	Parks and Recreation- Fair Park

**Action Requested:** Authorize an encumbrance of \$14,500.00 for Baymon Servall Contractors, LP dba Servall Contractor Services. The vendor provided cleaning services to the Coliseum and adjacent areas following installation of dirt to accomodate the rodeo event. This action is necessary to maintain proper function of the HVAC system and provide clean facilities for the public attending events (services rendered). Contact: Dee Hirsch (214) 670-8400

<b>Contract Number:</b>	CX-PKR-2018-0000-6531	<b>Contract Term:</b>	6/16/2018 To 6/16/2018
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**Background:** Baymon Servall Contractors, LP dba Servall Contractor Services was the lowest responsive respondent of three. CV Premier is unable to confirm that they are licensed to do business in the state of Texas. Servall is a local Dallas company that provides cleaning services for events and construction sites in the DFW metroplex.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	9487		3415		CX-PKR-2018-00006531	\$14,500.00
<b>TOTAL:</b>							\$14,500.00

<b>Project No.:</b>		<b>Commodity Code:</b>	91039	<b>Financing:</b>	Current Funds	
<b>Change Order No.</b>	<b>Original CR/AA No.</b>	<b>Original CR/AA Date</b>	<b>Original CR/AA Amount</b>	<b>Total Previous Change Orders</b>	<b>Change Amount Including this Order</b>	<b>Total Change Order Percentage</b>
						%

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

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

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

 8-9-18 B. N. S. H 08/09/2018  
 By Department Director DATE Approved as to form by City Attorney DATE  
 8-9-18 C. H. Boyette  
 By Assistant City Manager DATE

ORIGINAL City Secretary

REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186274

EFFECTIVE DATE

8/9/18 *OK*

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

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

RECEIVED  
2018 AUG 10 PM  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name:	ProQuest CSA, LLC	Vendor No.	VS*20264
Subject:	Microfilm & Digital Microfilm for New York Times & Wall Street Journal	Department:	Library

Action Requested:	Authorize an agreement with and payment to Proquest for physical microfilm and digital microfilm for New York Times and Wall Street Journal - not to exceed \$15,178.80.		
Contract Number:	LIB-2018-00007300	Contract Term:	1/1/2019 To 12/31/2019

Background: To offer customers access to physical archived copies of the New York Times and Wall Street Journal, the library acquires microfilm. Additionally, ProQuest also offers digital access to the microfilm so that customers can search and have access to digital microfilm at the library and remotely.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00007300	\$15,178.80
<b>TOTAL:</b>							<b>\$15,178.80</b>

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

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

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

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

*Myr Guidice* 08.07.18 *Shirley A. McMaine* 8/10/2018  
 By Department Director DATE Approved as to form by City Attorney DATE

*[Signature]* 8/9/18  
 By Assistant City Manager DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186299

EFFECTIVE DATE

Jul 26, 2018

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

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

RECEIVED  
AUG - 1 AM 9:  
CITY SECRETAR  
DALLAS, TEXA

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

- 3. Is this expenditure related to a construction project?  Yes  No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
- 5. Is Form 1496 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Public Engines, Inc.	Vendor No.:	VS0000069102
Subject:	TipSoft v5 Online & WebTips Subscription	Department:	Communication & Information Services

Action Requested: Authorize an annual subscription to TipSoft online citizen crime tip submission portal.

Contract Number:	DSV-2018-00007084	Contract Term:	1/1/2019	To:	12/31/2019
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Background: TipSoft is an anonymous, user-friendly, and highly secured web-hosted application that provides the public with multiple means to submit tips regarding crime and suspicious activity directly to the Dallas Police Department (DPD). TipSoft provides citizens with SMS text, a mobile application, or online submission of tips. It further provides DPD with an online management application to securely receive, reply to, query on, disseminate, dispose of, and report in detail on all tips regardless of source.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1675		3099		CX DSV-2018-00007084	\$3,220.00
<b>TOTAL:</b>							<b>\$3,220.00</b>

Project No:	NA	Commodity Code:	95635	Financing:	Communication & Information Services - Current Funds Subject to Appropriations	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

William Finch  
William Finch (Jul 19, 2018)  
By Department Director      Jul 19, 2018      DATE

[Signature]  
Approved as to form by City Attorney      Jul 23, 2018      DATE

[Signature]  
By Assistant City Manager      Jul 26, 2018      DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186300

EFFECTIVE DATE

7/12/18  
CITY SECRETARY  
DALLAS, TEXAS  
JUL 10 2018  
PM 4:23  
RECEIVED

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

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

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

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

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

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

Vendor Name: SoundExchange, Inc Vendor No. VC14239

Subject: Music Royalty Fees Department: Office of Cultural Affairs / WRR-FM

Action Requested: WRR is requesting authorization to pay royalty fees to SoundExchange, Inc.  
Contract Number: OCA-2018-00006704 Contract Term: 1/1/2018 To 12/31/2018

Background: This AA will allow WRR-FM to continue to broadcast music licensed by SoundExchange Inc. Payment is request per the attached 2018 Annual Minimum Fee for Commercial CRB, Webcaster Statement of Account Form. This is a 1 year term and shall not exceed \$500.00

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0140	OCA	1067		3074	CX	OCA-2018-00006704	\$500.00
<b>TOTAL:</b>							<b>\$500.00</b>

Project No: Commodity Code: 91514 Financing: Current Year Municipal Radio Funds

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

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

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

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

Jennifer Scipio 7/12/18 DATE  
By Department Director

[Signature] 8/1/18 DATE  
Approved as to form by City Attorney

[Signature] 7/16/18 DATE  
By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186301

EFFECTIVE DATE

8/9/18 *Dr*

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

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

2019 AUG 13  
CITY OF DALLAS  
REC'D

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

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

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

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

Vendor Name: AWE Learning Vendor No. VC17380

Subject: Warranty and Upgrade Extension Department: Library

Action Requested: Authorize payment of a two (2) year warranty and upgrade extension, at a total of \$6,300.00.  
Contract Number: LIB-2018-00007299 Contract Term: 9/22/2018 To 9/22/2020

Background: AWE Learning provides computers for children with learning software and can be found in the Children's spaces of each Library location. Approval to process payment for extension of warranty on the 6 existing AWE units is requested. No work is performed on City property. Warranty provides replacements and upgrades via direct shipment.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0207	LIB	6280		3099		LIB-2018-00007299	\$6,300.00
<b>TOTAL:</b>							<b>\$6,300.00</b>

Project No: Commodity Code: Financing:

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

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

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

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

*Mr. Guadice* 08.08.18 *By Department Director* DATE *By City Attorney* 8/10/2018 DATE

*Jayant* 8/9/18 *By Assistant City Manager* DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186302

EFFECTIVE DATE

8/9/18  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 10 PM 3:53  
RECEIVED

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

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

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

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

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

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

Vendor Name:	Walter Lamb	Vendor No.	VS98253
Subject:	Plaza Playground Trash Can Design	Department:	Library

Action Requested:	Authorization to pay artist for trash can wrap designs as part of the Kaboom Play Everywhere grant program.		
Contract Number:	LIB-2018-00007286	Contract Term:	6/1/2018 To 8/31/2018

Background: Dallas Public Library received the Kaboom Play Everywhere grant to create a playful atmosphere at the Central Library front plaza. The library issued a call for design proposals on 5/17/18 seeking kid-friendly, educational concepts for trash can wraps. A four-person review panel selected an artist based on overall design, feasibility and adherence to the desired theme.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
P128	LIB	3584		3099		LIB-2018-00007286	\$1,000.00
<b>TOTAL:</b>							\$1,000.00

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

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

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

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

By Department Director: [Signature] 08.07.18 DATE

Approved as to form by City Attorney: [Signature] 8/10/2018 DATE

By Assistant City Manager: [Signature] 8/9/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

186303

### EFFECTIVE DATE

7/27/18

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

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

RECEIVED  
 2018 AUG 13 AM 9:18  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Urban Engineers Group, Inc. Vendor No. 511462

Subject: Northaven Trail Phase 1B Easement Acquisitions Field Notes Department: Park and Recreation

Action Requested: Authorize Supplemental Agreement No. 1 to Urban Engineers Group, Inc. for survey work to create Field Notes for temporary easement acquisitions per CAO requirements, thereby increasing the contract by \$5,200.00 from \$10,420.00 to \$15,620.00

: Engineering services.

Contract Number: PKR-2018-00004075 Contract Term: N/A To: N/A

Background: Supplemental #1 includes additional professional services for the creation of Field Notes for temporary construction easements to be acquired by the City as required by CAO. The original AA was for creation of Field Notes for only easements to be acquired by City for trail.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
2T22	PBW	W314	HIBT	4210	PB06W314	CX PKR-2018-00004075	5,200.00
<b>TOTAL:</b>							5,200.00

Project No: See Prgm Commodity Code: 57863 Financing: 2006 Bond Fund


Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	17-1255	11/9/2017	\$10,420.00	0	\$5,200.00	49.90%

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

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

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

 7-25-18  8-6-2018  
 By Department Director DATE Approved as to form by City Attorney DATE

 7/27/18  
 By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186304

EFFECTIVE DATE

08/10/2018 *AM*

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 5%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
AUG 13 AM 10:02  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name: MGT of America Consulting, LLC Vendor No.: VC17775

Subject: Fee study Department: Code Compliance Services

Action Requested: Authorization to pay invoice for professional service fee study.

Contract Number: CCS-2018-00007094 Contract Term: 7/12/2018 To 9/30/2018

Background: MGT of America Consulting LLC developed a comprehensive fee study for the annual permit fee for low and medium risk categories for food establishments.

FUND	DEPT	UNIT	AGTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CCS	4221		3070		CCCS-2018-00007094	\$1,025.68
<b>TOTAL:</b>							<b>\$1,025.68</b>

Project No.: Commodity Code: 91800 Financing:

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

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

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

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

*[Signature]* 7-25-18  
By Department Director DATE

*[Signature]* 8/13/2018  
Approved as to form by City Attorney DATE

*[Signature]* 8-10-18  
By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186305

EFFECTIVE DATE

Aug 7, 2018

2018 AUG 13 PM 1:04

CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

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

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

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

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

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

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

Vendor Name: Seattle Software Business, Inc. dba Orbus Software Vendor No. VS88381

Subject: iServer Modules and Services Department: Communication and Information Services

Action Requested: Authorize a twenty-four month agreement for the maintenance, hosting, and professional services for the continuous use of the Orbus iServer portal Enterprise Architecture software; pursuant to the terms and conditions under the U.S. General Services Administration (GSA) contract No. GS-35F-085CA.

Contract Number: DSV-2018-00006408 Contract Term: 6/7/2018 To 6/6/2020

Background: Orbus provides an Enterprise Architecture subscription that extends and enhances Microsoft products. The subscription allows access to the iServer Learning Center and knowledge base resources, importing of objects and data from a third party sources, upgrades to iServer software products, technical support, and maintenance releases related to applications utilized by the City.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1749		3099		CX DSV-2018-00006408	\$47,780.00
<b>TOTAL:</b>							<b>\$47,780.00</b>

Project No: Commodity Code: 92045 Financing: Communication & Information Services Current Funds (subject to annual appropriations)

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

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

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

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

*William Finch*

William Finch (May 4, 2018)  
By Department Director

May 4, 2018

DATE

*[Signature]*

Approved as to form by City Attorney

Aug 8, 2018

DATE

*[Signature]*

*[Signature]*

Aug 7, 2018

DATE

City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186306

EFFECTIVE DATE

Aug 13, 2018

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

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

2018 AUG 13  
 CITY SECRETARY  
 DALLAS TEXAS  
 REC'D

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

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

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

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

Vendor Name: SBC Global Services, Inc. dba AT&T Global Services Vendor No. VC16751

Subject: ECATS Software Implementation and Services Department: Communication and Information Services

Action Requested: Authorized Supplemental Agreement No.1 to amend the 911 System Acquisition Agreement to add Statement of Work to implement ECAT's tool for reporting and statistical information for 911 services.

Contract Number: POM-2017-00003902 Contract Term: 6/18/2018 To 10/31/2022

Background: In 2017, Council approved a contract for the purchasing of software and hardware and maintenance support to upgrade the 911 telephone system infrastructure. The amendment will allow installation and implementation of ECATS software tool to the City of Dallas 911 telephony system for Public Safety. Additionally, will allow for MIS, dashboard, texting, wireless and staffing reporting.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0191	DSV	2911		2731		CX POM-2017-00003902	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	17-1666	10/25/2017	\$2,907,945.57	\$0.00	\$0.00	0.00%

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

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

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

William Finch (May 31, 2018) DATE Barbara A. McAninch (Aug 13, 2018) DATE  
 By Department Director DATE Approved as to form by City Attorney BAMC DATE  
[Signature] (City Manager) DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186307

EFFECTIVE DATE

Aug 13, 2018

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

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

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 2018 AUG 13 PM  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Ericsson, Inc. Vendor No.: VS88446

Subject: Advanced Traffic Management System Department: Communication & Information Services

Action Requested: Authorize Supplemental Agreement 1 to the City's contract for an Advanced Traffic Management System (ATMS) to allow for a change to the bill of materials.

Contract Number: DSV-2017-00001902 Contract Term: 7/1/2018 To: 9/11/2022

Background: The Advanced Traffic Management System allows the Streets Department to livestream thoroughfares and other system information on a video wall. The original video wall receiver only allowed for 2 outputs under the current bill of materials as outlined in the contract, which has proven to be insufficient. This \$0 cost change in equipment will allow for increased outputs to support the current video wall placement and future expansion and/or upgrades.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE	AMOUNT
						DSV-2017-00001902	\$0.00
TOTAL:							\$ 0.00

Project No.: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: Capital Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	17-1334	8/23/2017	\$9,876,527.74	\$0.00	\$0.00	0.00%

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

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

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

William Finch, Jul 18, 2018, By Department Director  
 [Signature], Aug 13, 2018, Approved as to form by City Attorney  
 [Signature], Aug 13, 2018, By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186308

EFFECTIVE DATE

7/25/18

CITY SECRETARY  
DALLAS, TEXAS

AUG 13 PM 1:04

RECEIVED

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

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

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

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

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

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

Vendor Name: Ashley R. Tate Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10657 Contract Term: To

Background: Ms. Tate was approved for \$69,656.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

*[Signature]*  
By Department Director

7/25/18  
DATE

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

7/30/18  
DATE

*[Signature]*  
By Assistant City Manager

7/25/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186309

EFFECTIVE DATE

7/25/18

CITY SECRETARY  
DALLAS, TEXAS

2018 AUG 13 PM 1:05

RECEIVED

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

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

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

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

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

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

Vendor Name:	Ana & Carlos Orozco	Vendor No.	n/a
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Subject:	Dallas Homebuyer Assistance (DHAP)	Department:	HOU
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Action Requested:	Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)		
	Contract Number: 10647	Contract Term:	To

**Background:** Mr. and Mrs. Orozco were approved for \$61,297.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No:	n/a	Commodity Code:	n/a	Financing:	n/a
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

*[Signature]* 7/24/18  
By Department Director DATE

*[Signature]* 7/26/18  
Approved as to form by City Attorney DATE

*[Signature]*  
By Assistant City Manager

7/25/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186310

EFFECTIVE DATE

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CITY SECRETARY  
DALLAS, TEXAS  
AUG 13 PM 1:05

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

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

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

- 3. Is this expenditure related to a construction project?  Yes  No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Jamie Lamiko Johnson	Vendor No.	n/a
Subject:	Dallas Homebuyer Assistance (DHAP)	Department:	HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number:	10656	Contract Term:		To	
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Background: Ms. Johnson was approved for \$52,124.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No:	n/a	Commodity Code:	n/a	Financing:	n/a	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director 7/18/18 DATE

Approved as to form by City Attorney 8/6/18 DATE

By Assistant City Manager 7-19-18 DATE

M/S DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186311

EFFECTIVE DATE

8/1/18

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

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

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 21 AUG 13 PM 1:51  
 CITY SECRETAR'S  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Adrian M. Hall & James Hall Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10683 Contract Term: To

Background: Mrs. & Mr. Hall were approved for \$17,000.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

*[Signature]*  
By Department Director DATE 7/31/18

*[Signature]*  
Approved as to form by City Attorney DATE 8/9/18

*[Signature]*  
By Assistant City Manager DATE 8/1/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186312

