



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180718

EFFECTIVE DATE

8/28/18 - CH

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**

RECEIVED
 2018 SEP -6 AM 9:13
 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: Darryl Baker **Vendor No.:** 887261

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

Action Requested: Execute Administrative Action for payment for home improvement rebate at 6306 Elder Grove Drive, Dallas, TX 75232 pursuant to Home Improvement Rebate Program (HIRP).

Contract Number: HOU-2018-00006157 **Contract Term:** 4/16/2018 **To:** 4/16/2019

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-2018-0006157	\$5,000.00
TOTAL:							\$5,000.00

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.

Department Director
 5/14/18
DATE
 Approved as to form by City Attorney
 8/5/18
DATE

By Assistant City Manager
 8/28/18
DATE



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180719

EFFECTIVE DATE

09/05/2018

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

29 SEP 10 PM 2018
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 CITY SECRETARY
 DALLAS, TEXAS

VENDOR NAME	Oldcastle Materials Texas, Inc dba TexasBit	VENDOR NUMBER	004204
CONTRACT NAME	Master Agreement BQ1532 - 2015 Pavement Repairs, Sch E	DEPARTMENT	Park and Recreation

ACTION REQUESTED
 Authorize a change order with Oldcastle Materials Texas, Inc dba TexasBit to extend the contract time an additional 12 months, thereby increasing the contract time from 36 months to 48 months, at no cost consideration to the City.

CONTRACT NUMBER: PKR-2017-00002723	CONTRACT TERM: 36 months To 48 months
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BACKGROUND
 This change order consists of the following items:

 The City has a contract with Oldcastle Materials Texas, Inc dba TexasBit to provide pavement improvements at various locations.

 All changes are owner requested.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	N/A	0.00

PROGRAM NO.: See Program 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: N/A

CHANGE ORDER DATA

Change Order No. 2 Original CR/AA No. 151763

Original CR/AA Date 9/22/2015 Original CR/AA Amount \$4,164,682.70

Total of Previous Change Orders \$0.00

Change Amount Including this Order \$0.00

Total Change Order Percentage 0.00%

APPROVAL

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

BY DEPARTMENT DIRECTOR 	DATE 9.05.18
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Robert Abtahi, President Park and Recreation Board Original-City Secretary Copy - Initiating Department	Attested by: Anthony Backer, Interim Secretary Park and Recreation Board	Date 9/6/18
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ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180727

EFFECTIVE DATE
JUL 25 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
 SEP 18 AM 11:05
 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: Alliance Geotechnical Group, Inc. Vendor No. 338366

Subject: Construction Material Testing for the Wynnewood Village Drainage Improvements Department: Trinity Watershed Management

Action Requested: Authorize a professional services contract with Alliance Geotechnical Group, Inc. for construction material testing for the construction of Wynnewood Village Drainage Improvements in the amount not to exceed \$30,720.00.

Contract Number: TWM-2018-00006780 Contract Term: July 31, 2018 To July 31, 2019

Background: The 2017 Bond Program funded the capital drainage Project, the Wynnewood Village Drainage Improvements, for construction. City Council approved construction on June 27, 2018 by Resolution 18-0914. This action authorizes a contract with Alliance Geotechnical Group, Inc. for independent material testing to verify that the concrete and earthwork installed meets the City's standards and the standards specified in the construction documents.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	1V23	TWM	VD32	SDRS	4113	TW17VD32	CX-TWM-2018-00006780	\$30,720.00
TOTAL:								\$30,720.00

Project No: TW17VD32 Commodity Code: Financing: Flood Protection & Storm Drainage Facilities (2017 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
SPOA

[Signature]
DATE 7/25/18
Approved as to form by City Attorney

8/17/18
DATE



CITY OF DALLAS

ADMINISTRATIVE CHANGE ORDER

(See Administrative Directive 4-5)

ADMINISTRATIVE ACTION NUMBER

180728

EFFECTIVE DATE

9/24/18 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)?

2111 SEP 26 AM 9:28
 CITY SECRETARY
 BALLAS, E
 RECEIVED
 No

VENDOR NAME Quick Set Concrete, Inc **VENDOR NUMBER** VS000006378
CONTRACT NAME Storm Drainage Improvements Group 1 **DEPARTMENT** Trinity Watershed Management

ACTION REQUESTED
 Authorize Administrative Change Order no. 2 to the construction contract with Quick Set Concrete, Inc. to increase quantity of concrete pavement, increase quantity of adjust wastewater lateral cleanouts, add items for the installation of grate inlets on existing pipes and at pipe inlet, removal and installation of sprinkler heads and irrigation system on Briarwood site for the total amount of \$39,175.00. No additional time will be requested.

CONTRACT NUMBER: TWM-2017-00004083 **CONTRACT TERM:** 12/18/2017 To 1/21/2019

BACKGROUND
 This project was funded by the 2012 Bond Program and was approved by City Council on November 8, 2017 by Council Resolution 17-1770. On May 14, 2017 the Administrative Change Order No. 180048 was approved to authorize Change Order No. 1 for additional work and with zero amount of additive or deductive. Quick Set Concrete, Inc. is currently under contract for the construction of Storm drainage improvements at the following locations, Azalea and Briarwood; Dexter was completed according to contract.

FUND	DEPT.	UNIT	ACTV.	OBJ.	PROGRAM	ENCUMBRANCE NO.	AMOUNT
0063	SDM	W211	SD01	4699	TW17SW211	TWM-2017-00004083	\$39,175.00

PROGRAM NO.: TW17SW211 **COMMODITY CODE:** 91200 **FINANCING:**

M/WBE INFORMATION
 Place an or in the appropriate boxes:
 African-American Hispanic
 Caucasian: Female Male
 Other Minority (Asian-Pacific, Asian-American Native American)
 M/WBE Certification Number: _____

CHANGE ORDER DATA
 Change Order No. 1 Original CR/AA No. 17-1770
 Original CR/AA Date 11/8/17 Original CR/AA Amount \$778,095.00
 Total of Previous Change Orders \$0.00
 Change Amount Including this Order \$817,270.00
 Total Change Order Percentage 5.03%

APPROVAL

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

BY DEPARTMENT DIRECTOR

DATE 9/24/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

180729

EFFECTIVE DATE

8-22-18 cak

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
 SEP 26 PM 2:25
 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:	Garver, LLC	Vendor No.	VS0000016343
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Subject:	Dallas Love Field Airfield Pavement Repairs	Department:	Department of Aviation
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Action Requested: Authorize a professional services contract with Garver, LLC for consulting services for Airfield Pavement Repairs at Dallas Love Field, in an amount not to exceed \$23,100.00.

Contract Number:	AVI-2018-00007543	Contract Term:	07/15/2018	To	05/19/2019
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Background: This action will authorize Garver, LLC to provide Pavement Rehabilitation Standards including detailed plans and the required Specification and Bidding Services for the Airfield Pavement Repairs project at Dallas Love Field.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7722	AAIP	3070	N/A	CX-AVI-00007543	\$23,100.00
TOTAL:							\$23,100.00

Project No:	N/A	Commodity Code:	91800	Financing:	Aviation General 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.

By Department Director

7/20/18
DATE

Approved as to form by City Attorney

9/19/18
DATE

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

186446

EFFECTIVE DATE

09/04/2018

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
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- 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) Agreement

RECEIVED
 2018 SEP -5 AM 10:08
 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:	University of North Texas	Vendor No.	227764
Subject:	Use of Special Collections Materials	Department:	Library

Action Requested:	Authorize and sign license agreement for use of special collections materials, provided by UNT.		
Contract Number:	LIB-2018-00006927	Contract Term:	To

Background: UNT Libraries possess a digital copy of video footage from a July 4, 1978 KXAS-TV/NBC broadcast covering the City's copy of the Declaration of Independence, while on display at Dallas City Hall, during that time. UNT has agreed to provide the Library with access to the footage for public view/display and to enhance the Library's archival collection. Authorization is request to execute UNT's license agreement.

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

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

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

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

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

 08.29.18
 By Department Director DATE

 9/5/20
 Approved as to form by City Attorney DATE

 9-4-18
 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

186447

EFFECTIVE DATE

8/2/18

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
SEP-5 PM 3:39

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: Comprehensive Safety Resources (CSR) Vendor No: VS0000055949

Subject: Local Certification Training Department: Dallas Water Utilities

Action Requested: Confined Space Training

Contract Number: DWU-2018-00004226 Contract Term: 09/01/2018 To 09/01/2021

Background: Certification cost for one hundred twenty (120) DWU employees to attend Confined Space Training provided at the DWU facility located at 4120 Scottsdale.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7020		3364			\$28,000.00
TOTAL:							\$28,000.00

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.

 Department Director
 7/31/18 DATE
 Assistant City Manager
 Approved as to form by City Attorney
 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

186448

EFFECTIVE DATE

7.10.18

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 SEP -5 PM 4:25
 RECEIVED
 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: Clifford Power Vendor No. 354227
 Subject: Emergency Generator Service Department: AVI

Action Requested: Authorize Administrative Action to pay for emergency generators provided by Clifford Power during emergency shutdown. Authorize payment for services rendered not to exceed \$7,861.58

Contract Numbers: AVI-2018-00006994 Contract Term: 7/5/2018 To 9/30/2018

Background: Clifford power was in the process of replacing the fuel lines on one of our airfield genertors per master agreement contract. We were doing a test run on the generator because ONCOR had to do an emergency shutdown that night to repair a feeder and the generator kept shutting down. Clifford power could not do the repairs without having a standby generator to back up our airfield emergency load. Without the back up generator the runways would not have had any lighting that night and the airport would have had to shut down flights arriving and departing.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENGUMBRANCE	AMOUNT
0130	AVI	7740	AV22	3110		AVI-2018-00006994	\$7,861.58
TOTAL:							\$7,861.58

Project No: _____ Commodity Code: 93639 Financing: FY2018 Operating Funds

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

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

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

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

By Department Director: *[Signature]* 7/6/18 DATE

Approved as to form by City Attorney: *[Signature]* 9/5/18 DATE

By Assistant City Manager: *[Signature]* 7/10/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186449

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)

RECEIVED
 2018 SEP -5 PM 4:33
 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: Hall Financial Group, Ltd dba Hall Arts Parking Vendor No. VC18932

Subject: Soar Like An Eagle 2017 Conference Department: PKR

Action Requested: Authorize an encumbrance of \$1,350.00 for Hall Arts Parking. The vendor provided parking service for the Soar Like and Eagle Conference at the Meyerson Symphony Center. The Park and Recreation Department conducted a Leadership Development Conference on November 3, 2017 (services rendered).
 Contact: Denyce Cole (214) 670-8859

Contract Number: CX-PKR-2018-00007043 Contract Term: 10/1/2017 To 12/1/2017

Background: Halls Arts Parking is a provider of parking management services. They manage over 60 properties in the Tulsa and Dallas markets.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	PKR	5168		3363		CX-PKR-2018-00007043	\$1,350.00
TOTAL:							\$1,350.00


Project No: _____ Commodity Code: 95872 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
	\$	\$	\$	\$	

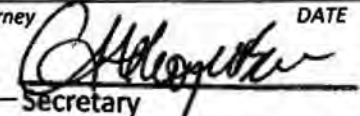
APPROVAL: Approved as being in accordance with the budget and Chapter 2 of the Dallas City Code.