EFFECTIVE DATE

7/30/18

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

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

RECEIVED  
 218 AUG 13 PM 1:08  
 CITY SECRETAR  
 DALLAS, TEXA

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

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

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

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

Vendor Name: Yonatan C. Juarez & Perla Lopez Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10652 Contract Term: To

Background: Yonatan C. Juarez & Perla Lopez were approved for \$28,931.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

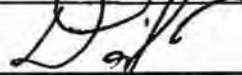
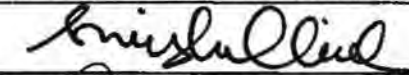
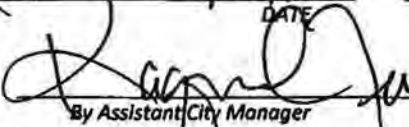
Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

 By Department Director  
 Approved as to form by City Attorney  
 By Assistant City Manager

7/27/18 DATE  
 7/30/18 DATE  
 8/9/18 DATE  
 SC



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186313

EFFECTIVE DATE

7/30/18

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 13 PM 1:06

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

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

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

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

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

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

Vendor Name:	Ranferi Hernandez & Rocio Perez Alfaro	Vendor No.:	n/a
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Subject:	Dallas Homebuyer Assistance (DHAP)	Department:	HOU
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Action Requested:	Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)		
	Contract Number:	10645	Contract Term: To

Background: Mr. Hernandez and Ms. Perez Alfaro were approved for \$12,600.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No.:	n/a	Commodity Code:	n/a	Financing:	n/a
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

*[Signature]* 7/27/18  
By Department Director

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

8/9/18  
SC  
DATE

*[Signature]* 7/30/18  
By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186314

EFFECTIVE DATE

7/25/18

CITY SECRETARY  
DALLAS, TEXAS  
AUG 13 PM 1:06

RECEIVED

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

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

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

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

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

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

Vendor Name: Wendy D. Simon Vendor No. n/a

Subject: Dallas Homebuyer Assistance (DHAP) Department: HOU

Action Requested: Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)

Contract Number: 10665 Contract Term: To

Background: Ms. Wendy D. Simon was approved for \$61,736.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No:	n/a	Commodity Code:	n/a	Financing:	n/a	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director 7/25/18 DATE

Approved as to form by City Attorney 8/1/18 DATE

By Assistant City Manager 7/25/18 DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186315

EFFECTIVE DATE

RECEIVED  
AUG 18 PM 1:06  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name:	Rayshonder B. Christian	Vendor No.	n/a
Subject:	Dallas Homebuyer Assistance (DHAP)	Department:	HOU

Action Requested:	Execution of City of Dallas Homebuyer Written Agreements (HOME/CDBG)		
Contract Number:	10677	Contract Term:	To

Background: Ms. Christian was approved for \$89,111.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							

Project No:	n/a	Commodity Code:	n/a	Financing:	n/a	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

*[Signature]*  
By Department Director  
8/7/18  
DATE

*[Signature]*  
Approved as to form by City Attorney  
8/10/18  
DATE

*[Signature]*  
By Assistant City Manager  
8/8/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186316

EFFECTIVE DATE

8/9/18

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 35%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2018 AUG 13 PM  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

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

3. Is this expenditure related to a construction project?

Yes  No

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

Yes  No

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

Yes  No

Vendor Name: Value Line Publishing LLC. Vendor No. VS98377

Subject: Value Line Pro Research Center Department: Library

Action Requested: Authorize an agreement and payment to Value Line Publishing LLC for Value Line pro Research Center online database. \$9,995.00

Contract Number: LIB-2018-00007290 Contract Term: 10/1/2018 To 10/1/2019

Background: Value Line Pro Research Center is an online database that will provide access to financial investment research tools covering 3,500 publicly traded companies, across 100+ industries, as well as every U.S. Exchange Traded Fund, 20,000+ mutual funds, and 200,000+ stock option contracts. This service will be provided 24/7, can be accessed remotely, and will replace the current print subscription.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00007290	\$9,995.00
<b>TOTAL:</b>							

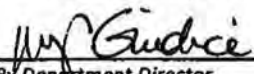

Project No: Commodity Code: Financing:

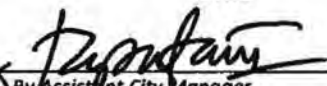
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
						%

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

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

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

 08.07.18 DATE  
 8/13/2018 DATE  
 Approved as to form by City Attorney

 8/9/18 DATE  
 Assistant City Manager



# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11)  
for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

# 186317

### EFFECTIVE DATE

08/10/2018 *AM*

RECEIVED  
2018 AUG 13 PM 2:00  
CITY SECRETARY  
DALLAS, TEXAS

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

a. Low bid contracts of not more than \$70,000

b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)

c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.

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

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

f. Other (explain on attachment)

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

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

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

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

<b>Vendor Name:</b>	Biggs & Mathews Environmental <i>BME</i>	<b>Vendor No.:</b>	501084					
<b>Subject:</b>	Industry Expert Services	<b>Department:</b>	Department of Sanitation Services					
<b>Action Requested:</b>	Authorize a Professional Services contract with Biggs & Mathews Environmental to provide Industry Expert services to the City of Dallas related to a Breach of Contract notice from Dallas Clean Energy McCommas Bluff, LLC (DCEM) at the McCommas Bluff Landfill							
	<b>Contract Number:</b>	<i>SAN-2018-00007325</i>	<b>Contract Term:</b>	8/1/2018	To 8/30/2019			
<b>Background:</b>	The City of Dallas is in receipt of DCEMB's notice to initiate the breach of lease claim to mediation. The services of Biggs & Mathews Environmental (BME) will be to serve as industry experts and guide the City in preparing for mediation as well as provide Expert witness testimony if needed. BME will complete any studies or investigations necessary at the site to determine the validity of the claims of DCEMB.							
<b>Funding:</b>	<b>FUND</b>	<b>DEPT</b>	<b>UNIT</b>	<b>ACTV</b>	<b>OBJ</b>	<b>PROGRAM</b>	<b>ENCUMBRANCE</b>	<b>AMOUNT</b>
	0440	SAN	3592		3070		<i>SAN-2018-00007325</i>	\$49,500.00
	<b>TOTAL:</b>							\$49,500.00
<b>Project No.:</b>		<b>Commodity Code:</b>		<b>Financing:</b>				
<b>Change Order No.</b>	<b>Original CR/AA No.</b>	<b>Original CR/AA Date</b>	<b>Original CR/AA Amount</b>	<b>Total Previous Change Orders</b>	<b>Change Amount Including this Order</b>	<b>Total Change Order Percentage</b>		
						%		

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

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

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

*[Signature]* **By Department Director**      *[Signature]* **By City Attorney**      *[Signature]* **By City Manager**

*8-8-18*      *8/13/2018*      *8/10/18*

DATE      DATE      DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186318

EFFECTIVE DATE

7/20/18 *AK*

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2018 AUG 13 PM 2  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

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

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

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

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

Vendor Name:	Mustang Sports Properties	Vendor No.:	VC18698
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Subject:	SMU/ DWU Partnership	Department:	DWU
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Action Requested: Review of drafted contract between Mustang Sports Properties (SMU) and the City of Dallas, DWU Conservation Management.

Contract Number:	DWU-2018-00006942	Contract Term:	7/1/2018	To	06/30/2019
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Background: This contract is presented for consideration as a partnership between Mustang Sports Properties (Southern Methodist University) and Dallas Water Utilities in an effort to promote DWU Water Conservation messaging and goals to a portion of the City's potential high water users. This partnership will include the following high-level collaborations:  
 -Presenting partner of the Weather Bug on SMUMustangs.com *(See additional background attached)*

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7140		3320			13,875.00
<b>TOTAL:</b>							13,875.00

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

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

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

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

*AK*  
 By Department Director *[Signature]* DATE *7/16/18*  
 Approved as to form by City Attorney *[Signature]* DATE *7/20/18*  
 By Assistant City Manager *[Signature]* DATE *7/20/18*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186319

EFFECTIVE DATE

## MAR 6 2018

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

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

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

3. Is this expenditure related to a construction project?

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

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

Vendor Name: Society of European Songwriters, Authors & Composers ("SESAC") Vendor No. 265827

Subject: Broadcasting Music License Royalty Fees Department: Office of Cultural Affairs WRR-FM

Action Requested: WRR is requesting approval to sign the new settlement agreement with SESAC. WRR previously had AA175568 effective date on 02/27/17 to pay monthly invoices. SESAC and Radio Music License Committee ("RMLC") was still negotiating a new agreement. August 2017, SESAC, come to an agreement with RMLC to discontinued invoicing the station (WRR) until an agreement was approved. Settlement agreement was approved on 01/19/18 between SESAC and RMLC.

Contract Number: OCA-2018-00005341 Contract Term: 1/1/2016 To 12/31/2018

Background: These improved SESAC license terms are only available to stations that initially authorized the RMLC to represent them in negotiations and arbitration against SESAC for the license term of January 1, 2016 through December 31, 2018 and which maintained their eligible status throughout that process. Eligible stations must sign and return the appropriate license forms to SESAC by March 26, 2018 in order to receive the full benefits of the RMLC's efforts negotiating and arbitrating on the station (WRR) behalf.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0140	OCA	1067		3074		OCA-2018-00005341	\$10,576.50
<b>TOTAL:</b>							<b>\$10,576.50</b>

Project No: Commodity Code: 91514 Financing: Current Year Municipal Radio Funds

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

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

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

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

*Jennifer Scipio* 2/28/18  
 Department Director DATE  
*Don Knight*

*Don Knight* 6-7-18  
 Approved as to form by City Attorney DATE  
 2-6-18

SUPPLEMENTAL AGREEMENT REQU



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186320

EFFECTIVE DATE

5-17-18

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

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

RECEIVED  
 AUG 13 PM 3:10  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name:	Dallas Sports Alliance LLC dba Oak Cliff Sports Group	Vendor No.:	VS0000075674
Subject:	Sports Officials - Service Contract	Department:	Park and Recreation Department

Action Requested: Authorize the extension of the service contract BY1403 sports officials for one year under the same terms and conditions.

Contract Number:	PKR-2017-00001956	Contract Term:	5/13/2018	To	5/12/2019
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Background: On May 14, 2014, Dallas City Council awarded a three year service contract with Dallas Sports Alliance LLC dba Oak Cliff Sports Group for sports officials in the amount of \$219,450.00 by Resolution #14-0736 from solicitation BY1403. On May 24, 2017, Administrative Action 17-6077 extended the services for one year. This extension will allow for the continued services with the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00001956	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No.:	Commodity Code:	Financing:				
Change Order No.:	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	14-0736	5/14/2014	\$1,282,592.80	\$0.00	\$0.00	0.00%

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

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

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

J.S. [Signature] 5-14-18 [Signature] Attested by: [Signature] 06-11-2018  
 By Department Director DATE Approved on form by City Attorney DATE  
 Robert Abtani, President 05/17/18 [Signature] Secretary  
 Park and Recreation Board Park and Recreation Board  
 ORIGINAL - City Secretary REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186321

EFFECTIVE DATE

# 7-19-18

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

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

RECEIVED  
 2018 AUG 13 PM 3:44  
 CITY SECRETARY  
 DALLAS, TEXAS

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

3. Is this expenditure related to a construction project?

Yes  No

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

Yes  No

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

Yes  No

Vendor Name: **Herc Rentals** Vendor No. **146874**

Subject: **Extension of Rental of 135' Boom Lift at Fair Park** Department: **Park and Recreation - Fair Park**

Action Requested: Authorize an amendment of \$16,200.00 for Herc Rentals. The vendor provided an extension of the rental of a 135' Boom Lift to repair lighting and roof leaks in the Coliseum Building for public safety. This extension of rental agreement was due to expansion of the scope of work (services rendered). Contact Jason Maestas (214) 670-8698.

Contract Number: **CX-PKR-2018-00005105** Contract Term: **6/22/2018** To **9/30/2018**

Background: Electrical and roof leak repairs in the Coliseum required rental of 135' Boom Lift to reach lighting and wiring in the recessed alcoves of the roof. The City did not have a 135' boom lift on price agreement in the EBS Outside Rentals Master Agreement. Herc Rentals extended cooperative pricing through the US Communities Cooperative.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5207		3060		CX-PKR-2018-00005105	\$16,200.00
<b>TOTAL:</b>							<b>\$16,200.00</b>

Project No: \_\_\_\_\_ Commodity Code: **97500** Financing: **Current Year**

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

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

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

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

*Wini Wini* 7-18-18  
 By Department Director DATE

*OPM* 08-06-2018  
 Approved by City Attorney DATE

*Robert Abtani*  
 Robert Abtani, President  
 Park and Recreation Board

*Jayant*  
 By Assistant City Manager

7/19/18  
 DATE

*Signature*

ORIGINAL - City Secretary



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186322

EFFECTIVE DATE

7-19-18

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

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

RECEIVED  
 2018 AUG 13 PM 3:55  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Dallas Key Magazine Vendor No. 263487

Subject: Advertising and promotion for Fair Park Department: Park and Recreation Department

Action Requested: Authorize an encumbrance of \$1,500.00 for Dallas Key Magazine. The vendor provided advertising promoting Fair Park amenities for 12-months of full page color Fair Park map insertion, with a complimentary front cover exposure and complimentary two editorial pages (services rendered). Contact: Andrea Hawkins (214) 670-4678

Contract Number: PKR-2018-00006787 Contract Term: 6/7/2018 To 9/30/2018

Background: Key Magazine is a leading travel publication in the tourism information industry, a position that has been enhanced by a growing online presence. Key and Key Affiliates distribute more than 2.1 million copies each month. Advertising Bidding exemption - Chapter 252.022 Gen. Exemption (Sec. 16) <sup>Local</sup> State Government Code

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0G43	PKR	6155		3320		PKR-2018-00006787	\$1,500.00
<b>TOTAL:</b>							\$1,500.00

Project No: 0G43-18-6155-001 Commodity Code: 91571 Financing: Multi-Year Trust Fund

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

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

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

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

*[Signature]* 7.18.18  
 By Department Director DATE

*[Signature]* 08-06-18  
 Approved as to form by City Attorney DATE

*[Signature]*  
 Robert Abtah President  
*[Signature]*  
 By Assistant City Manager

7/19/18  
 DATE  
*[Signature]*





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186323

EFFECTIVE DATE

5-17-18

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 13 PM 3:42

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

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

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

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

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

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

Vendor Name: Dallas Softball Umpires Association, Inc. Vendor No. VS0000061955

Subject: Sports Officials Department: Park and Recreation Department

Action Requested: Authorize the extension of the service contract BY1403 Sports Officials for one (1) year under the same terms and conditions.

Contract Number: PKR-2017-00001958 Contract Term: 5/13/2018 To 5/12/2019

Background: On May 14, 2014, Dallas City Council awarded a three year service contract with Dallas Softball Umpires Association, Inc. (VS0000061955) for sports officials in the amount of \$494,892.80 by Resolution #14-0736 from solicitation BY1403. On May 24, 2017, Administrative Action 17-6076 extended the services for one (1) year. This extension will allow for the continued services with the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2017-00001958	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: Commodity Code: 96168 Financing: Current Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	14-0736	5/14/2014	\$1,282,592.80	\$0.00	\$0.00	0.00%

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

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

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

*[Signature]* 5-15-18  
By Department Director DATE

*[Signature]* 5-30-18  
Attested by: DATE

Robert Abtahi, President  
Park and Recreation Board

*[Signature]*  
By Assistant City Manager

5-17-18  
Approved as to form by City Attorney DATE

*[Signature]*  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

## ADMINISTRATIVE ACTION

186324

### EFFECTIVE DATE

7-26-18

RECEIVED  
2810 AUG 13 PM 4:10  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name: Medixcar LLC Vendor No. VC18649

Subject: Senior Medical Transportation Services Department: Office of Community Care

Action Requested: Approval of Administrative Action for a Supplemental Agreement to extend the contract term for two months and increase the funds.

Contract Number: MGT-2018-00006446 Contract Term: 8/1/2018 To 9/30/2018

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

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	MGT	4297		3070		MADCTTRANS2	\$2,200.00
<b>TOTAL:</b>							<b>\$2,200.00</b>

Project No:	.00	Commodity Code:		Financing:		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	185806	5/10/2018				%

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

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

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

By Department Director: DATE: 7/18/18

Approved as to form by City Attorney: DATE: 7/26/2018

By Assistant City Manager:



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186342

EFFECTIVE DATE

7/27/18

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

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

RECEIVED  
2018 AUG 13 PM 4:00  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name: Teatro Hispano de Dallas Vendor No. 243541

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Teatro Hispano de Dallas to present ten (10) half-day arts activities that will include theatre, visual art, music, and movement for elementary and school aged participants. Culminating event will take place on last day of camp August 2018. Presentation is in conjunction with the OCCC's Arts Camp series. Presentations will be completed no later than 8/27/2018.

Contract Number: OCA-2018-00007064 Contract Term: 8/22/2018 To 8/27/2018

Background: Teatro Hispano de Dallas was selected to perform services at the Oak Cliff Cultural Center because of its artistic background. The fee for this service will not exceed \$1,500.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$1,500.00 within fifteen (15) working days from receipt of Consultant's invoice. An invoice will be submitted upon completion of each service. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	1299	CAOZ	3089		OCA-2018-00007064	\$1,500.00
<b>TOTAL:</b>							

Project No. Commodity Code: 96104 Financing: Current Fund

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

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

Contract Amount by Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$ 1500.00	\$	\$	

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

*Cristina L. Lopez* 7/25/2018  
By Department Director DATE

*MIPS* 8/10/18  
Approved as to form by City Attorney DATE

*[Signature]* 7/27/18  
By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186343

EFFECTIVE DATE

8-9-18 *DM*

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

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

RECEIVED  
 215 AUG 14 AM 11:00  
 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Herco Equipment Company, Inc. Vendor No. 930853

Subject: Brush Truck Repair Department: Equipment and Building Services (EBS)

Action Requested: Dismantle, diagnose and repair the winch on Unit # 037017 and Unit # 057018, Sanitation Brush Trucks. This action meets the requirements in AD 4-5 10.5.2 Emergency Procurement D2.

Contract Number: EBS-2018-00007120 Contract Term: 07/24/2018 To 9/30/2018

Background: Units 037017 and 057018 are brush trucks assigned to the Southwest Service Center at 2411 Valleria. The units are used by the Sanitation Department. The winch on both of the trucks are not working and both units are down for service. The repairs for both units are not covered by master agreement. In order to diagnose the issues, both units had to be dismantled resulting in a single bid.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0196	INV	1927		2998		CX-EBS-2018-00007120	\$1,983.59
0196	INV	1927		2998		CX-EBS-2018-00007120	\$1,983.59
<b>TOTAL:</b>							<b>\$3,967.18</b>

Project No: Commodity Code: 92849 Financing: Current

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

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

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

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

*EJC*  
By Department Director

8/6/2018  
DATE

*BR J McShane*  
Approved as to form by City Attorney  
8/14/2018  
DATE

*J. [Signature]*  
By Assistant City Manager

8/9/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186344

EFFECTIVE DATE

7/20/18 *AK*

RECEIVED  
CITY SECRETARY'S  
DALLAS, TEXAS  
AUG 14 PM 3:55

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

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

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

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

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

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

Vendor Name:	Hach Company	Vendor No.	029911
Subject:	Elm Fork Ammonia Monochloramine Analyzer Service Agreement	Department:	Dallas Water Utilities

Action Requested: The Elm Fork Water Treatment Plant is requesting the awarded vendor to provide: quarterly preventive maintenance service; repairs or service, including parts, labor, and travel expenses, necessary to maintain the proper operation of the ammonia monochloramine analyzer.

Contract Number: DWU-2018-0007091 Contract Term: 6/15/2018 To 6/14/2018

Background: The Elm Fork Water Treatment Plant, as required by the Texas Commission On Environmental Quality, TCEQ, monitors ammonia/monochloramine levels to maintain disinfection levels. This service plan to the ammonia monochloramine analyzer instruments will provide maintenance and repairs to ensure accurate results

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
100	DWU	7242	642C	3110		DWU-2018-0007091	549,906.00
TOTAL:							849,906.00

Project No:	Commodity Code:	93862	Financing:			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

By Department Director *[Signature]*

7/18/18 DATE

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

DATE

By Assistant City Manager *[Signature]*

7/20/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186345

EFFECTIVE DATE

8/2/18

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 14 PM 4:09

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

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

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

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

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

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

Vendor Name: Greenscape Pump Services, Inc. Vendor No: 255113

Subject: Care and Maintenance of Spirit of Flight Fountain at Dallas Love Field Department: AVI

Action Requested: Authorize Administrative Agreement for vendor to provide care and maintenance for AVI's Spirit of Flight Fountain. Authorize 2 year agreement with amount not to exceed \$39,312.00

Contract Number: AVI-2018-00007258 Contract Term: 8/29/2018 To 7/30/2020

Background: Vendor will provide care and maintenance for the Spirit of Flight Fountain as described in the scope of work and proposal presented. Care and maintenance is to be done on a weekly basis. Service was bid out by purchasing with reference Bid#B310997.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7741	AV23	3110		AVI-2018-00007258	\$39,312.00
<b>TOTAL:</b>							<b>\$39,312.00</b>

Project No: Commodity Code: 92597 Financing: FY2018 Operating Funds

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

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

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

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

*[Signature]*  
By Department Director

8/1/18  
*[Signature]*  
Approved as to form by City Attorney

8/14/18  
DATE

*[Signature]*  
By Assistant City Manager  
8/2/2018  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186346

EFFECTIVE DATE

July 27, 2018

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

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

2:11 AUG 14 PM 4:18  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

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

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

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

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

Vendor Name: **DNAWORKS LLC** Vendor No. **VC18925**

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

**Action Requested:** Authorization is requested to procure the services of DNA Works LLC to produce (3) three performances of the play HOLLOW ROOTS for South Dallas Cultural Center September 7 and 8 at 7:30pm, and a 2pm performance on Sept 8. HOLLOW ROOTS, is a one-woman play, performed to live cello music, and accompanied by a videoscape. Every performance includes a community dialogue following this one-hour play (total length of the evening is around 90 minutes).

Contract Number: **OCA-2018-00006982** Contract Term: **8/1/2018** To **9/8/2018**

**Background:** DNAWORKS is an arts and service organization committed to dialogue and healing through the arts. DNA works is dedicated to furthering artistic expression and dialogue, focusing on issues of identity, culture, class, and heritage. The all-inclusive fee for this service will not exceed two thousand five hundred dollars (\$2500.00). Consultant understands that the City of Dallas will pay for services as follows: one installment of \$1,250.00 within thirty days of execution of contract, approval of administrative action and completion of deliverable 1, and a second installment of \$1,250.00 within 30 days of completion of service and receipt of final invoice.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		OCA-2018-00006982	\$2,500
<b>TOTAL:</b>							<b>\$2,500</b>

Project No: \_\_\_\_\_ Commodity Code: **96207** Financing: **General Funds**

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

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

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

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

By Department Director

**Jul 27, 2018**  
 DATE

Approved as to form by City Attorney

**Aug 14, 2018**  
 DATE

By Assistant City Manager

**Jul 27, 2018**  
 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186347

EFFECTIVE DATE

August 14, 2018

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

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

RECEIVED  
 2018 AUG 16 AM 8:30  
 CITY SECRETARY  
 DALLAS, TEXAS

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

3. Is this expenditure related to a construction project?  Yes  No
4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	SARA ELLIS CARDONA	Vendor No.	519188
Subject:	Artist Services - BHCC	Department:	OFFICE OF CULTURAL AFFAIRS

**Action Requested:** Authorization is requested to procure the services of Sara Ellis Cardona to display her artwork in an exhibition titled "Spatial," at the Bath House Cultural Center, September 1-29, 2018. The exhibition will also include the works of other artists invited and selected by the Consultant.

Contract Number:	OCA-2018-00007241	Contract Term:	9/1/2018	To	9/29/2018
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**Background:** Ms. Cardona is a Dallas artist, art curator, and professor. She has a BA and a MFA degree and is currently a PhD of Aesthetic Studies candidate at the University of Texas at Dallas. A Contract for Cultural Services, a Cultural Services Scope of Work, and a Risk Assessment Review are attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4833	CA02	3089		CX OCA-2018-00007241	\$1,000.00
<b>TOTAL:</b>							<b>\$1,000.00</b>

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

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

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

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

*Jennifer Scripps*  
 Jennifer Scripps (817) 251-2411  
 By Department Director

Aug 14, 2018  
 DATE

*Heather Silver*  
 Heather Silver (469) 261-2022  
 Approved as to form by City Attorney

Aug 14, 2018  
 DATE

*Joyce*  
 Joyce (817) 251-2411  
 By Assistant City Manager

Aug 14, 2018  
 DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186348

EFFECTIVE DATE

Aug 15, 2018

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
2018 AUG 15 AM 11:00  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name: GTS Technology Solutions, Inc. Vendor No: 263234

Subject: Surveillance Camera Maintenance and Services Department: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No.9 to amend the contract to attach Scope of Work with GTS for sprouts camera surveillance maintenance and support services for Dallas Animal Services.  
Contract Number: POM-2016-00001550 Contract Term: 8/15/2018 To 4/30/2021

Background: In 2009, Council approved a master agreement for the lease or purchase of all types of computer and computer related equipment and accessories. The cameras were purchased through the use of the current Master Agreement, Delivery Order 6079764. This action would authorize the adoption of maintenance and support for the purchased cameras.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DAS	3476		3110		MA-BGZ0805	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: Commodity Code: 20400 Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
9	09-0453	2/11/2009	\$31,240,547.00	\$11,149,989.00	\$0.00	35%

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

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

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

William Finch  
William Finch (Aug 2, 2018)  
By Department Director DATE

[Signature]  
Approved as to form by City Attorney A.H. DATE

[Signature]  
By Assistant City Manager DATE

Aug 15, 2018  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186349

EFFECTIVE DATE

8-6-18

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

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

RECEIVED  
AUG 15 PM 2:5  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

Vendor Name:	CTE Holding, LLC dba Custom Truck One Source	Vendor No.:	VS89382
Subject:	Roto Boom #093059 Emergency Repair	Department:	Equipment and Building Services (EBS)

Action Requested: To process an Administrative Action for the emergency repair of Roto Boom #093059.

Contract Number:	EBS-2018-00007056	Contract Term:	7/11/2018	To:	9/30/2018
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Background: Roto Boom #093059 is assigned to Southeast Service Center at 2761 Municipal. The unit was delivered to Custom Truck One Source for emergency repair of the support leg that was stuck in the down position, creating a safety issue to City employees. For the vendor to diagnose the issues, the unit had to be dismantled resulting in a single bid. This action is covered under AD 4-5 10.5.2 Emergency Procurement D2.

Funding:	FUND	DEPT	UNIT	AGTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0196	EBS	1705		3110		CX-EBS-2018-00007056
<b>TOTAL:</b>								<b>\$47,986.80</b>

Project No:	Commodity Code:	54500	Financing:	Current Funds		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

*[Signature]*  
By Department Director

8/2/2018  
DATE

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

8/13/18  
DATE

*[Signature]*  
By Assistant City Manager

8-6-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186350

EFFECTIVE DATE

8-6-18

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

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

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

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

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

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

Vendor Name: Kinloch Equipment & Supply, Inc. Vendor No. 504975

Subject: Robot Boom #093088 Emergency Repair Department: Equipment and Building Services (EBS)

Action Requested: To process an Administrative Action for the emergency repair of Roto Boom #093088.

Contract Number: EBS-2018-00007059 Contract Term: 7/13/2018 To 9/30/2018

Background: Roto Boom #093088 is assigned to Southeast Service Center at 2761 Municipal. The unit was delivered to Kinloch Equipment & Supply for emergency repair of the support leg that was stuck in the down position, creating a safety issue to City employees. For the vendor to diagnose the issues, the unit had to be dismantled resulting in a single bid. This action is covered under AD 4-5 10.5.2 Emergency Procurement D2.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0196	EBS	1705		3110		CX-EBS-2018-00007059	\$8,115.81
<b>TOTAL:</b>							<b>\$8,115.81</b>

Project No: Commodity Code: 54500 Financing: Current Funds

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

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

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

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

By Department Director

8/2/2018  
DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager 8-6-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186351

EFFECTIVE DATE

7/27/18

CITY SECRETARY  
DALLAS, TEXAS

2018 AUG 15 PM 5:17

RECEIVED

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

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

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

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

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

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

Vendor Name: eCIFM Solutions Vendor No. VS0000084199

Subject: Tririga Project Management Software System Department: Public Works

Action Requested: ~~Supplemental Agreement at Consulting Service Contract~~ to provide critical training and support for existing project management software system known as Tririga.

Contract Number: POM-2016-00000442 Contract Term: 8/1/2018 To 8/1/2019

Background: In 2016 Communications and Information Services Department contracted with eCIFM, a third party contractor to configure a new IBM Software system known as TRIRIGA that is to be used as the City's capital project management system. Training is needed for Project Managers, Program Managers Financial Managers and System Administrators that will utilize this solution. CIS and Office of Bond Program staff seek to contract with eCIFM to provide training for staff mentioned above.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
8P22	PBW	P938	PB07	3070			\$48,890.00
<b>TOTAL:</b>							\$48,890.00

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	16-1047	June 22, 2016	\$549,125.00	\$48,925.00	\$97,815.00	17%

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

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

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

By Department Director [Signature] 7/27/18 DATE Approved as to form by City Attorney [Signature] 8/6/18 DATE

[Signature] 7/27/18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186352

EFFECTIVE DATE

8-13-18 *OK*

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 3%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 15 PM 3  
 CITY SECRETAR  
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Chad E. Ellis dba Ace's Overhead Door      Vendor No. VC18752

Subject: Replace and Install Overhead Doors      Department: SAN

Action Requested: Authorize a service contract with Ace's Overhead Doors to start in the amount of \$2,100.00 to repair the overhead doors at Equipment Building Services (EBS) SW Service Center - 2411 Valleria Drive.

Contract Number: SAN-2018-00005833      Contract Term: 8/20/2018 To 9/20/2018

Background: This action will authorize Sanitation Services to pay for repairs to two (2) overhead doors at EBS 2411 Valleria Drive that were damaged on April 20, 2018 by a fleet vehicle.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3512	SS03	3210		SAN-2018-00005833	\$2,100.00
<b>TOTAL:</b>							<b>\$2,100.00</b>

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

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

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

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

*[Signature]* 8-9-18      DATE      *[Signature]* 8/15/2018      DATE  
 By Department Director      Approved as to form by City Attorney

*[Signature]* 8-13-18      DATE  
 By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186353

EFFECTIVE DATE

Aug 15, 2018

2018 AUG 16 PM 12:56  
CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
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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 (explain on attachment)

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

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

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

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

Vendor Name:	HLP, Inc	Vendor No.	500744
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Subject:	Software Tuning and Training	Department:	Dallas Animal Services
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Action Requested: Authorize contract with HLP, to provide Chameleon training for Dallas Animal Services employees

Contract Number:	DAS-2018-00007085	Contract Term:	8/22/2018	To	9/21/2018
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Background: Chameleon is the database used to keep records for Dallas Animal Services such as animal inventory, medical and adoption records. With new management and numerous projects in the works, the the training will be useful in increasing the functionality and usability of the database for staff.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DAS	3476	CC03	3364		DAS-2018-00007085	\$4,500.00
<b>TOTAL:</b>							<b>\$4,500.00</b>

Project No:	Commodity Code:	92045	Financing:
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

Edward Jamison (Aug 15, 2018)  
By Department Director

Aug 15, 2018  
DATE

Approved as to form by City Attorney

Aug 15, 2018  
DATE

By Assistant City Manager

Aug 15, 2018  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186354

EFFECTIVE DATE

Aug 9, 2018

RECEIVED  
AUG 16 PM 2:05  
CITY SECRETARY  
DALLAS, TEXAS

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

- a. Low bid contracts of not more than \$70,000
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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 (explain on attachment)

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

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

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

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

Vendor Name: FM Global Vendor No. NA

Subject: Accepting the Grant Department: Dallas Fire-Rescue

Action Requested: Authorization to accept the grant and appropriate the funds in the amount of \$5,645 from FM Global Foundation. Funds will be expensed according to the awarded grant budget.