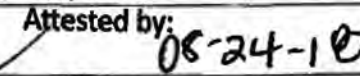
 8.06.18
 By Department Director DATE


 Robert Abtahi, President
 Park and Recreation Board


 By Assistant City Manager


 Approved as to form by City Attorney DATE


 8/9/18
 DATE Secretary
 Park and Recreation Board

Attested by:  08-24-18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186450

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 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) 1-year extension of parking services contract

2018 SEP -5 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: Ace Parking Management, Inc. Vendor No. VS0000057093

Subject: Extension of parking services contract Department: Park and Recreation - Fair Park

Action Requested: Authorize the 3rd and final one-year extension to the ACE Parking Management contract at Fair Park from 11/7/18 - 11/6/19.

Contract Number: PKR-2018-00004696 Contract Term: 11/7/2018 To 11/6/2019

Background: The City authorized a 5-year contract, with three one-year extensions, exercisable by the City through the Director, with ACE Parking Management, Inc. on 11/7/11 for parking services at Fair Park. The second option to extend is set to expire on 11/6/2018. The third and final option to extend would be for 11/7/18 through 11/6/19 under the same terms and conditions. The contract is assignable to a third party. Contact: Dee Ann Hirsch (214) 670-8508

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
NA/	PKR	N/A	N/A	N/A	N/A	PKR-2018-00004696	\$0.00
TOTAL:							\$0.00

Project No: Commodity Code: Financing: No Cost Consideration to City



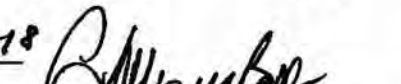
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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.

 8-20-18  8-29-2018
 By Department Director DATE Approved as to form by City Attorney DATE

  8-23-18 
 Robert Abtahi, President 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

186451

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) Advertising

RECEIVED
 SEP -5 PM 4:55
 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:	Black Business Directory, LLC	Vendor No.	VC000004415
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Subject:	Fair Park Promotional Advertising	Department:	Park and Recreation
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Action Requested: Authorize an encumbrance of \$6,850.00 for Black Business Directory. The vendor provided a June/July advertising campaign of Fair Park's programs and activities (services rendered). Contact: Andrea Hawkins (214) 670-4678

Contract Number:	PKR-2018-00006805	Contract Term:	6/15/2018	To	9/30/2018
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Background: The Black Business Directory (BBD) is the first comprehensive digital and electronic media committed to serving the urban community. The vendor will promote programming initiative via audience specific digital and electronic targeted advertising to include, but not be limited to, e-blasts, social media, and indoor digital billboards, with a variable run schedule designed for 6-week campaign.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
OG43	PKR	6155		3320		PKR-2018-00006805	\$6,850.00
TOTAL:							\$6,850.00

Project No:	OG43-18-6155-001	Commodity Code:	91500	Financing:	Multi-Year Trust 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.

8-20-18
Christine L...
8-29-18

By Department Director: DATE: 8-20-18
 Approved as to form by City Attorney: DATE: 8-29-18
 By Assistant City Manager: DATE: 8-23-18
 Secretary: DATE: 8-23-18
 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

186452

EFFECTIVE DATE

09/04/2018 *BM*

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 SEP -6 AM 9:11
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Pronunciator LLC Vendor No: VS98737

Subject: Language Learning Database Department: Library

Action Requested: Authorize agreement and payment for online access to Pronunciator's language learning database for 1 year - \$14,000.

Contract Number: LIB-2018-00007761 Contract Term: 9/1/2018 To 8/31/2019

Background: Bids were solicited from three vendors: Mango, Pronunciator, and via online form request from RB Digital. Two were responsive with Pronunciator providing the lowest bid. Pronunciator provides online language learning material for 87 languages, with ESL taught in 55 non-English languages, and 256 live 30-minute online classes a week. Access to Pronunciator is available at all Dallas Public Library locations and to Library cardholders at home, via the Pronunciator app, and the Library's website.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00007761	\$14,000.00
TOTAL:							\$14,000.00

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.

[Signature]
By Department Director

08.28.18
DATE

[Signature] 9/6/2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

9-4-18
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186453

EFFECTIVE DATE

September 07, 2018

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

RECEIVED
 SEP 10 PM 4:43
 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: **Eva Arreguin** Vendor No. **VC16109**

Subject: **Professional Services Oak Cliff Cultural Center** Department: **Office of Cultural Affairs**

Action Requested: Authorization is requested to procure the services of Eva Arreguin to present two (2) seventy-minute performances of her De Colores Variety Show. Performance will explore relationships between Latinx and American culture through Theatre, Music, and Visual Art. Theme of performance is connections between Latinx and other American communities. Consultant's performance is in conjunction with the OCCC's Grey Space series. Presentation will be completed no later than 09/16/2018.

Contract Number: **OCA-2018-00007727** Contract Term: **9/14/2018** To **9/16/2018**

Background: Eva Arreguin was selected to perform services at the Oak Cliff Cultural Center because of her artistic background and connection to the community of Oak Cliff. The fee for this service will not exceed \$3,850.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$3,850.00 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		3089		CX OCA-2018-00007727	\$3,850.00
TOTAL:							\$3,850.00

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
	\$	\$ 3850.00	\$	\$	

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

Jennifer Scripps
 Jennifer Scripps (Sep 7, 2018)
 By Department Director

Sep 7, 2018
 DATE

Chunmao
 Approved as to form by City Attorney

Sep 10, 2018
 DATE

Jerry Espinoza
 Jerry Espinoza (Sep 7, 2018)
 By Assistant City Manager

Sep 7, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186454

EFFECTIVE DATE

8/27/18

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) **Master Agreement Extension Request**

RECEIVED
 2018 SEP -6 AM 11:00
 CITY SECRETARY
 DALLAS, TEXAS

2. Attach all supporting documents including bid information as required. Approval shall be obtained before service is 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:	Bound Tree Medical, LLC	Vendor No.	507833
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Subject:	Emergency and Non-Emergency Medical Supplies & Medical Gloves	Department:	Office of Procurement Services
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Action Requested: Authorize a four (4) month extension to the current master agreement (MA) to allow time for new solicitation to be completed and new MA to be awarded without a lapse in service

Contract Number:	POM-2017-00001851	Contract Term:	8/27/2014	To	12/27/2018
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Background: On August 27, 2014 City Council awarded a three-year term master agreement with Bound Tree Medical, LLC (507833) in the amount of \$1,473,125.52 by resolution no. 14-1353 from solicitation no. BT1404. This extension will allow for the user departments to continue to purchase these goods until a new MA is put into place.

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

Project No:	BT1404	Commodity Code:	47568	Financing:	General 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
2	14-1353	8/27/2014	\$1,473,125.52	\$0.00	\$0.00	0.00%

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

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

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

David Cantey 8/24/18
 By Department Director DATE

Don Knight 9/05/18
 Approved as to form by City Attorney DATE

Jan Jones 8-27-18
 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

186455

EFFECTIVE DATE

8/27/18

RECEIVED
2018 SEP -6 AM 9:08
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) Master Agreement Extension Request and Price Increase

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: Midwest Medical Supply Co. LLC Vendor No. VC000006016

Subject: Emergency and Non-Emergency Medical Supplies & Medical Gloves Department: Office of Procurement Services

Action Requested: (1) Authorize a four (4) month extension to the current master agreement (MA) to allow time for a new solicitation to be completed and new MA to be awarded without a lapse in service (2) an increase in price per attached supporting documentation.

Contract Number: POM-2017-00001851 Contract Term: 8/26/2014 To 12/26/2018

Background: On 8/27/2014 City Council awarded a 3 year term MA to Midwest Medical Supply Co. LLC (VC000006016) in the amount of \$952,626.87 by resolution no. 14-1353 from solic. no. BT1404. Per the specs after year 1, price adjustments are allowed following documented market changes. The attached documentation reflects an increase of $\leq 5\%$ and along with the ext. will allow for the continued purchase of these goods.

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

Project No: BT1404 Commodity Code: 47568 Financing: General Fund

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	14-1353	8/27/2014	\$952,626.87	\$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 8/24/18

[Signature]
Approved as to form by City Attorney DATE 9/05/18

[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

186456

EFFECTIVE DATE

Aug 30, 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)

CITY SECRETARY
 DALLAS, TX
 21 SEP -6
 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:	DLT Solutions, LLC	Vendor No.	338279
Subject:	TOAD for Oracle Database Software License Support	Department:	Communication & Information Services

Action Requested: Authorize a service contract for the maintenance and support of TOAD for Oracle database software licenses pursuant to GSA cooperative purchasing contract, GS-35F-267DA.

Contract Number:	DSV-2018-00006661	Contract Term:	10/1/2018	To	9/30/2019
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Background: TOAD for Oracle is a software tool that is used by CIS database analysts to solve problems within complex database systems like Oracle and SQL Server. Databases support various applications which are essential to City operations including: Computer-Aided Dispatch (CAD) system for public safety, Lawson, a human resource application and the AMS Advantage Financial Management System. Maintenance and support of TOAD ensures that CIS staff have access to version upgrades and technical assistance.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1636		3438		DSV-2018-00006661	\$5,489.75
TOTAL:							\$5,489.75

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
						%

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 25, 2013)
 By Department Director DATE Jun 25, 2018

Barbara A. McAninch
 Barbara A. McAninch (Aug 30, 2013)
 Approved as to form by City Attorney DATE Aug 30, 2018

BAMC
BAMC

SB
 By Assistant City Manager DATE Aug 30, 2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186457

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) Outdoor Program Permit

CITY SECRETARY
 DALLAS, TEXAS
 2:11 SEP -6 PM
 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: Camp Gladiator, Inc. Vendor No. VC13414

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

Action Requested: Authorize the approval of an outdoor program permit to be granted to Rebecca Bordelon, a representative of Camp Gladiator, Inc. for the use of various parks at the days and times listed in agreement exhibit B. Contractor will adhere to the terms set in the outdoor program agreement and the outdoor fee-based program guidelines, subject to agreement exhibit A.
 Contact: John Lawrence 214-670-8860

Contract Number: PKR-2018-00007171 Contract Term: 9/10/2018 To 12/31/2018

Background: Camp Gladiator, Inc. has conducted programs at City parks since 2008 under the outdoor fee-based permit program. Camp Gladiator, Inc. has applied for permits from the City of Dallas to conduct 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-2018-00007171	\$0.00
TOTAL:							\$0.00

Project No: Commodity Code: Financing:

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

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

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

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

Robert Abtah 7-31-18
 By Department Director DATE

B. J. ... 08/28/2018
 Approved as to form by City Attorney DATE

Robert Abtah
 Robert Abtah, President
 Park and Recreation Board
 ORIGINAL - City Secretary

[Signature]
 By Assistant City Manager

8-16-18
 DATE Secretary
 Park and Recreation Board



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186458

EFFECTIVE DATE

8-23-18

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)

2:11 SEP - 6 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: Joe A. Gonzales II **Vendor No.:** VC15390
Subject: Professional Services Oak Cliff Cultural Center **Department:** Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Joe A. Gonzales II to present three (3) music performances and (3) artist lectures for Oak Cliff Cultural Center's Verse & Rhythm and Community Outreach series events. The performances will include music with live instruments, turntables and electronic instruments, and live computer production sequencing. Presentations will be free and open to the public, to be completed no later than 9/15/2018

Contract Number: OCA-2018-00007107 **Contract Term:** 9/8/2018 To 9/15/2018

Background: Joe A. Gonzales II was selected to perform services at the Oak Cliff Cultural Center because of his artistic background. The fee for this service will not exceed \$4,800.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$4,800.00 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	CX ENCUMBRANCE	AMOUNT
0001	OCA	1299		3089		OCA-2018-00007107	\$4,800.00
TOTAL:							\$ 4,800.00

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
						%

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
	\$	\$ 4800.00	\$	\$	

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

By Department Director: Jennifer Scripps 8/20/18 DATE
 Approved also by City Attorney: [Signature] 8/31/18 DATE
 By Assistant City Manager: [Signature] 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

186459

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 to correct Service Contract

RECEIVED
 2018 SEP -7 AM 9:15
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Good Earth Inc. Vendor No. 510006

Subject: Grounds Maintenance Median, Lots and Planters Department: OPS

Action Requested: Authorize a 6 month service contract extension.