Contract Number: NA Contract Term: To

Background: In February 2018, The City was presented with the opportunity to apply for the grant for the purpose of improving fire prevention services (see attached application). Fire Chief has been notified of the award per the attached June 20, 2018 letter. This action requesting for acceptance and appropriation of the grant is based on AD 2-19 section 5.5 - no cash match and no grant agreement required.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0230	DFD	1400		8411			\$5,645.00
<b>TOTAL:</b>							<b>\$5,645.00</b>


Project No. .00 Commodity Code: Financing:

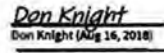
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%


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

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

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

 Jon Fortune **Aug 8, 2018**  
 By Department Director DATE

 Don Knight **Aug 16, 2018**  
 Approved as to form by City Attorney DATE

 Jon Fortune **Aug 9, 2018**  
 By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186355

EFFECTIVE DATE

7-19-18

CITY SECRETARY  
DALLAS, TEXAS

AUG 16 PM 2:05

RECEIVED

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

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

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

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

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

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

Vendor Name: Johnson Equipment Co. Vendor No. 092513

Subject: Fire Stations Door Repair Service Department: Dallas Fire-Rescue

Action Requested: Authorize the payment of invoices in the amount of \$5,085 and \$6,612.25 for future emergency repairs.

Contract Number: DFD-2018-00005347 Contract Term: To

Background: The repair services for the doors at station #37 and #32 was required immediately for the entry and exit of the Fire Apparatus. Johnson Equipment Co. is the only authorized vendor by the door manufacturer to do the repairs. Solicitation is underway with OPS for a master agreement targeted for September Council Agenda.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	MA01	DF08	3210			\$5,085.00
0001	DFD	MA01	DF08	3210			\$6,609.38
<b>TOTAL:</b>							<b>\$11,694.38</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
	18-5420	2/22/2018	\$38,302.75		\$49,997.13	%

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

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

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

*David Coody*  
By Department Director

7/19/18  
DATE

*Don Knight*  
Approved as to form by City Attorney

8/16/18  
DATE

*Jan Johns*  
By Assistant City Manager

7-19-18  
DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186356

EFFECTIVE DATE

06/12/18 *[Signature]*

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

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

RECEIVED  
2018 AUG 17 PM  
CITY SECRETARY  
DALLAS, TEXAS

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

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

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

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

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

Subject: Material Testing- Street Group 12-624 Department: Public Works Department

Action Requested: Authorize an Administrative Action for Professional Services Contract with Professional Service Industries, Inc., in an amount not to exceed \$49,717.52 to provide Construction Materials Testing during Reconstruction of Street Group 12-624

Contract Number: PBW-2018-00006172 Contract Term: 6/15/2018 To 5/15/2020

Background: This AA is required to provide the Construction Material Testing required for each Capital Construction Project. Professional Solicitation #BDZ1528 has provided a Short List of qualified Firms to provide these service and Professional Service Industries, Inc. was selected for this Projects.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						SEE ATTACHED	\$49,717.52
<b>TOTAL:</b>							<b>\$49,717.52</b>

Project No: Commodity Code: Financing: 2012 Bond Funds

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

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

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

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

*[Signature]*  
By Department Director

6-4-18  
DATE

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

07/06/2018  
DATE

*[Signature]*  
By Assistant City Manager

6/12/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186357

EFFECTIVE DATE

August 14, 2018

CITY SECRETARY  
RECEIVED  
AUG 17 PM 4:25  
DALLAS, TEXAS

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

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

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

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

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

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

Vendor Name:	DFW Electric Group, LLC	Vendor No.:	VS0000063495
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Subject:	Majestic Neon Sign Maintenance	Department:	Office of Cultural Affairs
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**Action Requested:** Authorization is requested to contract with vendor for maintenance services to the neon sign on the Elm Street façade of the Majestic Theatre. Vendor will make necessary repairs to restore neon lighting to sign, and make related repairs.

Contract Number:	OCA-2018-00007362	Contract Term:	To
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**Background:** Vendor will secure permits and close a lane of Elm Street on a weekend day in order to access the sign, repair transformers, power supplies, and others components in order to make sign fully functional. (Currently certain letters in the word "Majestic" are not lit in the evenings. Informal proposals were sought from three neon sign maintenance companies. This vendor's proposal was most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	5502	CULF	3210		CX OCA-2018-00007362	\$4,947.37
<b>TOTAL:</b>							<b>\$4,947.37</b>

Project No.:	Commodity Code:	80185	Financing:	General Funds
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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

*Jennifer Scripps*  
Jennifer Scripps (Aug 14, 2018)  
By Department Director

Aug 14, 2018  
DATE

*Ann Doo*  
Approved as to form by City Attorney

Aug 16, 2018  
DATE

*Jay Carter*  
Jay Carter (Aug 14, 2018)  
By Assistant City Manager

Aug 14, 2018  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186358

EFFECTIVE DATE

Aug 17, 2018

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

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

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 2018 AUG 20 AM 8:22  
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 DALLAS, TEXAS

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

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

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

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

Vendor Name:	ESO Solutions, Inc.	Vendor No.:	VC14899
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Subject:	Visual Fire CAD Software Upgrade	Department:	Communication & Information Services
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Action Requested: Authorize Supplemental Agreement 2 to allow for an upgrade of the Visual Fire computer-aided dispatch software to ESO Solutions' ESO Fire software.

Contract Number:	DSV-2017-00003643	Contract Term:	7/1/2018	To	11/3/2018
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Background: The Visual Fire software used by Dallas Fire-Rescue is temporarily being maintained but is no longer scheduled for further development or upgrade. ESO Solutions is preparing to decommission Visual Fire and replace it with ESO Fire, which provides a comparable solution for entering data from emergency calls to meet state and federal requirements.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							<b>\$ 0.00</b>

Project No.:	Commodity Code:	Financing:	Not Applicable
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	16-1167	8/10/2016	\$312,797.00	\$168,223.00	\$0.00	53.78%

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

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

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

William Finch  
 William Finch (Jun 22, 2018)  
 By Department Director

06/22/18  
 DATE

Don Knight  
 Don Knight (Aug 17, 2018)  
 Approved as to form by City Attorney

Aug 17, 2018  
 DATE

SR

By Assistant City Manager DATE

Aug 17, 2018



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186359

EFFECTIVE DATE

Aug 17, 2018

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

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

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 CITY SECRETARY  
 DALLAS, TX

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

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

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

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

Vendor Name:	SHI Government Solutions	Vendor No.:	502145
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Subject:	CityFront Mobile Platform Services	Department:	Communication and Information Services
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**Action Requested:** Authorize an agreement to purchase the CityFront mobile platform licensing, pursuant to the terms and condition of the BuyBoard Cooperative contract #498-15.

Contract Number:	DSV-2018-00006961	Contract Term:	7/23/2018	To	7/22/2019
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**Background:** In 2017, Council approved a service contract for the hosting and implementation of a Customer Relationship Management (CRM) application. This software solution will provide software licensing for the integration of the CityFront Mobile App Platform as a part of the implementation of the new 311 CRMS system.

FUND	DEPT	UNIT	ACTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1665		3099		CX DSV-2018-00006961	\$53,500.00
<b>TOTAL:</b>							<b>\$53,500.00</b>

Project No.:	Commodity Code:	92045	Financing:	Communication and Information Services Current Funds
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

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

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

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

*William Finch*  
 William Finch (Jun 29, 2018)  
 By Department Director

Jun 29, 2018  
 DATE

*Don Knight*  
 Don Knight (Aug 17, 2018)  
 Approved as to form by City Attorney

Aug 17, 2018  
 DATE

SR

By Assistant City Manager

Aug 17, 2018  
 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186360

EFFECTIVE DATE

Aug 17, 2018

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

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

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 CITY SECRETARY  
 DALLAS, TEXAS

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

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

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

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1296 attached (if applicable)?  Yes  No

Vendor Name: Deloitte Consulting, LLP Vendor No.: 516612

Subject: SAP Implementation and Migration Services Department: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 22 to amend the SAP Managed and Hosted Services contract to allow the adoption of several SOWs for project release. The action will allow \$840,909.00 of unallocated funds in the contract to be allocated to the additional scope of services, leaving a balance of \$3,019,998.16.

Contract Number:	DSV-2016-00000418	Contract Term:	8/20/2017	To:	3/31/2020
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Background: The Change Order will incorporate Statement of Work #15 to allow enhancement of the functionality of the new collection agency services and acceptance test for SAP Systems Phase III. Statement of Work #17 allows for SAP Security role re-design services for production and non-production environments for SAP Systems, acceptance test, and go-live support. Statement of Work #19 allows migration of Electronic File Transfer (EFT) interfaces to SAP services, user's acceptance test, and go-live for production environment.

FUND	DEPT	UNIT	ACTY	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1614		3070		CT DSV18DELCAGY	\$0.00
0198	DSV	1614		3070		CT DSV18DELSEC	\$0.00
0198	DSV	1614		3070		CT DSV18DELEFT	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No.: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original ER/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
23	13-0488	3/27/2013	\$35,041,449.	\$0.00	\$0.00	0.00%

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

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

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

William Finch  
 William Finch (Jul 26, 2018)  
 By Department Director DATE

Don Knight  
 Don Knight (Aug 17, 2018)  
 Approved as to form by City Attorney DATE

[Signature]  
 By Assistant City Manager DATE

[Signature]  
 DATE

Aug 17, 2018



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

## 186361

EFFECTIVE DATE

Aug 17, 2018

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Supplemental Agreement No. 2 to 911 Acquisition Contract

RECEIVED  
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DALLAS, TEXAS

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

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

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

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

Vendor Name: SBC Global Services, Inc. dba AT&T Global Services Vendor No. VC16751

Subject: NICE Inform Recording System Upgrade Department: Communication and Information Services

Action Requested: Authorize Supplemental Agreement No. 2 to the amend the 911 acquisition contract to adopt the statement of work related to the implementation of the upgraded NICE Inform Recording System.

Contract Number: POM-2017-00003902 Contract Term: 7/16/2018 To 10/31/2022

Background: This amendment will allow for the implementation of an upgraded NICE Inform Recording System. The NICE Inform Recording System allows for the recording of all 911 and public safety dispatch calls. The upgraded system will allow management to have enhanced monitoring capabilities needed to perform quality assurance checks and real time audio monitoring and recording, along with playback capabilities.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0191	DSV	2911		2731		CX POM-2017-00003902	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No. Commodity Code: Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	17-1666	10/25/2017	\$2,907,945.57	\$0.00	\$0.00	0.00%

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

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

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

William Finch  
William Finch (Jun 26, 2018)  
By Department Director

Jun 26, 2018  
DATE

Barbara A. McAninch  
Barbara A. McAninch (Aug 17, 2018)

Approved as to form by City Attorney BAMC  
BAMC

Aug 17, 2018  
DATE

[Signature]

Aug 17, 2018  
DATE

By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

# 186362

EFFECTIVE DATE

Aug 17, 2018

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Supplemental Agreement No. 3 to Amend the 911 Acquisition Contract

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 AUG 20 PM 2:55  
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 DALLAS, TEXAS

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

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

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

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **SBC Global Services, Inc. dba AT&T Global Services** Vendor No. **VC16751**

Subject: **Implement Text to 911 Services** Department: **Communication and Information Services**

Action Requested: **Authorized Supplemental Agreement No. 3 to amend the 911 acquisition contract to adopt the statement of work to implement text to 911 services**

Contract Number: **POM-2017-00003902** Contract Term: **7/23/2018** To: **10/31/2022**

Background: **This amendment will allow for the implementation of the text to 911 services. This service will provide citizens the ability to send text messages to 911 emergency call takers from their mobile phone or device.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0191	DSV	2911		2731		CX POM-2017-00003902	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: **Communication and Information Services Current Funds (subject to annual appropriations)**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
3	17-1666	10/25/2017	\$2,907,945.57	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*William Finch*

William Finch (Jun 29, 2018)

By Department Director

Jun 29, 2018

DATE

*[Signature]*

Approved as to form by City Attorney

*A.H.*

Aug 17, 2018

DATE

*[Signature]*  
SR

*[Signature]*

Aug 17, 2018

DATE

By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186363

EFFECTIVE DATE

Aug 17, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Supplemental Agreement No. 4, Amend 911 Acquisition Contract

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AUG 20 PM 2:55  
CITY SECRETARY  
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: SBC Global Services, Inc. dba AT&T Global Services Vendor No.: VC16751

Subject: NG-911 Backup Hosted Site and Services Department: Communication and Information Services

Action Requested: Authorized Supplemental Agreement No. 4 to amend the 911 Acquisition Agreement to adopt the Statement of Work to implement and design a hosted disaster recovery site for 911 services.

Contract Number: POM-2017-00003902 Contract Term: 7/23/2018 To: 10/31/2022

Background: In 2017, Council approved a contract for the purchasing of software and hardware and maintenance support to upgrade the 911 telephone system infrastructure. This amendment will allow for a secure 911 backup disaster recovery site at an alternate location.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0191	DSV	2911		2731		CX POM-2017-00003902	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No.: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: Communication and Information Services Current Funds (subject to annual appropriations)

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
4	17-1666	10/25/2017	\$2,907,945.57	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	M/WBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch  
William Finch (Jun 29, 2018)  
By Department Director

Jun 29, 2018  
DATE

[Signature]  
Approved as to form by City Attorney A.H.  
Aug 17, 2018  
DATE

[Signature]  
By Assistant City Manager

Aug 17, 2018  
DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186364

EFFECTIVE DATE

8/16/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)

Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes  No

Vendor Name: Miguel Donjuan Vendor No. VC19089

Subject: Plaza Playground Ground Design Department: Library

Action Requested: Authorization to pay artist for design services as part of the Kaboom Play Everywhere grant program.

Contract Number: LIB-2018-00007388 Contract Term: 6/1/2018 To 8/31/2018

Background: Dallas Public Library received the Kaboom Play Everywhere grant to create a playful atmosphere at the Central Library front plaza. The library issued a call for design proposals on 5/17/18 seeking kid-friendly, educational concepts for the concrete brick in front of the library. A four-person review panel selected an artist based on overall design, feasibility and adherence to the desired theme. Design services only. No actual work will be performed on City property. Final art to be installed by vendor under City MA.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
P128	LIB	3584		3099		LIB-2018-00007388	\$2,000.00
<b>TOTAL:</b>							<b>\$2,000.00</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*M. J. Indice*  
By Department Director

08.14.18  
DATE

*Sh. S. ...*  
Approved as to form by City Attorney 8/20/2018  
DATE

*[Signature]*  
By Assistant City Manager

8-16-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

## 186365

EFFECTIVE DATE

7/30/18

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DALLAS TEXAS  
AUG 20 PM 1:51

1. Place an "X" in the appropriate box, complete, and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Utility Service Co., Inc. Vendor No: VS0000062935

Subject: To set up a new contract Department: DWU

Action Requested: To complete within a two (2) month period for a total of four (4) complete days of internal pipe cleaning. The pipelines to be cleaned will be where water has an undesirable color characteristic. This work will include injecting ice into the fire hydrants as an entry point to clean the mains and stop undesirable color.  
Contract Number: DWU-2018-00006727 Contract Term: 8-15-2018 To 12-15-2018

Background: DWU currently has no method to clean a water main without the use of temporary water service line. Suez Advanced Solutions has developed a sanitized, non-destructive approach and technology to perform this service using fire hydrants and ice to clean the water line. This technology will enable DWU to increase efficiency and improve water quality by the removal of sediment and biofilm with minimal service disruption.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7422	673L	2550			\$48,000.00
<b>TOTAL:</b>							

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* Date: 7/27/18

Approved as to form by City Attorney: *[Signature]* Date: 7/30/18

By Assistant City Manager: *[Signature]* Date: 7/30/18

# ADMINISTRATIVE ACTION

**ADMINISTRATIVE ACTION**

**186366**

**EFFECTIVE DATE**

**08/20/2018**

**CITY OF DALLAS**

See Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

2018 AUG 20 PM 3:25  
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1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

**Vendor Name:** Association of Persons Affected by Addiction (APAA) **Vendor No.:** 517572

**Subject:** Veterans Treatment Court Grant **Department:** CAO

**Action Requested:** Authorize a contract between the City of Dallas and APAA to provide recovery support services to program participants in the South Oak Cliff Veterans Treatment Court. This contract shall not exceed \$10,731.00.

**Contract Number:** ATT-2018-00007469 **Contract Term:** **To:**

**Background:** On June 13, 2018, City Council by Resolution No. 18-0806, authorized acceptance of the 2018-19 Veterans Treatment Court Grant from the Texas Veterans Commission for continuation of the South Oak Cliff Community Court to include the South Oak Cliff Veterans Treatment Court Project in the amount of \$75,000. Under this contract APAA will provide recovery support services, including educational support, Veterans support groups, referrals, screenings and assessments, and whole health/wellness activities for participants in the South Oak Cliff Veterans Treatment Court. This contract shall not exceed \$10,731.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
S326	ATT	3633		3070	FY18-19	ATT-2018-00007469	\$10,731.00
<b>TOTAL:</b>							<b>\$10,731.00</b>

**Project No.:** **Commodity Code:** **Financing:**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

**M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.**

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and the City of Dallas City Code.

**By Department Director**  
 ORIGINAL - City Secretary

**By Assistant City Manager**

**Approved as to form by City Attorney**  
 DATE: 8-17-18  
 DATE: 8/20/18

DATE: 8/20/18  
 REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 (Sections 6 Through 11) for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186367

EFFECTIVE DATE

8/15/18 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY  
DALLAS, TEXAS  
AUG 21 AM 9:22  
RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	MoveWorks Inc	Vendor No.	VS93787
Subject:	Phase II Move - J. Erik Jonsson Central Library	Department:	LIB

**Action Requested:** Authorize agreement with MoveWorks to provide moving services to relocate library materials and furniture at the J. Erik Jonsson Central Library.

<b>Contract Number:</b>	LIB-2018-00007373	<b>Contract Term:</b>	8/9/2018	To	11/9/2018
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**Background:** To continue the process of reallocating various collections throughout the J. Erik Jonsson Central Library, the Library requested bids to provide moving services that will include relocation of library materials and furniture on multiple floors. Through submission of an RQS and coordination with Office of Procurement, bids were obtained with MoveWorks Inc. providing the lowest. Authorization is requested to contract with and process payment for this move to MoveWorks.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5322		3070		LIB-2018-00007373	\$11,447.00
<b>TOTAL:</b>							<b>\$11,447.00</b>

<b>Project No.:</b>	<b>Commodity Code:</b>	<b>Financing:</b>				
<b>Change Order No.</b>	<b>Original CR/AA No.</b>	<b>Original CR/AA Date</b>	<b>Original CR/AA Amount</b>	<b>Total Previous Change Orders</b>	<b>Change Amount Including this Order</b>	<b>Total Change Order Percentage</b>
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	M/WBE Certification Number
	\$	\$	\$	\$	

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

08.10.18  
DATE

*[Signature]*  
Approved as to form by City Attorney

8/21/2018  
DATE

Exhibit C  
Memorandum



186368

RECEIVED

2018 AUG 31 PM 3: 37

CITY SECRETARY  
DALLAS, TEXAS

CITY OF DALLAS

DATE February 23, 2018  
TO City Secretary  
SUBJECT Correction to AA 18-6368

This is the first  Yes correction to the subject Administrative Action.

The subject Administrative Action was approved on 8/10/2018 authorizing:  
Approval for a one year renewal with Innowera LLC, for the mass data and load applications  
software from 7/28/2018 to 7/29/2019.

Change(s) is/are needed to correct (select all applicable):

Typo     Financial/funding information     Obvious error from CR context

From: Contract Number:  
DWU-2018-00002032

To: Contract Number:  
DWU-2018-00006987

From: Encumbrance Number:  
CTDWU70191156

To: Encumbrance Number:  
DWU-2018-00006987

Department: Water Utilities

Director (or designee.): *[Signature]*  
Signature  
Terry Lowery  
Print Name

8/31/18  
Date

Attachment for reference: Council Resolution [number], and if applicable, previous correction memo(s)

OFS:  Approved     Denied    Is ATT Approval Needed?  Y  N

OFS: *[Signature]*  
Signature  
Matthew Amend  
Print Name

8/13/2018  
Date

ATT:  Approved     Denied

Assistant City Attorney: \_\_\_\_\_  
Signature  
\_\_\_\_\_

\_\_\_\_\_  
Date

*8/23/18*



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

# 186368

### EFFECTIVE DATE

8/10/18 *de*

2018 AUG 21 AM 9:51  
CITY SECRETARY  
DALLAS, TEXAS  
RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Innowera LLC	Vendor No.	VS0000064130
Subject:	Mass Data Query and Load Applications	Department:	Dallas Water Utilities (DWU)

Action Requested: Approve one year renewal with Innowera LLC for the Mass data load applications software.

Contract Number:	DWU-2018-00002032	Contract Term:	7/08/2018 To 7/26/2019
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Background: Dwu and other 8 other departments utilize the billing system to invoice 450K customer accounts. There are situations when mass changes are needed, such as correcting addresses when a street name has changed.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7019	DW2 1	3438		CTDWU701911566	\$2,400.00
<b>TOTAL:</b>							\$2,400.00

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director *[Signature]* DATE 8/18/18

Approved as to form by City Attorney *[Signature]* DATE 08/20/18

By Assistant City Manager *[Signature]* DATE 8/10/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186369

EFFECTIVE DATE

8/10/18 *re*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY  
DALLAS, TEXAS  
21 AUG 21 AM 9:11  
NEGATIVE

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Bee Safe Bee Removal	<b>Vendor No.:</b>	VC0000007877
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<b>Subject:</b>	Relocation of Bee Hives from Water Meter Boxes	<b>Department:</b>	Dallas Water Utilities
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**Action Requested:** Safely remove/relocate bees and remove all remnants of the bee hive from water meter boxes as soon as a bee hive is identified. If the bees are not removed and relocated Dallas Water Utility personnel will not be able to safely access the water meter to provide water services.

<b>Contract Number:</b>	DWU-2018-00006974	<b>Contract Term:</b>	9/6/2018	<b>To</b>	9/6/2021
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**Background:** DWU currently maintains over 300,000 water meters in meter boxes throughout the city. The water meter boxes provide the ideal environment for bees to nest in. When this happens, Meter Services Division personnel is unable to access the water meters safely to turn on/off water, perform routine maintenance, and obtain monthly meter reads to ensures accurate billing.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>Funding:</b>	0100	DWU	7471	663M	2280		DWU-2018-00006974	\$46,800.00
<b>TOTAL:</b>								

<b>Project No.:</b>		<b>Commodity Code:</b>	91059	<b>Financing:</b>	
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

8/8/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

DATE

*[Signature]*  
BY Assistant City Manager

8/10/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186370

EFFECTIVE DATE

7/27/18

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
JUN 21 AM 9:52

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) 24 month extension

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Q. Roberts Trucking, Inc. Vendor No. VS0000045490  
 Subject: Removal and Disposal of Excavated Materials Department: DWU

Action Requested: Extend the master agreement for removal and disposal of excavated materials for a period of 24 months.  
 Contract Number: POM-2016-00001321 Contract Term: 12/5/2018 To 12/4/2020

Background: On 09/11/2013 Council approved a 3-year master agreement with Q. Roberts Trucking, Inc. (VS0000045490) in the amount of \$2,657,263.00 by resolution #13-1545 from solicitation # BP1302. On 11/02/16 a 24-month extension was approved by AA#16-6837. This new extension request will allow for the continuation of this master agreement until 12/4/2020 or until funds are depleted.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						BP1302	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No:	BP1302	Commodity Code:	96871	Financing:	N/A	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	13-1545	9/11/2013	\$2,657,263.00	\$0.00	\$0.00	0%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: 7/25/18  
 Approved as to form by City Attorney: *[Signature]* DATE: 7/27/18  
 City Assistant Secretary: *[Signature]* DATE: 7/27/18





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186371

EFFECTIVE DATE

5-17-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Extension the current Service Contract

RECEIVED  
 AUG 16 2018  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Carl Richardson dba TOP Sports Official Association	Vendor No.:	VS0000040023
Subject:	Sports Officials - Service Contract	Department:	Park and Recreation Department

Action Requested: Authorize the extension of the service contract BY1403 Sports Officials for one year under the same terms and conditions.

Contract Number:	PKR-2017-00001957	Contract Term:	5/13/2018	To	5/12/2019
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Background: On May 14, 2014, Dallas City Council awarded a three year service contract with Top Basketball Official Association (VS0000040023) for sports officials in the amount of \$568,250.00 by Resolution #14-0736 from solicitation BY1403. On May 24, 2017, Administrative Action 17-6082 extended the services for one (1) year. This extension will allow for the continued services with the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2017-00001957	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No.:	Commodity Code:	Financing:
Change Order No. 3	Original CR/AA No. 14-0736 Original CR/AA Date 5/14/2014 Original CR/AA Amount \$1,282,592.80	Total Previous Change Orders \$0.00 Change Amount Including this Order \$0.00 Total Change Order Percentage 0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: 5-14-18  
 Approved as to form by City Attorney: *[Signature]* DATE: 06-11-2018  
*[Other signatures and dates]*



# ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186372

EFFECTIVE DATE

8/14/18

AUG 21 PM 2:33

RECEIVED

CITY SECRETARY  
DALLAS TEXASSee Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No4. Any Administrative Actions to this vendor in the last 12 months? (If yes, attach explanation)  Yes  No5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TalkSTEM Vendor No: VS94313

Subject: Design for walkSTEM at Dallas Love Field Department: AVI

Action Requested: Authorize Administrative Action for service provided by TalkSTEM at Dallas Love Field. Services was <sup>a contract of</sup> <sup>with an</sup> <sup>to create videos and a walking tour that from</sup> <sup>Science</sup> <sup>math</sup> <sup>at</sup> bid out by Purchasing with reference Bid# B3181052A, and not to exceed \$12,000.00

Contract Number: AVI-2018-00007384 Contract Terms: 8/30/2018 To 8/30/2019

Background: Vendor will create a series of videos that AVI will own that promotes the airport and science. The vendor will also conduct walking tours that will coincide with the videos created. Services not to exceed \$12,000.00. BID# B3181052A

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7717	AV30	3070		AVI-2018-00007384	\$12,000.00
<b>TOTAL:</b>							<b>\$12,000.00</b>

Project No: [blank] Commodity Code: 92591 Financing: FY2018 Operating Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African American	Hispanic	Caucasian - Female	Other Minority	M/WBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the Budget and Chapter 2 of the Dallas City Code.

By Department Director

8/10/18  
DATE

Approved as to form by City Attorney

8/29/18  
DATE

By Assistant City Manager

8/14/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186373

EFFECTIVE DATE

8.2.18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  No  Yes

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  No  Yes

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  No  Yes

Vendor Name: **Furstenberg Construction Co.** Vendor No: **509888**

Subject: **Snow and Ice Removal Services for Dallas Love Field and Dallas Executive Airport** Department: **AVI**

Action Requested: **Authorize Administrative Action for a 3yr service agreement for Snow and Ice Removal for Dallas Love Field and Dallas Executive Airport. Service not to exceed \$47,943.43. Documents from previous AA#166340 attached.**

Contract Number: **AVI-2018-00007225** Contract Term: **7/27/2018** To: **7/26/2021**

Background: Contractor will adhere to the detailed specification depending on the Weather Alert issued by the National Weather Service or airport that potential hazardous snow/ice conditions are in the vicinity. Weather Alerts has specifications for each level 1, 2, or 3. Contractor must deploy equipment and manpower within 2 hours of notice. Service was bidded by purchasing. (Bid#B3180847)

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7722	AV06	3070		AVI-2018-00007225	\$47,943.43
<b>TOTAL:</b>							<b>\$47,943.43</b>

Project No: \_\_\_\_\_ Commodity Code: **90911** Financing: **FY2018 Operating Funds**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African American	Hispanic	Caucasian - Female	Other Minority	M/WBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

8/1/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

8/18/18  
DATE

*[Signature]*  
By Assistant City Manager

8/2/18  
DATE



# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

**ADMINISTRATIVE ACTION**

**186374**

**EFFECTIVE DATE**

Aug 21, 2018

CITY SECRETARY  
DALLAS TEXAS

2018 AUG 21 PM 4:52

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 5%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Bluebeam, Inc.	Vendor No.:	VS96634
Subject:	Bluebeam Studio Prime License	Department:	Communication & Information Services

**Action Requested:** Authorize the acquisition of Bluebeam Studio Prime License subscription.

<b>Contract Number:</b>	DSV-2018-00007121	<b>Contract Term:</b>	8/15/2018	<b>To</b>	8/14/2019
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**Background:** The BlueBeam software subscription is a planning and design software utilized by Dallas Water and Utilities field crews that enables them to edit and mark-up PDF drawings.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7050		2735		DSV-2018-00007121	\$2,340.00
<b>TOTAL:</b>							<b>\$2,340.00</b>

<b>Project No.:</b>	<b>Commodity Code:</b>	<b>Financing:</b> Water Utilities Current Funds				
<b>Change Order No.</b>	<b>Original CR/AA No.</b>	<b>Original CR/AA Date</b>	<b>Original CR/AA Amount</b>	<b>Total Previous Change Orders</b>	<b>Change Amount Including this Order</b>	<b>Total Change Order Percentage</b>
						%

**M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.**

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

William Finch  
William Finch (Aug 7, 2018)  
By Department Director

Aug 7, 2018  
DATE

[Signature]  
Approved as to form by City Attorney

Aug 21, 2018  
DATE

[Signature]  
By Assistant City Manager

Aug 21, 2018  
DATE

A.H.



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186375

EFFECTIVE DATE

JUL 27 2018

CITY SECRETARY  
DALLAS, TEXAS

RECEIVED

2018 AUG 22 AM 8:44

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 2 months with yes or no and explanation.  Yes  No

5. Is Form 195-Certification of Interested Parties required to comply with House Bill 1755 attached if applicable?  Yes  No

Vendor Name:	Honeywell International, Inc.	Vendor No:	514711
Subject:	Music Hall Fire Alarm Panel	Department:	Park and Recreation
Action Requested:	Access the GSA cooperative purchasing agreement, schedule number 47QSWA18D0057, for the purchase of a fire alarm panel manufactured and installed by Honeywell International, Inc.		
Contract Number:	PKR-2018-00006991	Contract Term:	10/11/2018 To 8/9/2018

Background: Honeywell will provide equipment (an emergency fire alarm panel replacement kit) as well as engineering (diagram of the panel wiring) and installation services as described in the attached proposal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
1V02	PKR	VC02	FPRK	4599	PK17VC02	CX PKR-2018-00006991	\$25,635.77
<b>TOTAL:</b>							\$25,635.77

Project No.	PK17VC02	Commodity Code	99000	Financing	2017 Bond Funds	
Change Order No.	Original CR/As No.	Original CR/As Date	Original CR/As Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentages
						%

M/WBE INFORMATION: Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African American	Hispanic	Caucasian + Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: 7.23.18  
 Approved as to form by City Attorney: *[Signature]* DATE: 08/20/18

*[Signature]* 7/27/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186376

EFFECTIVE DATE

8-10-18

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
AUG 22 AM 9:29

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Perot Museum of Nature and Science	Vendor No.	263880
Subject:	Contract Extension	Department:	OCA
Action Requested:	Authorization is requested to extend the Management Contract with the Perot Museum of Nature and Science for the Natural History Museum in Fair Park for one year, from August 11, 2018 through August 11, 2019.		
	Contract Number:	OCA-2018-00007345	Contract Term: 8/11/2018 To 8/11/2019

Background: The Perot Museum of Nature and Science (formerly the Dallas Museum of Natural History) executed its current Management Agreement August 11, 1993. The initial term was 20 years, with 2 5-year renewals. The Museum took the first 5-year renewal, but has decided not to take the second. However they need this one-year extension in order to transition their operations to a new location.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							TOTAL: \$0.00

Project No:	Commodity Code:	Financing:	No cost consideration			
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

Jennifer Scipps  
By Department Director

8/8/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

08-20-18  
DATE

*[Signature]*  
By Assistant City Manager

8-10-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186377

EFFECTIVE DATE

7-31-18

RECEIVED  
2018 AUG 22 AM 9:15  
CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Hensel Phelps Construction Company Vendor No. VS0000084484

Subject: 3D scan of the Pegasus Derrick Department: OCA Public Art

Action Requested: Authorization is requested to procure the services of Hensel Phelps Construction Co. to create engineering documents from a three dimensional scan of the Pegasus derrick on top of the Magnolia building. Hensel Phelps Co. regularly provides service to the City. Four informal proposals were solicited. HP's proposal was most advantageous to the City.