Contract Number: POM-2018-00006578 Contract Term: 9/2/2018 To 3/1/2019

Background: On June 17, 2015 Dallas City Council authorized a three year service contract to Good Earth Inc. (510006) for the grounds maintenance of the medians and planters in the amount of \$8,410,020.00, by Resolution 15-1131. 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					BF1509	\$0.00
TOTAL:							\$0.00

Project No: BF1509 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	15-1131	6/17/2015	\$8,410,020.00	\$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

8/7/18
 DATE

[Signature]
 Approved as to form by City Attorney

8/9/18
 DATE

[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

186460

EFFECTIVE DATE

SEP 18 11:18 AM
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: Housing Crisis Center, Inc. **Vendor No.:** 269574

Subject: Continuum of Care Case Management Services **Department:** Office of Homeless Solutions

Action Requested: Authorize a contract with Housing Crisis Center, to provide case management services for homeless families under the My Residence Program funded by Continuum of Care Grant No. TX0085L6T001609.

Contract Number: MGT-2018-00007089 **Contract Term:** 8/24/2018 **To:** 9/30/2018

Background: On September 13, 2017, City Council authorized the acceptance of CoC Grant No. TX0085L6T001609 for my residence program (Rapid Re-housing), by Resolution No. 17-1414. On April, 19 2018, the City of Dallas Office of Procurement Services advertised a Request for Competitive Sealed Proposals (RFCSP) (BTZ1819) soliciting proposals for CoC Case Management services. Housing Crisis Services submitted a proposal and was recommended for funding.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	4308		3099		MGT-2018-00007089	\$15,000.00
TOTAL:							\$15,000.00

Project No.: **Commodity Code:** **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.

Mon E. Martin 8/24/18
By Department Director DATE

[Signature] 8/24/2018
By Assistant City Manager DATE

[Signature] 9/4/18
Approved as to form by City Attorney DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186461

EFFECTIVE DATE

Sep 7, 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) Amend contract term, Supplemental Agreement No.3

RECEIVED
 SEP - 7 PM 1
 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: **Cellco Partnership dba Verizon Wireless** Vendor No.: **VS92349**

Subject: **Commercial Wireless Communication Services** Department: **Communication and Information Services**

Action Requested: **Authorize Supplemental Agreement No.3 to extend the term of the existing contract for commercial wireless communication services and equipment pursuant through the Department of Information Resources (DIR), State of Texas Cooperative program.**

Contract Number: **POM-2016-00000908** Contract Term: **9/05/2018** To: **12/31/2018**

Background: **Verizon Wireless provides the City of Dallas commercial wireless communication services and equipment. This action will allow for the extension of the existing agreement. In do so, department are able to continue to obtain wireless communication service and purchase devices such as laptops, tablets, and other mobile wireless devices while a new master agreement is established.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						MA-POM-BHZ1218	\$0.00
TOTAL:							\$0.00

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	12-2077	8/22/2012	\$9,953,000.00	\$7,028,838.00	\$0.00	7.06%

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 23, 2018)
By Department Director

Aug 23, 2018
DATE

Don Knight
Approved as to form by City Attorney
Sep 7, 2018
DATE

SR

[Signature]
By Assistant City Manager

Sep 7, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186462

EFFECTIVE DATE

8/10/2018

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 25%)
- c. Professional / Personal / Planning / Other Service contracts: \$50,000 or less.
- d. Amendments to non-bid contracts: \$50,000 or less, per City Code Sec. 2-34
- e. WRR-FM expenditures: \$50,000 or less per City Code Sec. 2-79(C) of the City Code.
- f. Other (explain on attachment) Lee Engineering-CAT 6- Traffic Engineering Studies and Designs, Timing Extension

RECEIVED
SEP-7 PM 2:25
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:	Lee Engineering, LLC	Vendor No.	VS0000028744
Subject:	BHZ1308-Category 6- Traffic Engineering Studies and Design at various locations.	Department:	TRN

Action Requested: Authorize an extension to an engineering contract with Lee Engineering, LLC to complete the engineering studies and designs at various locations.

Contract Number:	STS-2016-00000433	Contract Term:	NTP	To	4/30/2020
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Background: 2013 RFQ BHZ 1308 selected Lee Engineering as best firm for Cat. 6 (Traffic Engineering Studies and Designs). This contract is for engineering services for 140 traffic signal warrants, 195 turn phasing, 30 multi-way stops, 35 pedestrian crossing analysis studies, 4 special traffic studies and other related tasks. An extension of this project is needed to ensure that Lee Engineering, LLC continues to complete project.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
TOTAL:							0

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	160550	4/13/2016	\$1,156,550.00			%

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	0.00%

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 Assistant City Manager 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

186463

EFFECTIVE DATE

September 5, 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
 SEP - 7 PH 3: 25
 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:	Carmen M Rodgers	Vendor No.	VC19068
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Subject:	Cultural Services - SDCC	Department:	Office of Cultural Affairs
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Action Requested: Authorization is requested to procure the services of Carmen m Rodgers for a musical performance on September 29, 2018 at 8 p.m. at the South Dallas Cultural Center Black Box Theater. Consultant will perform original music as a part of the South Dallas Cultural Center Music Lounge series.

Contract Number:	OCA-2018-00007337	Contract Term:	9/4/2018	To	9/29/2018
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Background: Carmen M Rodgers was selected to perform services at the South Dallas Cultural Center because of her cultural and artistic background, local and national acclaim, and connection to the greater Dallas community. The fee for this service will not exceed \$3,000.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		CX OCA-2018-00007337	\$3,000.00
TOTAL:							\$3,000.00

Project No:	Commodity Code:	96207	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.

Jose Zapata
 By Department Director 09/05/2018
 DATE

Suzanne Oltman
 Approved as to form by City Attorney 09/07/2018
 DATE

Jose Zapata
 By Assistant City Manager 09/05/2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186464

EFFECTIVE DATE

6-27-18

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
 2118 SEP -7 PM 3:17
 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:	Bronze Conservation Services LLC	Vendor No.:	VC16254
Subject:	Conservation of Public Art Collection	Department:	Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of this vendor to provide conservation for the Guardian and Hickman's Stage sculptures at Samuel Grand Park, the Dindi sculpture located at Coombs Creek Park, the 4 People At Play sculptures located at Churchill Recreation Center, and the mosaic piece at Monarch Park.

Contract Number:	OCA-2018-00006831	Contract Term:	6/30/2018 To 12/31/2018
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Background: Recent condition assessments of these public art pieces indicated that these sculptures were in high need of conservation services to prevent further damage. Informal proposals were requested from three vendors. BCS submitted the most advantageous proposal.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4804		3070		MASCOCA-2018-00006831	\$29,750.00
TOTAL:							\$29,750.00

Project No.:		Commodity Code:	91259	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
1						%

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] 6-22-18
 By Department Director DATE

[Signature] 6/27/18
 Approved as to form by City Attorney DATE

[Signature] 6/27/18
 By Assistant City Manager DATE

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	186465
		EFFECTIVE DATE
		09/07/2018 <i>AM</i>

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) Annual Software Maintenance

CITY SECRETARY
DALLAS, TEXAS
SEP 11 AM 8:4

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: **SCANTRON CORPORATION *AM*** Vendor No. 117076

Subject: **Software Maintenance** Department: **Civil Service**

Action Requested: Authorization to pay vendor for maintenance of ParScore Lan Unlimited Users (Serial Number 00800751 and ParTest Lan Unlimited Users (Serial Number 008333600) for the period 11/26/2018 to 11/25/2019

Contract Number: **CVS-2018-00007898** Contract Term: **11/26/2018** To **11/25/2019**

Background: Scantron machines are used to score Civil Services exams. Civil Service has three (3) scantron machines that are utilized for scoring uniform and civilian exam, and providing statistical reports to the Validation team.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CVS	1415	CS04	3438		CX-CVS-2018-00007898	\$1,985.00
TOTAL:							\$1,985.00

Project No: _____ Commodity Code: **93937** 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.

Donald 9/5/18 *John A. McManis* 9/11/2018
 By Department Director DATE Approved as to form by City Attorney DATE
[Signature] 9/7/18
 By Assistant City Manager DATE

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
	186466	186466
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	EFFECTIVE DATE
		09/07/2018 <i>AM</i>

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) Annual Hardware Maintenance
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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 2018 SEP 11 AM
 CITY SECRETARY
 DALLAS, TEXAS

Vendor Name:	SCANTRON CORPORATION <i>AM</i>	Vendor No.	117076
Subject:	Hardware Maintenance	Department:	Civil Service

Action Requested: Authorization to pay vendor for onsite hardware maintenance of two (2) scanners - Agreement #0217902 - Serial Numbers 5804240 and 5804267 for the period of 11/26/2018 to 11/25/2019

Contract Number:	CVS-2018-00007899	Contract Term:	11/26/2018	To	11/25/2019
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Background: Scantron machines are used to score Civil Service exams. Civil Service has three (3) Scantron machines that are utilized for scoring uniform and civilian exams, and providing statistical reports to the Validation team

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	CVS	1416	CS05	3110		CX-CVS-2018-00007899	\$1,564.00
TOTAL:							\$1,564.00

AM
\$1,610.00

Project No:	Commodity Code:	93937	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 9/5/18 *By City Attorney* 9/11/2018
DATE DATE

By Assistant City Manager 9/7/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186467

EFFECTIVE DATE

09/07/2018 *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 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
CITY OF DALLAS
21 SEP 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: Fidelity Investments Vendor No. VC0000010135

Subject: Trust Agreement and Recordkeeping Services Department: City Controller's Office

Action request: Authorize a letter dated August 29, 2018 that changes the methodology to liquidate holdings from BrokerageLink® accounts related to the City of Dallas 401(k) Retirement Savings Plan, effective on October 1, 2018.

Contract Number: CCO-2016-00000451 Contract Term: To

Background: The Plan Board reviewed Fidelity's current methodology to liquidate holdings from BrokerageLink® accounts, Last In, First Out (LIFO), consulted with the service provider, and on August 17, 2018 voted in favor of changing from to a new methodology. As a result, required liquidations will follow this order: 1) core cash, 2) mutual funds, 3) equities, 4) options, 5) fixed income, effective on October 1, 2018.

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

Project No: Commodity Code: Financing:

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

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

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

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

Shari Kowalski 9/5/18 *[Signature]* 9-11-2018
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] 9-6-18 *[Signature]* 9/7/18 *meb*
 By Assistant City Manager DATE DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

~~186468~~

EFFECTIVE DATE

09/07/2018

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 SEP 11 AM 9:01
 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:	Fidelity Investments	Vendor No.	VC0000010135
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Subject:	Trust Agreement and Recordkeeping Services	Department:	City Controller's Office
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Action Requested: Authorize a letter dated September 4, 2018 that adds a core investment option related to the City of Dallas 401(k) Retirement Savings Plan, effective after market close (4:00 p.m. Eastern time) on November 1, 2018.