Contract Number: OCA-2018-00006830 Contract Term: ~~6/30/2018~~ To 12/31/2018

Background: The Pegasus is part of the City's Public Art collection. No extant derrick drawings exist. Drawings are necessary to give a holistic view of the project. These documents will be used by structural engineers in Derrick Restoration Phase 2 to create a plan of work.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4804		3070		OCA-2018-00006830	\$2,000.00
<b>TOTAL:</b>							<b>\$2,000.00</b>

Project No: Commodity Code: 91259 Financing: General Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 7-27-18  
By Department Director DATE

*[Signature]* 7/31/18  
Approved as to form by City Attorney DATE

*[Signature]* 7/31/18  
By Assistant City Manager DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186378

EFFECTIVE DATE

8/20/18

RECEIVED  
AUG 22 AM 10:39  
CITY SECRETARY  
DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation) **EXPLANATION ATTACHED**  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Conway Data Inc. Vendor No. VS0000078612

Subject: Annual directory / publication Department: ECO

Action Requested: Authorize contract with Conway Data Inc. for advertising in World's Most Competitive Cities annual publication, 2018 edition.

Contract Number: ECO-2018-00007210 Contract Term: ~~7/26/2018~~ 8/20/18 To 7/26/2019

Background: Advertising in 2018 World's Most Competitive Cities publication - full page advertisement. Purpose is to provide the city exposure to global businesses, workforce and real estate developers looking to invest in/and or expand operations within the City. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1164		3320		CX 2018-00007210	\$6,000.00
<b>TOTAL:</b>							<b>\$6,000.00</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
By Department Director

7/27/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

8/21/18  
DATE

*[Signature]*  
By Assistant City Manager

8/20/18  
DATE



CONTRACT REQUIRED



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186579

EFFECTIVE DATE

7-9-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

CITY SECRETARY  
DALLAS, TEXAS  
AUG 22 AM 11:36  
RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Ann Sury Vendor No. VC17754

Subject: Senior Division-Yoga Classes Department: PKR

Action Requested: Authorize an master agreement of \$3,500.00 for Ann Sury. The vendor will provide yoga exercise classes for the Senior Program Division. This includes stretches and postures with modifications specific to the needs of the participants. Classes will end with a segment of meditation and positive messaging. Contact: Daryl Quarles-670-0355

Contract Number: PKR-2018-00006881 Contract Term: 8/1/2018 To 2/1/2019

Background: Ann Sury is a RYT 200 hour certified yoga instructor with over 1000 teaching hours in the classroom. She currently instructs at multiple gyms in the metroplex and is a member of Yoga Alliance, CPR certified and Silver Sneakers certified.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00006881	\$3,500.00
<b>TOTAL:</b>							<b>\$3,500.00</b>

Project No: Commodity Code: 96104 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 6-29-18  
By Department Director DATE

*[Signature]* 07-27-2018  
Approved as to form by City Attorney DATE

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]* 7/9/18  
Secretary  
Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186414

EFFECTIVE DATE

FEB 28 2018

RECEIVED  
CITY SECRETARY  
DALLAS, TEXAS  
2018 AUG 22 PM 12:40

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

- 3. Is this expenditure related to a construction project?  Yes  No
- 4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No
- 5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Fundamental Enrichment, LLC dba Nexlore, LLC Vendor No. VS91560

Subject: Arts Enrichment Vendor - After School Programs Department: Park and Recreation

Action Requested: Authorize a master agreement of \$6,000.00 for Fundamental Enrichment, LLC dba Nexlore. The vendor will implement a Kids Zumba Program for after school participants. (Attached is a lesson plan for the program.) A total of 40 classes at \$150 per class will be implemented during the proposed contract term. Contact: Sergio Garza, Jr at (214) 670-8039.

Contract Number: PKR-2018-00005560 Contract Term: 3/1/2018 To 9/30/2018

Background: Dallas PKR partners with Dallas ISD campuses to provide after school programs at elementary schools throughout the city. To supplement the program DISD awards Dallas PKR with \$7,000 per school to provide enrichment vendors. Dallas PKR solicits RFPs for after school vendors and selects vendors who meet the various curriculum needs from the PKR Department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00005560	\$6,000.00
<b>TOTAL:</b>							<b>\$6,000.00</b>


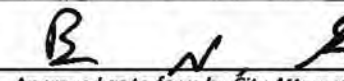
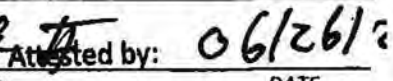
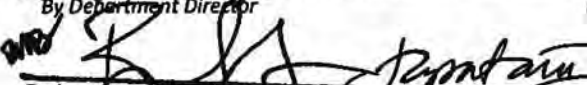
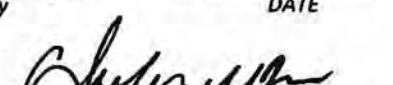
Project No: 0341-18-5789-005 Commodity Code: 96207 Financing: Multi Year Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 2-26-18  Approved as to form by City Attorney  06/26/18  
 By Department Director DATE DATE DATE  
 Robert Abtahi, President By Assistant City Manager  Secretary  
 ORIGINAL City Secretary DATE 2-28-18  
 Park and Recreation Board REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

## 186415

EFFECTIVE DATE

8/9/18 *DM*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Extension of Master Agreement

CITY SECRETARY  
DALLAS, TEXAS  
AUG 22 PM 2:00  
RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: D&H United Fueling Solutions, Inc. Vendor No.: VS89310

Subject: Maintenance of Fuel Pumps, Dispensing Equipment, Lines & Tanks Department: OPS

Action Requested: *Supplemental Agreement No. 2*  
Authorize an extension of nine months to the current Master Agreement

Contract Number: POM-2018-00006312 Contract Term: 6/10/2018 To 3/9/2019

Background: On June 17, 2015 Dallas City Council awarded a 3-year agreement to United Pump Supply (VS0000082519) for the maint. & repair of fuel pumps, dispensing equip., lines & tanks in the amount of \$1,784,564.75 by Res. # 15-1129. This contract was assigned to D&H United Fueling Solutions, Inc. (VS89310) AA #16-5177 on 11/3/15. This will allow the City to continue services under the same T&C.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0
<b>TOTAL:</b>							

Project No: BK1511 Commodity Code: 92844 Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
2	15-1129	6/17/2015	\$1,784,564.75	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  
*[Signature]*


8/9/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

8/20/2018  
DATE

*[Signature]*  
By Assistant City Manager

8/9/18  
DATE

 <b>CITY OF DALLAS</b>	<b>ADMINISTRATIVE ACTION</b>	<b>ADMINISTRATIVE ACTION</b>
	<b>ACTION</b>	<b>186416</b>
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	<b>EFFECTIVE DATE</b>
		<b>8/19/18</b>

RECEIVED  
 AUG 23 AM 8:42  
 CITY SECRETARY  
 DALLAS, TEXAS

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

a. Low bid contracts of not more than \$70,000  
 b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)  
 c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.  
 d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34  
 e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.  
 f. Other (explain on attachment) Extension of Master Agreement

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Fleet Clean Systems, Inc.	<b>Vendor No.:</b>	VS89172
<b>Subject:</b>	Pressure Washing, Scraping, and Sweeping Services	<b>Department:</b>	OPS

**Action Requested:** Authorize an extension of one (1) year to the current Master Agreement

<b>Contract Number:</b>	BQ1510	<b>Contract Term:</b>	10/28/2018 To 10/27/2019
-------------------------	--------	-----------------------	--------------------------

**Background:** On Oct. 28, 2015 Dallas City Council awarded a three (3) year service contract to Fleet Clean Systems, Inc. (VS89172) for pressure washing, scraping, and sweeping of City owned parking lots, sidewalks, vertical surfaces, service vehicles and equipment in the amount of \$21,942.00 by Resolution 15-1935. This extension will allow the City to continue these services under the same terms and conditions.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>Funding:</b>		OPS					BQ1510	\$0.00
<b>TOTAL:</b>								

<b>Project No.:</b>	BQ1510	<b>Commodity Code:</b>	96221	<b>Financing:</b>	Current Funds	
<b>Change Order No.</b>	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-1935	10/28/2015	\$21,942.00	\$0.00	\$0.00	0.00%

**M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.**

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director  DATE: 8/17/18	Approved as to form by City Attorney  DATE: 8/21/18
By Assistant City Manager  DATE: 8/19/18	



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186417

EFFECTIVE DATE

8/9/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Extension of Master Agreement

RECEIVED  
 AUG 23 AM 8:18  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: H and W Cleaning Systems, Inc. Vendor No. 242072

Subject: Pressure Washing, Scraping, and Sweeping Services Department: OPS

Action Requested: Authorize an extension of one (1) year to the current Master Agreement

Contract Number: POM-2018-00006181 Contract Term: 10/28/2018 To 10/27/2019

Background: On Oct. 28, 2015 Dallas City Council awarded a three (3) year service contract to H and W Cleaning Systems, Inc. (242072) for pressure washing, scraping & sweeping of City owned parking lots, sidewalks, vertical surfaces, service vehicles & equip in the amount of \$1,399,916.44 by Resolution 15-1935. This extension will allow the City to continue these services under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	OPS					BQ1510	\$0.00
<b>TOTAL:</b>							

Project No: BQ1510 Commodity Code: 96221 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-1935	10/28/2015	\$1,399,916.44	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 8/7/18  
 By Assistant City Manager: DATE: 8/9/18  
 Approved as to form by City Attorney: DATE: 8/21/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186418

EFFECTIVE DATE

6-20-18  
CITY SECRETARY  
DALLAS TEXAS  
AUG 23 AM 9:50  
RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Extension of Time

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: AECOM Technical Services, Inc. Vendor No. VC0000011194

Subject: Extension of Contract Terms Department: Equipment and Building Services (EBS)

Action Requested: Authorize Supplemental Agreement No. 2 with AECOM Technical Services, Inc. to allow a no-cost time extension from December 30, 2017 to December 30, 2019 for the City of Dallas Facilities Conditions Assessment project in order to perform the requested work supporting the City's request for work order review.

Contract Number: ~~N/A~~ EBS-2017-00002484 Contract Term: 12/31/2017 To 12/30/2019

Background: On April 13, 2016, City Council authorized an engineering service contract to perform a facilities condition assessment at various City of Dallas facilities throughout the City by Resolution No. 16-0531 in the amount of \$1,942,861.00.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
4T60	EBS	WO7 7	PSDI	3070		EBS06WO77	\$0.00
<b>TOTAL:</b>							\$0.00

Project No: N/A Commodity Code: 90775 Financing: No cost consideration to the City

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	16-0531	4/13/2016	\$1,942,861.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186419

EFFECTIVE DATE

8/18/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 23 AM 10:00  
 CITY SECRETARIAL  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Walter P Moore and Associates, Inc. Vendor No. 501930

Subject: Street Group Project 12-462 Department: Public Works

Action Requested: Authorize Supplement Agreement No. 2 to the design contract with Walter P Moore and Associates, Inc. to provide additional engineering services for Street Group Project 12-462 in the amount not to exceed \$43,600. This action will increase the contract amount from \$375,211.00 to \$418,811.00.

Contract Number:	STS2017-00001905	Contract Term:	12/11/2013	To	12/31/2018
------------------	------------------	----------------	------------	----	------------

Background: Gooch Street is part of the Target Neighborhood Street Group Project 12-462 that was approved in the 2012 Bond Program. Per request received from citizen in the public meeting of July 17, 2017, it is necessary to extend the water and wastewater mains to serve vacant properties. Also, this will require additional survey services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
2115	DWU	PW42		4111	714099	CT-PBW714099CP	\$28,173.10
2116	DWU	PS42		4111	714100	CT-PBW714100CP	\$15,426.90
<b>TOTAL:</b>							<b>\$43,600.00</b>

Project No: PB12S602 Commodity Code: 92500 Financing: Water Utilities Capital Improvement Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	CR13-2073	12/11/2013	\$361,211.00	\$14,000.00	\$57,600.00	15.95%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: DATE: 8/7/18  
 Approved as to form by City Attorney: DATE: 8/22/18  
 By City Secretary: DATE: 8/8/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186420

EFFECTIVE DATE

7/10/18 *Y.P.*

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CITY SECRETARY  
DALLAS, TEXAS  
AUG 23 AM 10:23

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Epipheo, Inc. Vendor No. VS98255

Subject: Animation Explanation Video Department: Planning & Urban Design

Action Requested: The Planning & Urban Design Department seeks to contract with a vendor for 2D animated video to engage and connect with neighborhood groups, leaders and citizens. *8/20/2018 Y.P. 11/9/2018*

Contract Number: PNV-2018-0007001 Contract Term: ~~7/20/2018~~ To ~~9/30/2018~~

Background: The Planning & Urban Design Department is seeking a short-animated 2D video to creatively and succinctly explain the department services to neighborhoods. The Animated Explanation Video tool will help broaden traditional forms of public outreach and serve as a communication tool to inform and engage neighborhood and community leaders about tools and resources available to their neighborhood through our department.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PNV	1580	ECN R	3070		PNV-2018-0007001	\$18,000.00
<b>TOTAL:</b>							<b>\$18,000.00</b>

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 7/9/18 *[Signature]* 8/22/18  
 By Department Director DATE Approved as to form by City Attorney DATE

*[Signature]* 7/17/18  
 By Assistant City Manager DATE





# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

**ADMINISTRATIVE ACTION**

**186421**

**EFFECTIVE DATE**

8/22/18  
CITY SECRETARY  
DALLAS, TEXAS  
AUG 23 AM 10:56

RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: IEDC Vendor No. 186184

Subject: Underwriting Services 2020 Conference Department: OED

Action Requested: Please execute agreement between COD and IEDC for hosting annual conference in Dallas in 2020.  
Contract Number: ECO-2018-00007599 Contract Term: 8/20/2018 To 12/31/2020

Background: IEDC would like to host 2020 annual conference in Dallas. Dallas will form a host committee to organize and fundraise. No financial obligations for City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							<b>0</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: \_\_\_\_\_

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Robin Denton*  
By Department Director

8/20/18  
DATE

*[Signature]*  
Approved as to form by City Attorney

8-20-18  
DATE

*Raguel Funez*  
By Assistant City Manager

8/22/18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186422

EFFECTIVE DATE

8/14/18 *ae*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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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 (explain on attachment)

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 AUG 23 11:52 AM  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)

Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes  No

Vendor Name:	The Harbeck Company, Inc.	Vendor No.	VC0000010385
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Subject:	Team Development-Communication Assessment	Department:	Dallas Water Utilities
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**Action Requested:** Authorize a professional services contract with The Harbeck Company, Inc. in an amount not to exceed \$21,500.00, for team assessment and communication training/development for City of Dallas Water Utilities Pumping Division management and supervisory staff.

Contract Number:	DW-2018-000 07072	Contract Term:	8/20/2018	To	8/20/2019
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**Background:** The Harbeck Company, Inc. team assessment and training approach will help identify, understand and address current gaps and weaknesses between management and staff. The program is designed to build and strengthen relationships, improving internal communication and bridging the gap between employees and managers. The training portion will assist managers, supervisors, and employees to use new or revitalized competencies to communicate better, to effectively manage and resolve conflict, to improve listening skills and function more effectively when engaging with each other and the citizens of Dallas.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		100	DWU	7422		3070		DWU-2018-00007072
<b>TOTAL:</b>								

Project No:		Commodity Code:	92460	Financing:	Current Funds
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

8/12/18

8/23/2018

By Department Director DATE Approved as to form by City Attorney DATE

8/14/18

By City Secretary DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186423

EFFECTIVE DATE

8/15/18

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CITY SECRETARY  
DALLAS, TEXAS  
AUG 23 PM 3:18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
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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 (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Museum of African American Life and Culture Vendor No. 219251

Subject: Fair Park Programming - Tulisoma Book Fair Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$10,000.00 for Museum of African American Life and Culture (African American Museum) to support the Tulisoma Book Fair on Saturday, August 25, 2018, in an effort to support enhanced programming efforts at Fair Park. Contact: Celia Barshop (214) 670-9721

Contract Number: ~~CX~~PKR-2018-00007364 Contract Term: 8/16/2018 To 9/30/2018

Background: This request for funding is to promote the Mayor's Fair Park Programming initiative, to promote visitor amenities, programming, event promotion, and community engagement. Tulisoma South Dallas Book Fair is a free family event with writing & art workshops, open mic poetry, theater, book signings, children's activities, and more!

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	9487		3415		CX-PKR-2018-00007364	\$10,000.00
<b>TOTAL:</b>							<b>\$10,000.00</b>

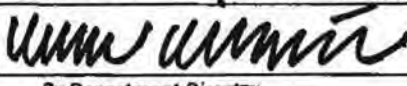
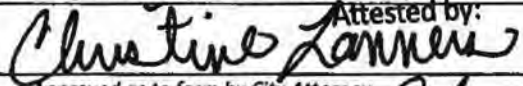
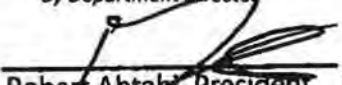

Project No: Commodity Code: 96205 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 8-13-18  8-20-2018  
 By Department Director DATE Approved as to form by City Attorney DATE  
 8-15-18   
 Robert Abtahi, President DATE Secretary  
 Park and Recreation Board Park and Recreation Board  
 REV 05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

## 186424

EFFECTIVE DATE

FEB 02 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

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AUG 23 PM 3:17  
CITY SECRETARY  
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Estanislao Rodriguez Vendor No. VS0000013884

Subject: Contract Fee Instructor Department: PKR

Action Requested: Authorize a personal service agreement of \$15,000.00 with Estanislao Rodriguez. The vendor will provide Karate classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885

NTP LN

Contract Number: PKR-2018-00005038 Contract Term: ~~10/1/2017~~ To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005038	\$15,000.00
<b>TOTAL:</b>							<b>\$15,000.00</b>

Project No: Commodity Code: 92476 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*William Connor* 1-31-18  
By Department Director DATE

*Christine Brown* 8-21-18  
Approved as to form by City Attorney DATE

*Robert Abtahi*  
By Assistant City Manager

2-2-18  
DATE  
*Christine Brown*  
Secretary

Robert Abtahi, President  
Park and Recreation Board

Secretary  
Park and Recreation Board

05/2017



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186425

EFFECTIVE DATE

FEB 02 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

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 2018 AUG 23 PM 3:17  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Bruce M. Hannel Jr. dba Brucivis Consulting Vendor No. VS93079

Subject: Contract Fee Instructor Department: PKR

Action Requested: Authorize a personal service agreement of \$10,000.00 with Bruce M. Hannel Jr. The vendor will provide Fustal classes to the citizens of Dallas.

Contact: Steve Baker (214) 670-8885 NTP & N  
 Contract Number: PKR-2018-00005068 Contract Term: ~~10/1/2017~~ To 9/30/2018

Background: Contract Fee Instructors provide leisure, sport, and/or health and wellness activity instruction to patrons at recreation centers. Department staff collects fees associated with the program and vendors are reimbursed on a monthly basis (70% for indoor vendors and 85% for outdoor vendors).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5071		3064		PKR-2018-00005068	\$10,000.00
<b>TOTAL:</b>							\$10,000.00

Project No: Commodity Code: 92476 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 1-31-18  Approved by:  8-21-2018  
 By Department Director DATE Approved as to form by City Attorney DATE

 Robert Abtahi, President  
 By Assistant City Manager  
 2-2-18  Secretary  
 DATE DATE

**Memorandum**

RECEIVED

2018 SEP 13 PM 4: 32

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

DATE September 5, 2018

TO Bilierae Johnson, City Secretary (Interim)

SUBJECT Correction to Administrative Action No. 18-6426, Dated 8/6/18

It has come to our attention that the following information is incorrect on the original document.

Incorrect: Contract Term: 10/30/2017 to 12/31/2019

Correct: Contract Term: 10/30/2018 to 9/30/2019

Please make the necessary corrections to the permanent record.

Willis C. Winters, FAIA, Director  
Park and Recreation Department



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186426

EFFECTIVE DATE

# 8-De-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 23 PM 3:18  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Spectrum Vendor No. VC15391

Subject: Internet and phone services for PKR's DPD PAL Boxing Gym. Department: Park and Recreation Department

Action Requested: Authorize a master agreement to Spectrum Enterprise for \$1,559.40. The vendor will provide high-speed internet and a phone line for PKR's DPD PAL Boxing Gym facility. Contact Soheyl Forouzani (214) 243-1151

Contract Number: MASC-PKR-2018-00007117 Contract Term: 10/30/2017 To 12/31/2019

Background: DPD PAL Boxing Gym will be providing youth oriented community services for North East Dallas. Phone and internet services are needed to manage facility's programs and its day to day operations.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A		PKR-218-00007117	N/A \$1,559.40
<b>TOTAL:</b>							<b>N/A \$1,559.40</b>

Project No: Commodity Code: 91551 Financing: Current Funding



Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 7-31-18  8-21-2018  
 By Department Director DATE Approved as to form by City Attorney DATE

 8-6-18   
 Robert Abtahi, President By Assistant City Manager DATE Secretary  
 Park and Recreation Board Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

## ADMINISTRATIVE ACTION

186427

### EFFECTIVE DATE

8-6-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 23  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)

Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Yes  No

Vendor Name: Herc Rentals Vendor No. 146874

Subject: Payment for damage costs Department: Park and Recreation

Action Requested: Authorize an encumbrance of \$9,655.81 for Herc Rental. The vendor provides equipment rental for Park Maintenance Services thru EBS. This action will provide payment for repairs to damages accrued during the use of the rental equipment.  
 Contact: Bobby Cano 214-671-0422

Contract Number: CX-PKR-2018-00007193 Contract Term: 7/1/2018 To 9/30/2018

Background: The Master Agreement for EBS Outside Rentals has expired. Herc Rentals will have the equipment repaired. This Administrative Action provides funding for the payment of these repairs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5002		3110		CX-PKR-2018-00007193	\$9,655.81
<b>TOTAL:</b>							<b>\$9,655.81</b>

Project No: Commodity Code: 92900 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
 By Department Director DATE 7-31-18

*[Signature]*  
 Attested by Approved as to form by City Attorney DATE 8-21-18

*[Signature]*  
 Robert Abtahi, President  
 Park and Recreation Board  
 ORIGINAL - City Secretary

*[Signature]*  
 Assistant City Manager

8-6-18  
 DATE  
*[Signature]*  
 Secretary  
 Park and Recreation Board  
 REV 05/2017





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186428

EFFECTIVE DATE

# 8-6-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Camera Recording Access Service (Sole Source)

RECEIVED  
 AUG 23 PM 3:58  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: TrueLook, Inc. Vendor No. VS95378

Subject: Construction Camera Service Department: Park and Recreation Department

Action Requested: Authorize a master agreement of \$9,180.00 for TrueLook, Inc. The vendor will provide 12 months of recording and viewing of City-owned construction cameras. Live video stream, still images and time-lapse video will be available by web and mobile app for viewing of family aquatic center construction sites at Lake Highlands, Kidd Springs & Tietze pools.  
Contact: Raul Robles (214) 670-1984

Contract Number: PKR-2018-00006988 Contract Term: 10/1/2018 To 9/30/2019

Background: Construction of the new family aquatic centers is a long awaited project drawing strong public interest throughout the city. Construction cameras will allow staff and the public to monitor the progress of each construction site. This is essential for both security and promotional purpose.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A		N/A		PKR-2018-00006988	\$9,180.00
<b>TOTAL:</b>							<b>\$9,180.00</b>

Project No: Commodity Code: 92584 Financing: FY 18-19 Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 7-31-18  
 By Department Director DATE

*[Signature]* Approved as to form by City Attorney DATE

*[Signature]*  
 Robert Abtahi, President  
 Park and Recreation Board  
 ORIGINAL - City Secretary

*[Signature]*  
 By Assistant City Manager

8-6-18  
 DATE Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186429

EFFECTIVE DATE

8-6-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Beautification Agreement

RECEIVED  
 2018 AUG 23 PM 1:00  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Trista Neal/ NorthPark Friends Vendor No. \_\_\_\_\_

Subject: Beautification Agreement Department: Park and Recreation

Action Requested: Authorize a park beautification agreement with Trista Neal/NorthPark Friends. The organization will do a twice a year litter and debris cleanup at K.B. Polk Park. Contact: Sloan Anderson 214-670-0203

Contract Number: PKR-2018-00007177 Contract Term: 9/30/2018 To 9/29/2019

Background: Trista Neal is the organizer for a group of NorthPark Neighborhood citizens that are passionate about the upkeep and revitalization of the West Dallas Community and would like to utilize those efforts towards cleanup projects on the grounds of K.B. Polk Park

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00007177	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: \_\_\_\_\_

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 7-31-18  
By Department Director DATE

*[Signature]* 8-21-2018  
Approved as to form by City Attorney DATE

*[Signature]*  
Robert Abtahi, President  
Park and Recreation Board

*[Signature]*  
By Assistant City Manager

8-6-18  
*[Signature]*  
Secretary  
Park and Recreation Board



# ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186430

EFFECTIVE DATE

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

RECEIVED  
CITY SECRETARY  
DALLAS TEXAS  
8-6-18 2:23 PM 4:00

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Baymon Servall Contractor LP dba Servall Contractor Services Vendor No. VS94667

Subject: Fair Park 4th 2018- Additional Cleaning Services Department: Park and Recreation - Fair Park

Action Requested: Authorize an encumbrance of \$1,875.00 for Baymon Servall Contractor Services LP dba Servall Contractor Services. The vendor provided additional dumpster and cleaning services for Fair Park 4th annual event (services rendered). Franklin Meredith- 214-671-1927

Contract Number: CX-PKR-2018-00007221 Contract Term: 7/4/2018 To 9/15/2018

Background: Fair Park 4th is an annual Fair Park production designed to attract visitors to Fair Park. This request for funding is to promote the Mayor's Fair Park Programming Initiative to promote visitor amenities, programming, event promotion, and community connections. This event supports the programming efforts within the park and to drive attendance to Fair Park.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	9487		3415		CX-PKR-2018-00007221	\$1,875.00
<b>TOTAL:</b>							<b>\$1,875.00</b>

Project No: Commodity Code: 91039 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 7.31.18  
By Department Director DATE

*[Signature]* 8/15/2018  
Approved as to form by City Attorney DATE

*[Signature]*  
Robert Abrahm, President  
Park and Recreation Board

*[Signature]* 8-6-18  
DATE Secretary

Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186431

EFFECTIVE DATE

# 7/27/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) **Entertainment**

RECEIVED  
 2018 AUG 23 PM 4:11  
 CITY SECRETARIAL  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Dallas Wind Symphony Vendor No: 243546

Subject: Fair Park 4th 2018-Performance Department: Park and Recreation

Action Requested: Authorize an encumbrance of \$6,885.00 for Dallas Wind Symphony. The vendor provided a 45 minute performance for the Fair Park 4<sup>th</sup> of July annual event. (services rendered) until 8/12/18  
 Franklin Meredith-214-671-1927 Service Bidding Exemption AD4-5 sec 10.5.4

Contract Number: PKR-2018-00006847 Contract Term: 6/19/2018 To 8/5/2018

Background: Fair Park 4<sup>th</sup> is an annual Fair Park production designed to attract visitors to Fair Park. This request for funding is to promote the Mayor's Fair Park Programming Initiative to promote visitor amenities, programming, event promotion, and community connections. This event supports the programming efforts within the park and to drive attendance to Fair Park.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	9487		3415		PKR-2018-00006847	\$6,885.00
<b>TOTAL:</b>							<b>\$6,885.00</b>

Project No: Commodity Code: 96205 Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
 By Department Director

7.24.18  
 DATE

*[Signature]*  
 Approved as to form by City Attorney

Attested by *[Signature]* 08/15/18  
 DATE

*[Signature]*  
 Robert Abtahi, President  
 Park and Recreation Board

*[Signature]*  
 Assistant City Manager

7/27/18  
 DATE  
*[Signature]*  
 Secretary  
 Park and Recreation Board



# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11]  
for Additional Guidelines and Routing

**ADMINISTRATIVE ACTION**

**186432**

**EFFECTIVE DATE**

8/16/18 *[Signature]*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment): Extension for electronics recycling services.

RECEIVED  
 PER AUG 24 PM  
 CITY SECRETARY  
 DALLAS, TEX

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

<b>Vendor Name:</b>	Universal Recycling Technologies, LLC	<b>Vendor No.:</b>	VS0000039808
<b>Subject:</b>	Electronics Recycling	<b>Department:</b>	Department of Sanitation Services

**Action Requested:** Authorize an extension of SAN-2017-00003191 service contract with Universal Recycling Technologies, LLC (URT) starting October 1, 2018 and ending April 1, 2019.

<b>Contract Number:</b>	SAN-2017-00003191	<b>Contract Term:</b>	October 1, 2018	<b>To</b>	April 1, 2019
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**Background:** End of life electronics such as TVs, peripherals, computers, & printers are accepted for recycling at the landfill and all City transfer stations. AA 178927 with Universal Recycling Technologies, LLC was effective for a contract term of October 1, 2017 through September 30, 2018. There is currently available funding of \$34,816.48 authorized with AA 178927. Sanitation is requesting to utilize the available funding and extend AA 178927 until April 1, 2019.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0440	SAN	3591	SS03	3072		SAN-2017-00003191
<b>TOTAL:</b>								<b>\$0</b>

**Project No.:** \_\_\_\_\_ **Commodity Code:** 98100 **Financing:** \_\_\_\_\_

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage

**M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.**

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

 By Department Director	8-9-18 DATE	 Approved as to form by City Attorney	8-24-2018 DATE
 By Assistant City Manager	8-16-18 DATE		



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186433

EFFECTIVE DATE

8-23-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Authorize User Agreements with Texas Dept. of Public Safety

RECEIVED  
 AUG 27 AM 11:48  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Texas Department of Public Safety	Vendor No.	124919
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Subject:	User Agreement	Department:	Dallas Police Department
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Action Requested:	Authorize user agreements with Texas Department of Public Safety.		
	Contract Number:	DPD-2018-00007701	Contract Term: To

Background: These agreements will allow for Crime Science Response Unit to conduct latent fingerprint or palm print searches and retrieve fingerprint record information and criminal history record information contained in the state archive system.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director

8/23/18  
DATE

Approved as to form by City Attorney

8/23/18  
DATE

By Assistant City Manager

8-23-18  
DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186434

EFFECTIVE DATE

8/9/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request an extension to the Service Contract

RECEIVED  
 2018 AUG 27 PM 4:45  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: National Switchgear Systems North Texas, Inc. Vendor No. 500721

Subject: Electrical Switchgear Service and Repair Department: OPS

Action Requested: Authorize a 6 month extension to the service contract.

Contract Number: POM-2016-00001094 Contract Term: 8/11/2018 To 2/10/2019

Background: On August 13, 2014, Dallas City Council awarded a three year service contract to National Switchgear Systems North Texas, Inc. (500721) for the maintenance and repair of electrical switchgear power systems in the amount of \$2,944,525.00 by Resolution 14-1207. On June 6, 2017, Administrative Action 17-6436 extended the current agreement for one year. This extension will allow the City to continue these services under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	POM					BF1407	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No: BF1407 Commodity Code: Financing: Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	14-1207	8/13/2014	\$2,944,525.00	\$0.00	\$0.00	0.00%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]*  
 By Department Director  
 Date: 8/7/18

*[Signature]*  
 Approved as to form by City Attorney  
 Date: 8/24/18

*[Signature]*  
 By Assistant City Manager  
 Date: 8/9/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

## 186435

EFFECTIVE DATE

Aug 27, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Competitively bid or proposed service contracts of \$70,000 or less.
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2018 AUG 28 PM 1:55  
 CITY SECRETARY  
 DALLAS, TEXAS  
 RECEIVED

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Orion Communications, Inc.	Vendor No.:	VS0000002410
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Subject:	Maintenance & Support of Orion Applications	Department:	Communication & Information Services
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Action Requested: Authorize Supplemental Agreement No. 9 to extend maintenance and support of Orion Applications used by Dallas Police Department and Courts & Detention Services.