Contract Number:	CCO-2016-00000451	Contract Term:	To
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Background: The Plan Board reviewed the large cap value fund investment options, consulted with the service provider, and on August 17, 2018 voted in favor of adding the JPMorgan Equity Income Fund. As a result, the JPMorgan Equity Income Fund will be added as a large cap value investment option, effective after market close (4:00 p.m. Eastern time) on November 1, 2018.

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

Project No: _____ Commodity Code: _____ Financing: _____

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

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

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

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

Shei Kowalski 9/5/18 *me* *[Signature]* 09/11/2018
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] 9-6-18 *[Signature]* 9/7/18 *me*
 By Assistant City Manager DATE DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186469

EFFECTIVE DATE

09/11/2018 *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 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
 SEP 11 AM 11:05
 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:	Fidelity Investments	Vendor No.:	VC0000010135
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Subject:	Trust Agreement and Recordkeeping Services	Department:	City Controller's Office
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Action Requested: Authorize a letter dated August 29, 2018 that changes the methodology to liquidate holdings from BrokerageLink® accounts related to the City of Dallas 457 Deferred Compensation Plan, effective on October 1, 2018.

Contract Number:	CCO-2016-00000452	Contract Term:	To
------------------	-------------------	----------------	----

Background: The Plan Board reviewed Fidelity's current methodology to liquidate holdings from BrokerageLink® accounts, Last In, First Out (LIFO), consulted with the service provider, and on August 17, 2018 voted in favor of changing from to a new methodology. As a result, required liquidations will follow this order: 1) core cash, 2) mutual funds, 3) equities, 4) options, 5) fixed income, effective on October 1, 2018.

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

Shari Kowalski 9/5/18 *AM*
 By Department Director DATE

[Signature] 9-11-2018
 Approved as to form by City Attorney DATE

[Signature] 9-6-18
 By Assistant City Manager DATE

mer

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
		186470
		EFFECTIVE DATE
		09/07/2018 <i>DM</i>

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)

2810 SEP 11 PM 3:35
 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 *DM*
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	Industrial/Organizational Solutions, Inc.	Vendor No.	VS0000014784
Subject:	Situational Judgment Test & Personality Inventory for Dallas Fire-Rescue New Recruits	Department:	Civil Service

Action Requested: Request authorization to enter into a contract with I/O Solutions for activities associated with the Situational Judgment Test and Personality Inventory for Dallas Fire-Rescue New Recruits.

Contract Number:	CVS-2018-00007884	Contract Term:	9/10/2018	To	9/9/2019
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Background: The implementation of the Situational Judgment Test is to replace the structured interview currently used by Dallas Fire-Rescue for the Fire-Rescue Officer Trainee. The purpose of performing the Personality Inventory is to identify candidates that may pose a "behavioral risk" to the department and should measure characteristics such as integrity, emotional stability & resiliency.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	AD00	DF07	3072		CX-CVS-2018-00007884	\$23,810.00
0001	DFD	AD00	DF07	3072		CX-CVS-2018-00007884	\$25,110.00
TOTAL:							\$48,892.00

Project No:	Commodity Code:	92420	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.

Tom McDonald 9/6/18 *John S. McDaniel* 9/11/2018
 By Department Director DATE Approved as to form by City Attorney DATE
[Signature] 9/7/18
 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

186471

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)

RECEIVED
 21 SEP 11 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:	John Jay College Foundation	Vendor No.	VC17135
Subject:	Recruitment Advertisement	Department:	Dallas Police Department

Action Requested:	Authorize payment for recruitment ads, job fair, exhibition booth with John Jay College Foundation.		
Contract Number:	DPD-2018-00006963	Contract Term:	To

Background: This fee covers interview rooms, 10 on campus recruitment days, various kiosks ads, exhibition booth at job fairs, full page ad in Handbook for Professional Writing.


FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DPD	2115		3320		DPD-2018-00006963	\$5,000.00
TOTAL:							\$5,000.00

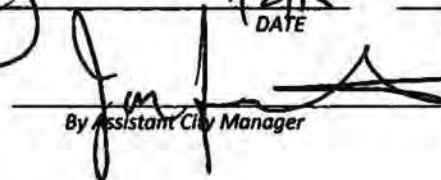
Project No:	Commodity Code:	Financing:	Current Funds
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount
		Total Previous Change Orders	Change Amount Including this Order
			Total Change Order Percentage
			%


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.


 By Department Director 7/21/18 DATE


 By Assistant City Manager 8-9-18 DATE


 Approved as to form by City Attorney 9/06/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186472

EFFECTIVE DATE

9-4-18

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) Payment for Damages/Repair of Leased Vehicles

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: Enterprise Rent-A-Car Vendor No. VC13560

Subject: Payment for Damages/Repair of Leased Vehicles Department: Dallas Police Department

Action Requested: Authorize payment for damages incurred to leased vehicles used for police operations, investigations, and covert activities.

Contract Number: DPD-2018-00006975 Contract Term: To

Background: Leased vehicles used by the Dallas Police Department were damaged during the course of the rental period. The contract for leased vehicles requires the City to make payment for damages to these vehicles during the rental period.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DPD	2181		3099		DPD-2018-00006975	\$9,789.07
TOTAL:							\$9,789.07

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

8/23/18
DATE

[Signature]
Approved as to form by City Attorney

9/06/18
DATE

[Signature]
By Assistant City Manager

9-4-18
DATE

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CITY OF DALLAS
2018 SEP 13 10:43 AM



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186473

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)

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 2:11 SEP 11 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:	The New York Times	Vendor No.:	8899
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Subject:	Subscription to NYTimes.com	Department:	Library
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Action Requested: Authorize payment to The New York Times for a web-based subscription to NYTimes.com - not to exceed \$19,375.20.

Contract Number:	LIB-2018-00007301	Contract Term:	9/1/2018	To	8/31/2019
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Background: The New York Times provides 24-hour access to video, photography, interactive research tools, news, international editions of the NYT for Dallas Public Library card holders. The Library feels this is a valuable resource for customers and will complement existing research tools and resources. This subscription is for one year with unlimited access from within the library, 40,000 annual offsite activation with 24 hours of access and free weekly printed copies of NYT Book Review.

FUND	DEPT	UNIT	AGTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00007301	\$19,375.20
TOTAL:							\$19,375.20

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	M/WBE Certification Number
	\$	\$	\$	\$	

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

By Department Director

 By Department Director

08.07.18

 DATE

Approved as to form by City Attorney

 Approved as to form by City Attorney

By Assistant City Manager

 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

186474

EFFECTIVE DATE

5-3-18

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

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

RECEIVED
 21 SEP 12 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: Xylem Water Solutions USA, Inc. Vendor No. VC0000010486

Subject: Service Contract Extension Department: Trinity Watershed Management

Action Requested: Authorize a six (6) month extension for service contract BMZ1407 - Pump Overhaul, Maintenance, Repair Services and Parts for TWM. This extension will provide continued coverage until new contract is approved.

Contract Number: POM-2018-00005696 Contract Term: 4/21/2018 To 10/20/2018

Background: This service contract agreement was awarded by Council on 4/22/2015, resolution # 15-0745, with Xylem Water Solutions USA, Inc., for Pump Maintenance, Repair Services and Parts for TWM.

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

Project No: BMZ1407 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	15-0745	4/22/2015	\$201,559.90	\$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

4/30/18
DATE

Approved as to form by City Attorney

5/9/18
DATE

By Assistant City Manager

5-3-18
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186486

EFFECTIVE DATE

9-10-18

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 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) License for Photo Use

RECEIVED
 21 SEP 12 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:	Glen La Ferman	Vendor No.	VS97625
Subject:	License for Photo Use	Department:	Office of Cultural Affairs
Action Requested:	La Ferman owns rights to the photograph of Jimmie Vaughan and Stevie Ray Vaughan holding a double-necked guitar and he will allow artist, Casto Solano, to use this image to create a final design for the artwork celebrating Jimmie Vaughan and Stevie Ray Vaughan to be installed at Kiest Park. La Ferman grants to the City the right and license to commission the design and fabrication of, install and maintain a public artwork featuring the reference to the photograph, as well as the right and license to distribute non-commercial promotional printed and non-commercial promotional digital materials and non-commercial promotional items to promote the visibility of the installation for the City of Dallas. La Ferman authorizes the City to use the Photograph-as incorporated into the Artwork by Casto Solano- in the installation of the Artwork to be installed at Kiest Park, 3080 South Hampton Road, Dallas, Texas 75201 for a fee of \$2000.00 and a photographer credit on the installation, Artwork, and any promotional materials substantially as follows: Photograph by Glen La Ferman.		
Contract Number:	OCA-2018-00007790	Contract Term:	To

Background: Casto Solano is an internationally prominent artist who has been contracted by the City of Dallas to create a site specific sculpture to honor Jimmie and Stevie Ray Vaughan at Kiest Park, 3080 South Hampton Road, Dallas, Texas 75224.

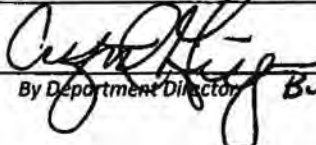
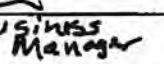
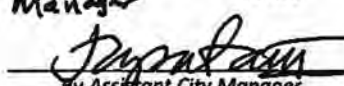
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
1T00	PKR	N809	PUBA	3070	PKKIESTPA	OCA-2018-00007790	\$2000.00
TOTAL:							\$2000.00

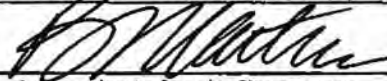
Project No:	Commodity Code:	96207	Financing:	Current Funding		
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
						%

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

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

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


 By Department Director
 BUSINESS Manager
 9/6/2018 DATE
 By Assistant City Manager


 Approved as to form by City Attorney
 9-7-18 DATE
 9-10-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

106487

EFFECTIVE DATE

9-10-18

RECEIVED
SEP 12 AM 9:51
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) Publicity release for use of photographs

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

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: Jimmie Vaughan Vendor No. _____

Subject: Publicity release for use of photographs Department: OCA

Action Requested: Right of Publicity License Agreement for use of photographic images in a Public Art installation honoring the Vaughan Brothers at Kiest Park, 3080 South Hampton Road, Dallas, TX 75201

Contract Number: OCA-2018-00007921 Contract Term: _____ To _____

Background: Artist Casto Solano is an internationally prominent artist who has been contracted by the City of Dallas to create a site specific sculpture to honor Jimmie and Stevie Ray Vaughan at Kiest Park, 3080 South Hampton Road, Dallas, Texas 75201

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							\$0

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.

[Signature]
By Department Director

9/6/2018
DATE

[Signature]
Approved as to form by City Attorney

9-7-18
DATE

[Signature]
By Assistant City Manager

9-10-18
DATE

Memorandum

RECEIVED

2018 SEP 17 PM 4: 14

CITY SECRETARY
DALLAS TEXAS



City of Dallas

DATE September 13, 2018

TO City Secretary's Office

SUBJECT Correction to Administrative Action 18-6488

The subject Administrative Action was approved on September 10, 2018 authorizing a license for photo use for public art with Tracey Anne Hart.

The following changes are needed to correct financial/funding information (additions / deletions):

Fund: 0001	Encumbrance: OCA-2018-00004568
Dept: PKR	Vendor: VS95630 <u>VS95894</u>
Unit: N809	Amount: \$500.00
ACTV: PUBA	Commodity Code: 91800
Obj: 4425	Financing: 2006 Bond Funds

Point of contact for additional information is Cliff Gillespie at 670-3996.

Cliff Gillespie
Business Operations Manager
Office of Cultural Affairs



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186488

EFFECTIVE DATE

9-10-18

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) License for photo use for public art

RECEIVED
 SEP 12 AM 9:55
 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: Tracy Anne Hart Vendor No. VS95630

Subject: License for photo use for public art Department: Office of Cultural Affairs

Action Requested: Authorization is requested to pay the attached invoice for services rendered based on submitted invoice: \$500 for a one-time use of photograph of Stevie Ray Vaughan by Tracy Anne Hart as allowed in License agreement attached for use on permanent public art by artist Casto Solano to be installed at Kiest Park

Contract Number: OCA-2018-00004568 Contract Term: To

Background: Casto Solano is an internationally prominent artist contracted by the City of Dallas to create a site-specific sculpture at Kiest Park, 3080 South Hampton Road, Dallas, Texas 75224 that will honor the musical contributions of Jimmie and Stevie Ray Vaughan.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
1T00	PKR	N809	PUB A	4425	PKKIESTPA	OCA-2018-00004568	\$500.00
TOTAL:							\$500.00

Project No:	Commodity Code: 91800	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.

By Department Director

9/6/2018
DATE

Approved as to form by City Attorney

9-7-18
DATE

By Assistant City Manager

9-10-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186489

EFFECTIVE DATE

9-10-18

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) Publicity release for use of photographs

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2018 SEP 12
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: Jimmy Vaughan Vendor No. _____

Subject: Publicity release for use of photographs Department: OCA

Action Requested: Right of Publicity License Agreement for use of photographic images in a Public Art installation honoring the Vaughan Brothers at Kiest Park, 3080 South Hampton Road, Dallas, TX 75201

Contract Number: OCA-2018-00007922 Contract Term: _____ To: _____

Background: Artist Casto Solano is an internationally prominent artist who has been contracted by the City of Dallas to create a site specific sculpture to honor Jimmie and Stevie Ray Vaughan at Kiest Park, 3080 South Hampton Road, Dallas, Texas 75201

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00
TOTAL:							\$0

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.

Casto Solano
By Department Director DATE 9/6/2018

[Signature]
Approved as to form by City Attorney DATE 9-7-18

[Signature]
By Assistant City Manager DATE 9-10-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186490

EFFECTIVE DATE

9/5/2018

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?

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DALLAS TEXAS
AM 10:52

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:	Urban Land Institute - LB Meetings	Vendor No.	070137
Subject:	ULI Center for Leadership Class of 2019	Department:	ECO

Action Requested: Authorize a one-time payment of \$2,000.00 for the program cost for the ULI North Texas Center for Leadership Class of 2019 for a Business Development Analyst staff member.

Contract Number: ECO-2018-00007777 Contract Term: ~~8/24/2018~~ To 5/31/2019

Background: A Business Development Analyst staff member was selected from a competitive process to participate in the ULI Center for Leadership Class of 2019. The program works with emerging leaders to discuss development issues facing North Texas.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1164	ECO 2	3361		CX ECO-2018-00007777	\$2,000.00
TOTAL:							

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

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

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

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

By Department Director 8/28/18 DATE

Approved as to form by City Attorney 9/11/18 DATE

By Assistant City Manager 9/5/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186491

EFFECTIVE DATE

8-23-18 *BRW*

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
 SEP 12 PM 2:03
 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 *BRW*

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

Vendor Name:	Midwest Tape	Vendor No.	VS0000013323
Subject:	Hoopla	Department:	Library

Action Requested: Authorize an agreement for use of an existing system with Midwest Tape for their Hoopla Service

Contract Number:	LIB-2018-00007395	Contract Term:	10/1/2018	To	9/30/2019
------------------	-------------------	----------------	-----------	----	-----------

Background: Hoopla is a media service platform offered through Midwest Tape that provides sole source services which includes streaming and downloadable media this is available to customers. Midwest Tape Hoopla delivers e-media that can be streamed directly through an app or downloaded for offline use, and is the only transactional media on demand platform currently available. Authorization to extend terms and payment of \$15,000.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00007395	\$15,000.00
TOTAL:							\$15,000.00

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 08. 21. 18 *BRW* 9/12/2018
 DATE DATE DATE

By Assistant City Manager 8-23-18
 DATE DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186493

EFFECTIVE DATE

8/14/2018

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) Request for execution of DHAP Homebuyer Written Agreements

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CITY SECRETARY
DALLAS, TX
SEP 13 AM

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: Oscar Hernandez 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: 10695 Contract Term: To

Background: Mr. Hernandez was approved for \$82,500.00 in assistance from DHAP. DHAP was approved by City Council on Oct. 25, 2017 per Resolution 171653. Funding for the assistance was approved through the FY 2017-2018 HUD Consolidated Plan per Council Resolution 171171. The program was approved to allow homebuyer assistance to homebuyers at or below 80% of the area median income. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

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

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director *[Signature]* 8/9/2018 DATE

Approved as to form by City Attorney *[Signature]* 8/15/18 DATE

By Assistant City Manager *[Signature]* 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

18649.4

EFFECTIVE DATE

9/10/18

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

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

CITY SECRETARY
DALLAS, TEXAS
2018 SEP 13 PM
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: NCH Corporation dba Chemsearch FE Vendor No: VS95438

Subject: BIO-AMP Program at Dallas Love Field Department: AVI

Action Requested: Authorize Administrative Action to extend ~~date and process~~ ^{Term at} Change Order #4 to add 25% increase to the original amount of (AA 176393) contract (MASCVINCH081617)

Contract Number: AVI-2018-00007896 ³¹³⁴ _{AA} Contract Term: 9/16/2018 To 9/30/2019

Background: Dallas Love Field implemented a BIO-AMP Program to prevent hazardous spills and back-ups in the grease traps of our restaurant concessionaires. Current MASCVINCH081617 is low on funds and due to expire. We need to continue this service until long term agreement is in place. Amount of 25% increase is \$6,375.00. Bring the AA total from \$25,500.00 to \$31,875.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7739	AV21	2190		AVI-2018-00007896	\$6,375.00
TOTAL:							\$6,375.00

Project No: Commodity Code: 96896 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
1	17-6939	8/21/2017	\$25,500.00	\$0.00	\$6,375.00	25.00%

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

9/6/18
DATE

Approved as to form by City Attorney
9/12/18
DATE

By Assistant City Manager
9/10/18
DATE



ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186495

EFFECTIVE DATE

9-10-18

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
SEP 13 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: **Moody's Investors Service** Vendor No. **951236**

Subject: **Annual Surveillance Invoice** Department: **AVI**

Action Requested: **Authorize Administrative Action to pay for invoice for services rendered through Moody's Investors Service.**

Contract Number: **AVI-2018-00007905** Contract Term: **9/5/2018** To: **9/30/2019**

Background: **Moody Investors was previously paid through LFAMC with bond proceeds. However, with funds being depleted we were requested to submit an AA to pay for invoice. AVI is looking to continue the service and looking into a long term procurement option. Invoice for services rendered not to exceed \$14,500.00.**

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7750	DEBT	3899		AVI-2018-00007905	\$14,500.00
TOTAL:							\$14,500.00

Project No: _____ Commodity Code: **97100** Financing: **FY2018 Operating Funds**

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

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

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

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

By Department Director: DATE: **9/6/18**

Approved as to form by City Attorney: DATE: **9/11/18**

By Assistant City Manager: DATE: **9/10/18**



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186496

EFFECTIVE DATE

6-13-18

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CITY SECRETARY
DALLAS, TEXAS
SEP 13 PM 4:41

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) Donor Recognition System

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 Parks Foundation Vendor No.: VS92318

Subject: Donor Recognition System Department: Park and Recreation

Action Requested: Authorize a Donor Recognition System in accordance with the Park and Recreation Board Plaque Policy and approve an agreement with Dallas Parks Foundation to raise the funds to provide and install brick pavers at Kidd Springs Aquatic Center located at 807 West Canty Street. Contact: Robin Steinhneider 214-670-9778

Contract Number: PKR-2018-00006664 Contract Term: 6/1/2018 To 5/31/2019

Background: Dallas Park and Recreation Department will be constructing a new Kidd Springs Community Aquatics Center which is planned to open in summer 2019. Staff was recently approached by a neighborhood resident about establishing a donor recognition system of brick pavers that could be used to raise funds for swim lessons and programs at the new facility.

FUND	DEPT	UNIT	ACTY	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	PKR	N/A	N/A	N/A	N/A	PKR-2018-00006664	\$0.00
TOTAL:							\$0.00

Project No: _____ Commodity Code: _____ Financing: _____

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

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

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

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

By Department Director: Robert Abtani 6-08-18 DATE
 Approved as to form by City Attorney: B. N. R. H. 08/24/2018 DATE
 By Assistant City Manager: [Signature]
 DATE: 6/13/18 Secretary: [Signature]
 Robert Abtani, President Park and Recreation Board
 Park and Recreation Board

Memorandum

RECEIVED

2018 OCT --5 AM 9: 23

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

DATE October 4, 2018

TO City Secretary's Office

SUBJECT **Change to Administrative Action #18-6497**

Please note the following update to Administrative Action #18-6497.


From:

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	LIB	5392		3099		LIB-2018-00007876	\$44,173.00

To:

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	LIB	5310		3070		LIB-2018-00007876	\$44,173.00

Please contact me at 214-670-7809 if you have any questions.


 Mary Jo Giudice
 Director of Libraries

Handwritten initials/signature



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186497

EFFECTIVE DATE

09/12/2018

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

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

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 2018 SEP 14 AM 9:22
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Texas State Library and Archives Commission Vendor No. 265487

Subject: TexShare Database Participation Fee Department: Library

Action Requested: Authorize the payment of the TexShare Participation Fee - \$44,173.00.

Contract Number:	LIB-2018-00007876	Contract Term:	9/1/2018	To	8/31/2019
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Background: The TexShare database program, provides electronic database resources to 700 Texas public, academic, and medical libraries. These databases are research tools available 24 hours a day, via the web, for registered patrons of participating Texas libraries. Topics include homework help for students, health and business information, biography and genealogy, as well as literature and archival information.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3099		LIB-2018-00007876	\$44,173.00
TOTAL:							\$44,173.00

Project No: _____ Commodity Code: _____ Financing: _____

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

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

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

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

[Signature]
 By Department Director

09.05.18
 DATE

[Signature] 9/14/2018
 Approved as to form by City Attorney DATE

[Signature]
 By Assistant City Manager

9/12/18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186498

EFFECTIVE DATE

09/12/2018 AM

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

- 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
 SEP 14 AM 9:21
 CITY SECRETARY
 DALLAS, TEXAS

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

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

4. Any administrative actions to the vendor in the last 18 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:	Amigos Library Services	Vendor No:	206886
Subject:	TExpress Courier Service	Department:	Library

Amount Requested:	Authorize the payment of Courier Service fee (TExpress) - \$2,971.00		
Contract Number:	LIB-2018-00007757	Contract Start:	9/1/2018 To 8/31/2019

Background: The Texas State Library and Archives Commission in conjunction with Amigos Library Services coordinate a courier service for libraries in Texas. The goal of the TexShare ILL / Courier (TExpress) program is to promote resource sharing, improve ILL services among member libraries, and to provide faster, more cost effective delivery of interlibrary loan materials in Texas. TExpress service offers a five day-a-week pickup and delivery service for participating libraries

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5391		3099		LIB-2018-00007757	\$2,971.00
TOTAL:							\$2,971.00

Project No:	Commodity Code:	Funding:				
Change Order No.	Original ER/AA No.	Original ER/AA Date	Original ER/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 \$20,000.