Contract Number:	DSV-2017-00002283	Contract Term:	9/1/2018	To	11/30/2018
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Background: The Orion application suite provides a variety of functionality for the City, including the ability to manage daily DPD operations, receive subpoena notifications and court date alerts, and track impounded vehicles and case-related evidence. This extension will ensure no lapse in services or support while a new multi-year service contract is being finalized.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1675		3438		CX DSV-2018-00002283	\$38,868.00
<b>TOTAL:</b>							<b>\$38,868.00</b>

Project No: \_\_\_\_\_ Commodity Code: \_\_\_\_\_ Financing: Communication & Information Services Current Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
9	11-0156	1/12/2011	\$223,870.00	\$705,774.00	\$744,642.00	332.62%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

William Finch  
 William Finch (Aug 9, 2018)  
 By Department Director      Aug 9, 2018      DATE

Barbara A. McAninch  
 Barbara A. McAninch (Aug 28, 2018)  
 Approved as to form by City Attorney BAMC      Aug 28, 2018      DATE

SR

[Signature]  
 By Assistant City Manager      Aug 27, 2018      DATE





CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186436

EFFECTIVE DATE

8/9/18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Request an increase in funds and a short term extension to the service contract.

RECEIVED  
 2018 AUG 28 AM 11:00  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Mister Sweeper LP	Vendor No.:	VS0000045653
Subject:	Street Sweeping Service	Department:	Office of Procurement Services (OPS)

Action Requested: Authorize (1) a three month service contract extension (2) a \$50,000 increase in funds

Contract Number:	PBW-2018-00006295	Contract Term:	8/11/2015 To 11/11/2018
------------------	-------------------	----------------	-------------------------

Background: On August 12, 2015, Dallas City Council awarded a three year service contract to Mister Sweeper LP (VS0000045653) for street sweeping services in the amount of \$2,043,742.72 by Resolution 15-1337 from solicitation no. BQ1515. This extension for time and increase in funds will allow the user departments to continue to utilize these services under the same terms and conditions until the new contract is established.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
			OPS					BQ1515
<b>TOTAL:</b>								<b>\$50,000.00</b>

Project No:	BQ1515	Commodity Code:	96875	Financing:	General Funds, Water Utilities Current Funds	
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-1337	8/12/2015	\$2,043,742.72	\$0.00	\$2,093,742.72	2.44649%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director 8/7/18 DATE

Approved as to form by City Attorney 8/27/18 DATE

8/9/18 DATE  
By Assistant City Manager



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186437

EFFECTIVE DATE

8/14/18 YRP

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	The University of Texas at Arlington	Vendor No.	VS0000035106
Subject:	UTA Internship Program Supplemental Agreement #1	Department:	Planning & Urban Design

Action Requested: Extend the services contract with the University of Texas at Arlington (UTA) for four (4) months from September 30, 2018 through January 31, 2019. No cost increase requested.

Contract Number:	PNV-2018-0000-4850	Contract Term:	2/14/2018	To	1/31/2019
------------------	--------------------	----------------	-----------	----	-----------

Background: The Department of Planning & Urban Design (PUD) has been facilitating interns to gain professional experience and contribute to the projects and programs of the department. PUD would like to extend the current contract from September 30, 2018 through January 31, 2019 to fully expend contract funds. No other change is requested. The original contract is attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PNV	1598	ECN R	3994	N/A	PNV-2018-0000-4850	\$0.00
<b>TOTAL:</b>							<b>\$0.00</b>

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount including this Order	Total Change Order Percentage
1	180270	2/14/2018	\$35,804.00	\$0.00	\$0.00	%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: [Signature] 8/13/18

Approved as to form by City Attorney: [Signature] 8.27.18

By Assistant City Manager: [Signature] 8/14/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186438

EFFECTIVE DATE

August 09, 2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 28 PM 4:25  
 CITY SECRETAR  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	The Graphic Edge, LLC	Vendor No.	VS0000020498
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Subject:	Majestic Banner Project	Department:	Office of Cultural Affairs
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**Action Requested:** Authorization is requested to procure the services of vendor to print and install artistic banners on the Pacific Avenue-facing façade of the Majestic Theatre. This project is partially funded by a grant from Downtown Dallas, Inc. for downtown beautification projects. The artistic banners will complement the future Pacific Plaza park.

Contract Number:	OCA-2018-00006049	Contract Term:	7/1/2018	To	9/30/2018
------------------	-------------------	----------------	----------	----	-----------

**Background:** On May 24, 2017 City Council authorized an exterior enhancement project at the Majestic Theatre, 1925 Elm Street, to restore artistic banners on the Pacific Avenue-facing façade. Since, staff has worked with contractors to survey the site, obtain appropriate image licenses, and prepare the art for printing. Informal proposals were sought from three vendors, The Graphic Edge provided the most advantageous.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	5502	CULF	3030		CX OCA-2018-00006049	\$13,210.00
<b>TOTAL:</b>							<b>\$13,210.00</b>

Project No:	Commodity Code:	96600	Financing:	General Funds, DID Matching Grant-DCBDE Majestic Theatre Banners Project Fund
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Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

**APPROVAL:** Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*Jan Sapp*  
 By Department Director

Aug 9, 2018  
 DATE

*Annunzio*  
 Approved as to form by City Attorney

Aug 14, 2018  
 DATE

*Debra*  
 By Assistant City Manager

Aug 9, 2018  
 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

## 186439

EFFECTIVE DATE

8/28/18  
CITY SECRETARY  
DALLAS TEXAS  
AUG 29 PM 12:36  
RECEIVED

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No  
**EXPLANATION ATTACHED**

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	D Magazine Partners	Vendor No.	263988
Subject:	Magazine Advertisement	Department:	ECO

Action Requested: Authorize contract with D Magazine Partners for 1 full page advertisement and 1 page content in October 2018 issue of D CEO Magazine.

Contract Number:	ECO-2018-00007517	Contract Term:	8/15/2018	To	10/31/2018
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Background: Advertisement in Oct 2018 D CEO Magazine. Purpose is to provide the city exposure to global businesses, workforce and real estate developers looking to invest in/and or expand operations within the City. These leads may create jobs and revitalize neighborhoods.

FUND	DEPT	UNIT	ACTV	OBL	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1164		3320		CX ECO-2018-00007517	\$5,000.00
<b>TOTAL:</b>							<b>\$5,000.00</b>

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director DATE 8/24/18

By Assistant City Manager DATE 8/28/18

Approved as to form by City Attorney DATE 8/29/18

2019 JAN -8 AM 9:32

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

# Memorandum

DATE January 4, 2019

TO City Secretary's Office

SUBJECT Department change – SDM to DWU – Administrative Action 186440

Lucity, Inc. contract number TWM-2018-00007363 department should be changed from SDM to DWU for FY 2019 to be able to process the payment.

Please let me know if you need any additional information.

Thank you,

Sarah Standifer  
Assistant Director  
Dallas Water Utilities



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186440

EFFECTIVE DATE

08/27/2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 10%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

RECEIVED  
 2018 AUG 29 PM 2:58  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Lucity, Inc. Vendor No. VS0000015505

Subject: Maintenance & Support Department: Trinity Watershed Management

Action Requested: Supplemental Agreement 1 to maintain and support contract for a turn-key system

Contract Number: TWM-2018-00007363 Contract Term: 8/1/2018 To: 2/28/2019

Background: The Lucity software is utilized by Trinity Watershed Management to fulfill state regulation requirements to manage storm sewer assets and inspection information. This agreement will provide for maintenance and support on the existing licenses and will also ensure technical support from the vendor.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0061	SDM	4728	SD01	3438		TWM-2018-00007363	\$5,162.83
<b>TOTAL:</b>							<b>\$5,162.83</b>

Project No: \_\_\_\_\_ Commodity Code: 92045 Financing: Current SDM Funds

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
<u>1</u>	<u>13-6919</u>	<u>11/21/2013</u>	<u>\$47,096.70</u>	<u>\$0.00</u>	<u>\$5,162.83</u>	<u>11.00%</u>

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

[Signature]  
By Department Director

8/27/18  
DATE

[Signature] 08/29/18  
Approved as to form by City Attorney DATE

[Signature]  
By Assistant City Manager DATE 8/27/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186447

EFFECTIVE DATE

8-18

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?

2018 AUG 16 9:11 AM  
 RECEIVED  
 CITY OF DALLAS  
 CLERK  
 3:11

Yes  No  
 Yes  No  
 Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?

Vendor Name:	Royal Imaging	Vendor No.	VC000001357
Subject:	Document Scanning	Department:	Park and Recreation

Action Requested:	Authorize an encumbrance of \$7,058.00 for Royal Imaging. The vendor will provide scanning and archiving services for Park and Recreation documents. Tony Becker (214) 670-4078		
Contract Number:	CX-PKR-2018-00007222	Contract Term:	<del>8/1/2018</del> To 9/30/2018

Background: *MB* Royal Imaging provides scanning and digitizing services for corporations, cities and states, and hospitals throughout the region and country. They take paperwork files and scan them to digital recognition to make the contents searchable and reduce file size and the need for abundant filing cabinet space.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5168		3099		CX-PKR-2018-00007222	\$7,058.00
<b>TOTAL:</b>							<b>\$7,058.00</b>

Project No:	Commodity Code:	96102	Financing:	Current Funding		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code

*[Signature]* 7-31-18  
 By Department Director DATE

*[Signature]* 8/17/18  
 Approved as to form by City Attorney DATE

*[Signature]*  
 Robert Abtani, President  
 Park and Recreation Board  
 ORIGINAL - City Secretary

*[Signature]* 8-16-18  
 DATE  
 Secretary  
 Park and Recreation Board



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186442

EFFECTIVE DATE

08/28/2018

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Discount Disposal Contract

RECEIVED  
2018 AUG 30 AM 8:44  
CITY SECRETARY  
DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: Hart Waste Removal LP Vendor No. VC18045

Subject: Discount Disposal Contract Department: Department of Sanitation Services

Action Requested: The City of Dallas desires to enter into a one-year solid waste discount disposal contract with Hart Waste Removal for delivery of guaranteed annual tonnage of 10,000 tons at a discount disposal fee of 12.28% below the disposal rate in accordance with the discount rates ordinance approved by City Council on October 1, 2016.

Contract Number: SAN-2018-00005573 Contract Term: 9/1/2018 To 8/31/2019

Background: Hart Waste Removal has had an account for disposal since 2002 with change in ownership 2018, and now desires to obtain a one-year contract with City of Dallas using the approved rates and the current contract terms for the delivery of guaranteed annual tonnage of 10,000 tons at discount rate of 12.28%. Estimated 1-year contractual revenue projection to Enterprise Fund 0440 is \$658,000

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3592	SS03	RSC	7430	SAN-2018-00005573	\$0.00
<b>TOTAL:</b>							

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

*[Signature]* 8-28-18  
By Department Director DATE

*[Signature]* 8/30/2018  
Approved as to form by City Attorney DATE

*[Signature]* 8-28-18  
By Assistant City Manager DATE



186443

# Memorandum

RECEIVED

2018 SEP 17 PM 12:17

CITY SECRETARY  
DALLAS, TEXAS



CITY OF DALLAS

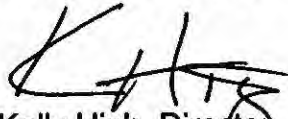
DATE September 18, 2018  
TO Bilirae Johnson  
City Secretary  
SUBJECT Correction Memo – Administrative Action 186443

Please change the following information on Administrative Action 186443, dated August 30, 2018.

**From:**  
Term Date  
Beginning September 1, 2018, Ending August 31, 2023

**To:**  
Term Date  
Beginning September 19, 2018, Ending September 18, 2023

Please let me know if you should have any questions or concerns.



Kelly High, Director  
Department of Sanitation

c: Barbara McAninch, Sr. Assistant Attorney, City Attorney's Office  
Dennis Ware, Assistant Director, Department of Sanitation Services  
Geri Strong, Manager, Department of Sanitation Services

8/2/17/18



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186443

EFFECTIVE DATE

08/28/2018 *AK*

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 15%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Discount Disposal Contract

2018 AUG 30 AM 8:15  
 RECEIVED  
 CITY SECRETARIES  
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (if yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name:	Moore Disposal Corporation	Vendor No.	012977
--------------	----------------------------	------------	--------

Subject:	Discount Disposal Contract	Department:	Department of Sanitation Services
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**Action Requested:** The City of Dallas desires to enter into another five-year solid waste discount disposal contract with Moore Disposal Corporation for delivery of guaranteed annual tonnage of 90,000 tons at a discount disposal fee of 22.80% in accordance with the discount rates ordinance approved by City Council on October 1, 2016

Contract Number:	SAN-2018-00007591	Contract Term:	9/1/2018	To	8/31/2023
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**Background:** Moore Disposal Inc previously had a five-year contract with City of Dallas using the approved rates and the current contract terms for the delivery of guaranteed annual tonnage of 82,000 tons at discount rate of 12.0%. The new contract amount will bring in an estimated 5-year contractual revenue projection to Enterprise Fund 0440 in the amount of \$1,737,000

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
<b>Funding:</b>	0440	SAN	3592	SS03	RSC	7430	SAN-2018-00007591	\$0.00
	<b>TOTAL:</b>							

Project No:	Commodity Code:	Financing:
-------------	-----------------	------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

**M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.**

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

<i>[Signature]</i> By Department Director	8-28-18 DATE	<i>[Signature]</i> Approved as to form by City Attorney	8/30/18 DATE
--	-----------------	--	-----------------

<i>[Signature]</i> By Assistant City Manager	8-28-18 DATE
---	-----------------



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

# 186444

EFFECTIVE DATE

4/13/18  
CITY SECRETARY  
DALLAS, TEXAS  
APR 13 2018 PM 3:51

1. Place an "X" in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment)

2. Attach all supporting documents including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: D Magazine Partners Vendor No. 263988

Subject: Magazine Advertisement Department: ECO

Action Requested: Authorize contract with D Magazine Partners for full-page advertisements in two publications in partnership with the Dallas Regional Chamber of Commerce.

Contract Number: ECO-2018-00006143 Contract Term: 3/1/2018 To 6/1/2018

Background: Full-page advertisements in two quarterly Dallas Regional Chamber of Commerce Relocation and Newcomer Guide magazines. This is provide exposure to individuals and businesses looking to relocate, invest in, and/or expand their presence within the City. This can increase workforce and businesses deciding to relocate and/or expand within the City. The advertisements distinguish the City from suburban communities emphasizing an urban, dense, and inclusive business environment.

FUND	DEPT	UNIT	AQTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1164		3320			\$2,000.00
<b>TOTAL:</b>							\$2,000.00

Project No. Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: 4/12/18 DATE

By Assistant City Manager: 4/13/18 DATE

Approved as to form by City Attorney: 4-13-18 DATE



CITY OF DALLAS

# ADMINISTRATIVE ACTION

See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing

ADMINISTRATIVE ACTION

186445

EFFECTIVE DATE

8/9/18 *SA*

1. Place an 'X' in the appropriate box, complete and submit this form for the approval of:

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 5%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Price Increase

RECEIVED  
 AUG 31 PM  
 CITY SECRETARY  
 DALLAS, TEXAS

2. Attach all supporting documents, including bid information as required. Approval shall be obtained before services are rendered.

3. Is this expenditure related to a construction project?  Yes  No

4. Any Administrative Actions to this vendor in the last 12 months? (If yes attach explanation)  Yes  No

5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)?  Yes  No

Vendor Name: **Garland Steel, Inc.** Vendor No: **204037**

Subject: **Steel & Aluminum** Department: **OPS**

Action Requested: **Price increase per the attached supporting documents**

Contract Number: **POM-2017-00001936** Contract Term: **6/28/2017** To: **6/27/2020**

Background: On 6/28/17, Council awarded a 3 year term MA with Garland Steel, Inc. (204037) for the purchase of steel & aluminium in the amount of \$1,984,201.31 by Res. 17-1043 from solicitation BR1704. Price increase (inc.) does not change the original amt. approved by Council. Per the specs, after year 1, the vendor is allowed to inc. their price due to documented market changes. Effective 6/30/18, the price sheet attached reflects an avg. inc. of 35% on applicable items.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						BR1704	
<b>TOTAL:</b>							<b>\$ 0.00</b>

Project No: **BR1704** Commodity Code: **57087** Financing: **Current Funds**

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
<b>1</b>	<b>17-1043</b>	<b>6/28/2017</b>	<b>\$1,984,201.31</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>

M/WBE INFORMATION - Prime and Subcontractors use this section for low bid contracts greater than \$50,000 but less than \$70,000.

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$	\$	\$	\$	

APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

By Department Director: *[Signature]* DATE: **8/7/18** Approved as to form by City Attorney: *[Signature]* DATE: **8/31/2018**

By Assistant City Manager: *[Signature]* DATE: **8/9/18**