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] 09.05.18 DATE
 Approved as to form by City Attorney: [Signature] 9/14/2018 DATE
 By Assistant City Manager: [Signature] 9/12/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186499

EFFECTIVE DATE

09/10/2018

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
 SEP 14 AM 10:00
 CITY SECRETARY
 DALLAS, TEXAS

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

Is this expenditure related to a construction project? Yes No

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

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

Vendor Name:	Huitt-Zollars	Vendor No.:	090025
--------------	---------------	-------------	--------

Subject:	Release of Liability	Department:	AVI
----------	----------------------	-------------	-----

Authorize Administrative Agreement for vendor to release liability of deicing panel and valves' system. AA has no dollar value.

Contract Number:	AVI-2018-00007343	Contract Terms:	8/8/2018 - To 12/31/2018
------------------	-------------------	-----------------	--------------------------

Background: Huitt-Zollars was hired by LFMP-1 to design the deicing panel and valves' system. Due to the system's malfunction, the LFMP and HZ will pay CP&Y to redo the system. HZ requested a specific release of liability form to be signed by the City, and Michael Doss, AVI's newly assigned City Attorney has been working on it. (please see the attached letter). The CAO request that a no cost AA is also needed.

FUND	DEPT	UNIT	ACTV	OR	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	N/A	N/A	N/A	N/A		AVI-2018-00007343	\$0.00
TOTAL:							\$0.00

Project No. _____ Remedial Code: 92597 Financing: FY2018 Operating Funds

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

MYRBE INFORMATION - Other and minor vendors use this section for low bid contracts greater than \$20,000 but less than \$70,000.

Indicate Amount to Each Group:	Agreement/Contract	Warranty	Construction - Repair	Other/Unpaid	MYRBE Contractible Amount
	\$	\$	\$	\$	

MYRBE's - 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



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186500

EFFECTIVE DATE

8/22/18

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CITY SECRETARY
DALLAS, TEXAS
SEP 14 AM 10:11

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

- a. Low bid contracts of not more than \$70,000
- b. Change orders for low bid contracts: \$50,000 or less (may not increase original contract price by more than 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) Authorize amendment to Chapter 59 Agreement with Tarrant County

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: Tarrant County Criminal District Attorney Vendor No.: VC0000007660

Subject: Chapter 59 Asset Forfeiture Agreement Department: Dallas Police Department

Action Requested: Authorize amendment to Chapter 59 Asset Forfeiture Agreement.

Contract Number: DPD-2018-00007046 Contract Term: To

Background: This amendment will allow for the split or share of awarded seized currency between City of Dallas and Tarrant County to go from a 50/50 split to a 60/40 split in favor of City of Dallas.

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


Project No: Commodity Code: Financing:


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


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

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

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

By Department Director:  DATE: 8/18/18

Approved as to firm by City Attorney:  DATE: 9/7/18

By Assistant City Manager:  DATE: 8/22/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186501

EFFECTIVE DATE

09/12/2018 *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 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 SEP 14 AM
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:	Viking Fence Co., Ltd.	Vendor No.	516887
Subject:	Prairie Creek Branch Library Fence Repair	Department:	LIB

Action Requested: Authorize services and payment of \$4,450.00 to Viking Fence Co to provide and install materials to repair the fence at Prairie Creek Branch Library.

Contract Number:	LIB-2018-00007811	Contract Term:	8/28/2018	To	11/28/2018
------------------	-------------------	----------------	-----------	----	------------

Background: The Prairie Creek Branch Library fence was hit by car during an accident. Quotes from three vendors were requested to repair the section of fence that was damaged with Viking Fence Co providing the only proposal at \$4,450.00.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5322		3099		LIB-2018-00007811	\$4,450.00
TOTAL:							\$4,450.00

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	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 09.05.18 DATE

[Signature] Approved as to form by City Attorney 09/14/2018 DATE

[Signature] By Assistant City Manager 9/12/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186502

EFFECTIVE DATE

09/12/2018 *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)

RECEIVED
SEP 17 AM 10:07
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: Binswanger Enterprises, LLC d/b/a Binswanger Glass Vendor No. 013459

Subject: Central Library Lactation Room Storefront Department: LIB

Action Requested: Authorize services and payment of \$9,970.00 to Binswanger Glass to provide materials and construct a lactation room storefront at J. Erik Jonsson Central Library.

Contract Number: LIB-2018-00007812 Contract Term: 8/28/2018 To 11/28/2018

Background: To provide the public a lactation room at J. Erik Jonsson Central Library, the Library requested three quotes to include materials and services to construct a storefront system. Binswanger Glass provided the lowest bid. Authorization is requested to contract with and process payment for the lactation room storefront to Binswanger Glass.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5322		3099		LIB-2018-00007812	\$9,970.00
TOTAL:							\$9,970.00

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.

W. J. Gindice
By Department Director
09.05.18
DATE

Bob J. McDaniel
Approved as to form by City Attorney
9/17/18
DATE

Debra...
9/12/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186503

EFFECTIVE DATE

09/12/2018

CITY SECRETARY
DALLAS, TEXAS
SEP 17 PM 12:19

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: Deaf Action Center Vendor No. 005500

Subject: On-Site Sign Language Interpreters Department: Office of Procurement Services

Action Requested: Authorize a service contract for on-site sign language interpretation with Deaf Action Center for a two year term from 10/01/2018 to 09/30/2020

Contract Number: POM-2018-00007318 Contract Term: 10/1/2018 To 9/30/2020

Background: This two year service contract, with Deaf Action Center will allow the continuation of citywide sign language translation services. Services performed by blind or severely disable persons are exempt from the competitive bidding process (Texas Local Government Code Section 252.022,13). Sign Language Interpreters assist detectives and/or City staff with scheduled interviews, hearings before court, jury trials, juvenile court and emergency requests.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	OPS	1233	N/A	3099	NA	BX1805	\$40,950.00
TOTAL:							\$40,950.00

Project No: BX1805 Commodity Code: 96146 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
0	N/A	N/A	\$0.00	0	\$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]* DATE: 9/12/18

Approved as to form by City Attorney: *[Signature]* DATE: 9/17/2018

By Assistant City Manager: *[Signature]* DATE: 9/12/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186504

EFFECTIVE DATE

Sep 18, 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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 SEP 18 AM 11:22
 CITY SECRETARY
 DALLAS, TEXAS

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

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

Vendor Name: **CalendarRules.com, LLC** Vendor No. **VC19183**

Subject: **Free Calendar Trial** Department: **Communication and Information Services**

Action Requested: **Authorize an executed agreement for a free calendar trial.**

Contract Number: **DSV-2018-00007849** Contract Term: **9/17/2018** To: **12/31/2018**

Background: **The City Attorney's Office is currently replacing their legal matter system that is used to log, track, and assign work matters to attorneys. This free trial will allow the City Attorney's Office to test a calendar feature that could potentially integrate with the new system. This web-based service provides dates and filing deadlines for various legal courts that assists in scheduling legal matters.**

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

Project No.: _____ Commodity Code: _____ Financing: **Communication 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

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 (Sep 13, 2018)
 By Department Director DATE

[Signature]
 Approved as to form by City Attorney **A.H.** DATE
Sep 18, 2018

[Signature]
 By Assistant City Manager DATE

Sep 18, 2018
 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

186505

EFFECTIVE DATE

9-13-18 ^{MB}

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 SEP 18
CITY SEC
DALLAS, TX
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: Altec Industries, Inc. Vendor No. 238335

Subject: Repair of Department-Owned Bucket Truck Department: Transportation

Action Requested: Payment of attached invoices

Contract Number: TRN-2018-00007948 Contract Term: To 12/31/2018

Background: This equipment is used in the daily of Traffic Field Operations. Since the repairs required the vendor to dismantle the equipment in order to estimate the damage, it was repaired according to AD 4-5 Section 10.4 (3). This work was performed by an authorized vendor, and the payment is now being requested. Invoices cover the repair.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	TRN	3054	PB02	3060	N/A	CX TRNALTECL1	\$2,973.60
TOTAL:							\$2,973.60

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
	N/A		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	N/A

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

By Department Director: DATE: _____

Approved as to form by City Attorney: DATE: 9/17/18

By Assistant City Manager: DATE: 09/13/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186506

EFFECTIVE DATE

September 12, 2018

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

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

RECEIVED
 SEP 17 PM 4:
 CITY SECRETARIAN
 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: JESUS EVELIO FLORES **Vendor No.:** VS0000018327

Subject: Professional Services **Department:** Office of Cultural Affairs

Action Requested: Consultant's dance company, Mitotiliztli Yaotollohtl, shall participate in two performances celebrating Hispanic Heritage Month. The first one-hour performance hosted by the Regional Hispanic Contractors Association, and the second one-hour performance hosted by the Bookmarks in NorthPark Library. Interactive performances will consist of the cultural and artistic tradition of the Mexihua-Nahuatl (Aztec). The performances, entitled *Mexican Mitote*, will be presented to event attendees of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2018-00007959 **Contract Term:** 9/15/18 **To:** 9/30/18

Background: Consultant shall perform services at the fee of \$650 each; the cumulative total of which shall not exceed a fee of **\$1,300.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final artist evaluation of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	CX OCA-2018-00007959	\$1,300
TOTAL:							\$1,300

Project No.: **Commodity Code:** 96207 **Financing:** General Fund

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

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

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

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

Jennifer Scripps
 Jennifer Scripps (Sep 12, 2018)
 By Department Director

Sep 12, 2018
 DATE

Marichelle Samplos
 Marichelle Samplos (Sep 13, 2018)
 Approved as to form by City Attorney

Sep 13, 2018
 DATE

Josely Zapata
 Josely Zapata (Sep 12, 2018)
 By Assistant City Manager

Sep 12, 2018
 DATE

502081



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186507

EFFECTIVE DATE

Sep 18, 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
SEP 18 AM 11:11
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: **immixTechnology, Inc.** Vendor No: **VS0000045932**
 Subject: **Services Hours for Kronos SaaS Implementation** Department: **Communication & Information Services**

Action Requested: **Authorize Supplemental Agreement No. 2 to increase the contract for additional service hours.**

Contract Number: **DSV-2017-00002617** Contract Term: **9/15/2018** To: **6/30/2021**

Background: The City uses Kronos as its timekeeping system and is in the process of moving the software from an on-premise platform to a hosted solution. To mitigate the risk of data loss and merging issues, the City chose to cutover to the new hosted platform during off-peak hours, requiring the vendor to work additional services hours.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1665		3110		DSV-2017-00002617	\$8,483.60
TOTAL:							\$8,483.60

Project No: _____ Commodity Code: _____ Financing: **Communication & Information Services Current Funds - Subject to Annual Appropriations**

Change Order No.	Original GR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	17-1739	11/8/2017	\$526,343.91	\$26,232.36	\$34,715.96	6.49%

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 (Sep 11, 2018) **09/11/18**
 By Department Director DATE

Barbara A. McAninch
 Barbara A. McAninch (Sep 18, 2018) **Sep 18, 2018**
 Approved as to form by City Attorney BAMC DATE

[Signature]
 By Assistant City Manager DATE

Sep 18, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186508

EFFECTIVE DATE

Sep 18, 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
 SEP 18 PM 4:15
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name:	Virtuo Group Corporation	Vendor No.:	VS97906
--------------	--------------------------	-------------	---------

Subject:	Knowbe4 Cybersecurity Training & Support	Department:	Communication & Information Services
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Action Requested: Authorize a services contract for the acquisition of a software license and technical support for Knowbe4 Cybersecurity Training pursuant to GSA cooperative purchasing contract, GS-35F-0067T.

Contract Number:	DSV-2018-00007097	Contract Term:	10/1/2018	To	9/30/2019
------------------	-------------------	----------------	-----------	----	-----------

Background: Knowbe4 Cybersecurity is an integrated platform for security awareness training that provides an extensive library of training content and simulated baseline tests to assess and address the percentage of enterprise computer users prone to social engineering attacks such as phishing. The Knowbe4 solution provides a comprehensive approach to manage cybersecurity threats with emphasis on the correcting human error.

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0198	DSV	1664		3361		DSV-2018-00007097
TOTAL:								\$39,500.00

Project No.:	Commodity Code:	Financing:	Communication and Information Services Current Funds (Subject to Appropriations)
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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	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 (Aug 29, 2018)
 By Department Director

Aug 29, 2018
 DATE

Don Knight
 Approved as to form by City Attorney

Sep 18, 2018
 DATE

[Signature]
 By Assistant City Manager

Sep 18, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186509

EFFECTIVE DATE

September 06, 2018

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

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

CITY SECRETARY
SEP 18 PM 4:28
RECEIVED
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: BENCHMARK INTERNET GROUP LLC Vendor No. VS93948

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Authorization is requested for a contract with vendor for email marketing services, as provided in attached proposal, for the Office of Cultural Affairs, including sub-accounts for each the Moody Performance Hall, Majestic Theatre, Meyerson Symphony Center, Bath House Cultural Center, Latino Cultural Center, Oak Cliff Cultural Center, and South Dallas Cultural Center.

Contract Number: OCA-2018-00007462 Contract Term: 09/15/2018 To 07/22/2019

Background: Email marketing to improve OCA's external communication is needed to effectively notify the community of upcoming events, funding opportunities, and general arts news. The use of this email marketing service will continue to effectively increase the visibility of each cultural center's unique brand and services. Vendor's proposal was the most advantageous of three bids received (Benchmark, Mail Chimp, Zoho Campaigns).

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4903		3070		OCA4903V135	\$2,853.38
TOTAL:							\$2,853.38

Project No: Commodity Code: 91522 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 _s
	\$	\$	\$	\$	

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

Jennifer Scarpis (Sep 6, 2018)
By Department Director

Sep 6, 2018

DATE

Approved as to form by City Attorney

Sep 6, 2018

DATE

By Assistant City Manager

Sep 6, 2018

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186510

EFFECTIVE DATE

9/14/18

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2018 SEP 19 AM
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 No. 2, to extend the contract term for four months and an increase in funds.

Contract Number: MGT-2018-00006446 Contract Term: ~~9/30/2018~~ 10/1/18 To 1/31/2019

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. Medixcar LLC accommodates wheelchair passengers from the clients home to medical facility and back home.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	4297		3070		MADCTTRANS2	\$7,130.00
TOTAL:							\$7,130.00

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
2	185806	5/10/2018	\$11,400.00	\$13,600.00	\$20,730.00	81.84%

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

9/12/18

Approved as to form by City Attorney

9/18/18
DATE

By Assistant City Manager

9/14/2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186511

EFFECTIVE DATE

9/14/18 *[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)

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7:18 SEP 19 AM '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: 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 No. 2, to extend the contract term for four months and increase the funds. *10/1/2018*

Contract Number: MGT-2018-00006307 Contract Term: ~~9/30/2018~~ To 1/31/2019

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
0001	MGT	4297		3070		MADCTTRANS	\$15,207.00
TOTAL:							\$15,207.00

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
2	185721	4/26/2018	\$24,367.50	\$33,467.50	\$48,674.50	99.75%

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: 9/12/18

[Signature]
Approved as to form by City Attorney
DATE: 9/18/18

[Signature]
By Assistant City Manager
DATE: 9/14/2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186512

EFFECTIVE DATE

9/13/18

no

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
SEP 19 AM 8:55

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

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

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

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

Vendor Name: HD Supply Waterworks, LTD. to Core & Main LP Vendor No. VS0000038746

Subject: Name Change & Master Agreement Extension Department: Dallas Water Utilities

Action Requested: Change vendor company name from HD Supply Waterworks, LTD. to Core & Main LP and Authorize a twelve (12) month extension for service contract BM1413 - Gaskets, Packing, Washers & O-Rings. This extension will provide continued coverage until new contract is approved. This extension will provide continued coverage in order to utilize current funding.

Contract Number: DWU-2018-00007292 Contract Term: 12/8/2018 To 12/7/2019

Background: This service contract agreement was awarded by Council on 12/10/2014, resolution # 14-2089, with HD Supply Waterworks, LTD. now Core & Main LP (VS0000038746) for Gaskets, Packing, Washers & O-Rings.

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

Project No: Commodity Code: Financing:

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	14-2089	12/10/2014	\$10,000.00	\$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.

RP [Signature]
By Department Director

9/12/18
DATE

Antonia Barbero 9/18/18
Approved as to form by City Attorney

DATE

[Signature]
By Assistant City Manager

9/13/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186513

EFFECTIVE DATE

9/13/18 *we*

CITY SECRETARY
DALLAS TEXAS

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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:	HD Supply Waterworks, LTD. to Core & Main LP	Vendor No.	VS0000038746
--------------	--	------------	--------------

Subject:	Name Change & Master Agreement Extension	Department:	Dallas Water Utilities
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Action Requested: Change vendor company name from HD Supply Waterworks, LTD. to Core & Main LP and Authorize a twelve (12) month extension for service contract BM1536 - Sampling Stations & Automatic Flushing Devices with Parts & Accessories for Water Mains. This extension will provide continued coverage in order to utilize current funding.

Contract Number:	DWV-2018-00007291	Contract Term:	11/10/2018 To 11/9/2019
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Background: This service contract agreement was awarded by Council on 11/10/2015, resolution # 15-2099, with HD Supply Waterworks, LTD. now Core & Main LP (VS0000038746) for Sampling Stations & Automatic Flushing Devices with Parts & Accessories for Water Mains.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00 <i>we</i>
TOTAL:							0.00 <i>we</i>

Project No:	Commodity Code:	Financing:
-------------	-----------------	------------

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-2099	11/10/2015	\$42,873.75	\$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 *RP* *[Signature]* 9/12/18 DATE

Approved as to form by City Attorney *Arthur N. Barker* 9/18/18 DATE

By Assistant City Manager *[Signature]* 09/13/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186514

EFFECTIVE DATE

9/13/18 *de*

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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- 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 1295 attached (if applicable)? Yes No

Vendor Name: Fort Worth Gasket & Supply Vendor No. 500770

Subject: Master Agreement Extension Department: Dallas Water Utilities

Action Requested: Authorize a twelve (12) month extension for service contract BM1413 - Gaskets, Packing, Washers & O-Rings. This extension will provide continued coverage until new contract is approved. This extension will provide continued coverage in order to utilize current funding.

Contract Number: DWU-2018-00007292 Contract Term: 12/8/2018 To 12/7/2019

Background: This service contract agreement was awarded by Council on 12/10/2014, resolution # 14-2089, with Fort Worth Gasket & Supply (500770) for Gaskets, Packing, Washers & O-Rings.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00 <i>de</i>
TOTAL:							0.00 <i>de</i>

Project No: _____ Commodity Code: _____ Financing: _____

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
2	14-2089	12/10/2014	\$82,750.00	\$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: 9/12/18

Approved as to form by City Attorney: *[Signature]* DATE: 9/13/18

By Assistant City Manager: *[Signature]* DATE: 09/13/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186515

EFFECTIVE DATE

9/13/18 *de*

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
SEP 19 AM 8:54

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: Fortiline, Inc. Vendor No. VS0000073028

Subject: Master Agreement Extension Department: Dallas Water Utilities

Action Requested: Authorize a twelve (12) month extension for service contract BM1536 - Sampling Stations & Automatic Flushing Devices with Parts & Accessories for Water Mains. This extension will provide continued coverage in order to utilize current funding.

Contract Number: DWU-2018-00007291 *plw* Contract Term: 11/10/2018 To 11/9/2019

Background: This service contract agreement was awarded by Council on 11/10/2015, resolution # 15-2099, with Fortiline, Inc. (VS0000073028) for Sampling Stations & Automatic Flushing Devices with Parts & Accessories for Water Mains.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00 <i>de</i>
TOTAL:							0.00 <i>de</i>

Project No:	Commodity Code:	Financing:				
Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
1	15-2099	11/10/2015	\$621,850.00	\$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: *RE* *[Signature]* DATE: 9/12/18

Approved as to form by City Attorney: *Artem N. Barlow* DATE: 9/18/18

By Assistant City Manager: *[Signature]* DATE: 9/13/18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186516

EFFECTIVE DATE

9/6/18 *fw*

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 1295 attached (if applicable)? Yes No

Vendor Name:	Sunbelt Rentals	Vendor No.:	VS0000069827
--------------	-----------------	-------------	--------------

Subject:	40KW Generator Rental	Department:	DWU
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Action Requested:	Rental of two 40KW Portable Generators		
Contract Number:	DWU-2018-00007726	Contract Term:	8/1/2018 To 8/1/2019

Background: Bachman Water Treatment Plant will shut down for major maintenance. During this shut down large diameter pipes will be dewatered using portable submersible pumps. The plant will require the addition of 2 portable generators to conduct these maintenance activities on schedule.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0100	DWU	7273	652C	3080	JOB		\$1,796.01
TOTAL:							\$1,796.01

Project No.:	Commodity Code:	98143	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.

fw
 By Department Director: 9/15/18 DATE
 Approved as to form by City Attorney: 9/17/18 DATE
 By Assistant City Manager: 9/6/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186517

EFFECTIVE DATE

September 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)

RECEIVED
 SEP 20 AM 8:30
 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

Vendor Name:	Sheri Nance	Vendor No.:	VC19208
Subject:	Cultural Services - SDCC	Department:	Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Sheri Nance for a musical performance on November 11, 2018 at 2p at the South Dallas Cultural Center Black Box Theater. Consultant will perform original music as a part of the South Dallas Cultural Center Music Lounge series.

Contract Number:	OCA-2018-00007969	Contract Term:	9/21/2018	To	11/11/2018
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Background: Sheri Nance was selected to perform services at the South Dallas Cultural Center because of her cultural and artistic background, local and national connections, and her commitment to serving the greater Dallas community. The fee for this service will not exceed \$3,000.00. Consultant understands that the city of Dallas will pay Consultant in one (1) payment(s) of \$3,000.00 within fifteen (15) working days from receipt of Consultant's invoice. All service dates, times and locations are subject to OCA approval.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4832	CA02	3089		OCA-2018-00007969	\$3000.00
TOTAL:							\$3000.00

Project No.: **Commodity Code:** 96207 **Financing:** General Fund

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

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

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

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

Jennifer Scripps
 Jennifer Scripps (Sep 17, 2018)
 By Department Director

Sep 17, 2018
 DATE

Marichelle Samples
 Marichelle Samples (Sep 18, 2018)
 Approved as to form by City Attorney

Sep 18, 2018
 DATE

Joey Zapata
 Joey Zapata (Sep 17, 2018)
 By Assistant City Manager

Sep 17, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186518

EFFECTIVE DATE

9/17/18

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
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- 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 SEP 19 9 30 AM
 CITY OF DALLAS
 SYSTEMS

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:	Statement Systems, Inc.	Vendor No.	VC0000011145
Subject:	Mail Certified Notices for DPD Auto Pound	Department:	Dallas Police Department

Action Requested:	Authorize an increase to Service Contract BXZ1604, in the amount of \$50,000.00 for Print and Mail Certified Notices for DPD Auto Pound.		
Contract Number:	BXZ1604	Contract Term:	8/24/2016 To 8/23/2019

Background: This Increase will allow for the continuation of Service Contract resulting from solicitation BXZ1604 with Statement Systems, Inc. for Print and Mail Certified Notices for DPD under the same terms and conditions.


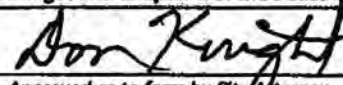

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
N/A	DPD	N/A	N/A	N/A	NA	BXZ1604	\$50,000.00
TOTAL:							\$50,000.00

Project No:	BX1805	Commodity Code:	91528	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
3	16-1306	8/24/2016	\$612,900.00	\$0.00	\$50,000.00	8.157%

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: 9/11/18
 Approved as to form by City Attorney:  DATE: 8/29/18
 By Assistant City Manager:  DATE: 9-17-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186519

EFFECTIVE DATE

9/17/18

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)

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 2018 SEP 19 PM 5:05
 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: Audio Visual Innovations, Inc. Vendor No. 356922

Subject: Installation and Equipment for Fusion Center Department: Dallas Police Department

Action Requested: Authorize the general terms and conditions associated with the purchase and installation of a server and amplifier.

Contract Number: MASC-DPD-2018-00006874 Contract Term: To

Background: This equipment (amplifier and server) will enhance the Fusion Center most recent upgrade of other hardware systems and will replace the existing inoperable equipment and the server will allow for more efficient storage of forensic data.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
						DPD-2018-00006874	\$0.00
TOTAL:							\$0.00

Project No: Commodity Code: Financing:

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

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

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

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

By Department Director

9/17/18 DATE

Approved as to form by City Attorney

8/23/18 DATE

By Assistant City Manager

9-17-18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186520

EFFECTIVE DATE

9/12/18

CITY SECRETARY
DALLAS, TEXAS

SEP 20 PM 12:15

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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%)
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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: Thomas Reprographics dba Thomas Printworks Vendor No. 007564

Subject: Reproduction of architectural documents and images. Department: Office of Procurement Services

Action Requested: Authorize an extension of two (2) years to the current Master Agreement
Contract Number: POM-2018-00007271 Contract Term: 10/14/2018 To 10/13/2020

Background: On October 14, 2015 Dallas City Council awarded a three (3) year Master Agreement with Thomas Reprographics dba Thomas Printworks for the purchase of reprographic printing of architectural documents in the amount of \$1,354,745.95 by Resolution 15-1862. This extension will allow the continuation of reproduction of architectural documents under the same terms and conditions.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
	OPS					BX1511	\$0.00
TOTAL:							\$0.00

Project No: BX1511 Commodity Code: 96676 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	15-1862	10/14/2015	\$1,354,745.95	0	\$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

9/6/18
DATE

[Signature]
Approved as to form by City Attorney

9/17/18
DATE

[Signature]
By Assistant City Manager

9/12/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186521

EFFECTIVE DATE

09/18/2018 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)

CITY SECRETARIAL SERVICES
DALLAS, TEXAS
SEP 20 PM 1:14
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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: Walgreens Company Vendor No. _____

Subject: Walgreens Flu Shot clinic at City of Dallas facilities Department: Office of Community Care

Action Requested: To approve the Walgreens Company for the use of City of Dallas facilities to provide Influenza vaccines to city employees at no cost consideration to the City Of Dallas.
Contract Number: MGT-2018-00008032 Contract Term: 9/29/2018 To 3/31/2019

Background: An annual contract has been approved each year since 2014.

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

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

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

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

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

By Department Director: 9/17/18 DATE

Approved by to form by City Attorney: 9/19/2018 DATE

By Assistant City Manager: 9/18/2018 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186522

EFFECTIVE DATE

9-19-18

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%)
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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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 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:	CoStar Realty Information, Inc.	Vendor No.	502009
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Subject:	Real Estate Information	Department:	Office of Economic Development
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Action Requested: Authorize an amendment to an existing contract for data subscription service with CoStar Group. this from \$33,226.20 to \$38,085.43.

Contract Number:	ECO-2018-00007913	Contract Term:	To
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Background: CoStar is essential for key ECO functions it will provide the Office of Economic Development continued access to commercial real estate informaton including property listings, real estate trends, research reports and spatial information necessary for site selection responses, economic and fiscal impact modeling, and localized statistical reporting.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	ECO	1162		3341		CX-ECO-2018-00007913	\$4,859.23
TOTAL:								

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	9/18/18 DATE	 Approved as to form by City Attorney	9/20/18 DATE
 By Assistant City Manager	9/19/18 DATE		



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186523

EFFECTIVE DATE

9.10.18

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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%)
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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:	EmergiData, Inc.	Vendor No.	VS0000057565
Subject:	Service Agreement	Department:	Dallas Fire-Rescue

Action Requested: Authorize a twelve-month service agreement between the City of Dallas and Emergidata, Inc., for the on-going storage of medical records generated by the City's electronic patient care reporting system (EPCR) under the prior contract for an amount of \$18,000.

Contract Number:	DFD-2017-00003597	Contract Term:	9/1/2018	To	8/31/2019
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Background: Emergidata, Inc., was formally the vendor that provided ePCR services to track, store and submit patient information. Access to this information was needed to provide medical information when requested by patients, attorney's and next-of-kin, when applicable. The new ePCR provider (Sansio) was expected to migrate the data from Emergidata for continued access. However, the data migration by Sansio has not materialized. This action ensures continued access to the historical data stored by Emergidata.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	DFD	ER90	DF02	3072			\$18,000
	TOTAL:							\$18,000.00

Project No:		Commodity Code:	20800	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	8/6/18 DATE	 Approved as to form by City Attorney	9/19/18 DATE
 By Assistant City Manager	9-10-18 DATE		



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186524

EFFECTIVE DATE

8-20-18

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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 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: Corgan Associates, Inc. Vendor No. VS0000011627

Subject: DAL Space Planning Department: Department of Aviation

Action Requested: Authorize professional services contract for limited space planning services with Corgan, which provided all previous design services for the existing terminal building and systems (structural, mechanical, electrical, and plumbing) in an amount not to exceed \$48,700.00.

Contract Number: AVI-2018-00004310 Contract Term: 9/1/2018 To 9/30/20

Background: Given Corgan's thorough understanding of all components of the existing building, structural design, and heating, ventilating, and air conditioning systems, Department of Aviation requests their services to expedite urgent space planning as various work groups in the terminal must be relocated and reconfigured to maintain efficient and responsive service at Dallas Love Field.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	AV11	3070	A7710	CX-AVI-2018-00004310	\$48,700.00
TOTAL:							

Project No: Commodity Code: Financing:

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

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

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

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

By Department Director: 8/16/18 DATE
 Approved as to form by City Attorney: 8/20/18 DATE
 By Assistant City Manager: 8/20/18 DATE

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
		186525
		EFFECTIVE DATE
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	09/10/2018 <i>RSW</i>

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="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold;">RECEIVED</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold;">CITY SECRETARY</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold;">DALLAS, TEXAS</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-weight: bold;">2018 SEP 21 AM 11:30</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:	LexisNexis, a division of RELX Inc.	Vendor No.:	VS0000016661
Subject:	Service Contract	Department:	CAO

Action Requested: Authorize a two year service contract between the City of Dallas and LexisNexis, a division of RELX Inc., for online research and data collection services for the period of November 1, 2018 through October 31, 2019, and November 1, 2019 through October 31, 2020. This contract shall not exceed \$48,624.00.

Contract Number:	ATT-2018-00007764	Contract Term:	11/1/2018	To	10/31/2020
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Background: The services of LexisNexis, a division of RELX Inc. are needed by the City of Dallas, City Attorney's Office for online research and data collection. This two year renewal agreement is for the period of November 1, 2018 through October 31, 2019, in the amount of \$24,312.00, and November 1, 2019 through October 31, 2020, in the amount of \$24,312.00 per attached Subscription Amendment. This contract shall not exceed \$48,624.00.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	ATT	VARI		3070	FY18-19	ATT-2018-00007764	\$24,312.00
	0001	ATT	VARI		3070	FY 19-20	ATT-2018-00007764	\$24,312.00
	TOTAL:							\$48,624.00

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	9.7.18 DATE	 Approved as to form by City Attorney	9/11/2018 DATE
 By Assistant City Manager		9/10/18 DATE	



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186526

EFFECTIVE DATE

9.13.18 MLC

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 1295 attached (if applicable)? Yes No

Vendor Name:	Freeman	Vendor No.	073527
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Subject:	Furnishing for AVI Booth at NBBA Conference	Department:	AVI
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Action Requested: Authorize Administrative Action to pay for the furnishing of AVI's booth at the NBBA Conference. Furnishing rental and maintenance of the booth not to exceed \$11,389.50

Contract Number:	AVI-2018-00007981	Contract Term:	9/12/2018	To	12/31/2018
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Background: AVI attends NBBA conference every year in Orlando, FL. NBBA owns all booth space and has exclusive vendors to provide furnishing and maintenance of their booths. Freeman is the vendor provided through NBBA who will be responsible for the set up and dismantling of the rental furniture for the AVI booth rental space. All services provided by Freeman not to exceed \$11,389.50

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7731	AV09	3320		AVI-2018-00007981	\$11,389.50
TOTAL:							\$11,389.50

Project No.:	Commodity Code:	97105	Financing:	FY2018 Operating 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.

By Department Director

9/11/18
 DATE

Approved as to form by City Attorney

9/20/18
 DATE

By Assistant City Manager

9/13/18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186527

EFFECTIVE DATE

9.10.18 MLC

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 1295 attached (if applicable)? Yes No

Vendor Name:	CenterPlate	Vendor No.	506095
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Subject:	Food for the NBAA Conference	Department:	AVI
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Action Requested: Authorize Administrative Action to pay vendor for food service at the NBAA Conference in Orlando, FL. Set up not to exceed \$5,610.42. (see attached)

Contract Number:	AVI-2018-00007920	Contract Term:	9/6/2018	To	9/6/2019
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Background: Aviation attends and has a booth at the Business Aviation Convention and Exhibit annually in Orlando, FL. AA-186191 has already been executed for the booth rental. However the food that is being sponsored is solely provided by NBAA designated vendor and cannot sub food through another vendor. (see attachment) Expenses for food items not to exceed \$5,610.42

Funding:	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
		0130	AVI	7731	AV09	3320		AVI-2018-00007920
TOTAL:								\$5,610.42

Project No:	Commodity Code:	96115	Financing:	FY2018 Operating 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.

9/6/18
Robert A. Sims
9/6/18
 By Department Director DATE Approved as to form by City Attorney DATE

9/10/18
 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

186528

EFFECTIVE DATE

6-26-18

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

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

RECEIVED
 2018 JUN 27 PM 3:33
 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: D Magazine Partners L.P. Vendor No: 263988

Subject: Advertisement for Dallas Love Field Department: AVI

Action Requested: Authorize Administrative Action for services rendered for advertising Dallas Love Field in the D Magazine. amount of service not to exceed \$17,500.00.

Contract Number: AVI-2018-00006931 Contract Term: 6/26/2018 To 9/30/2018

Background: Dallas Love Field was advertised in the D Magazine as "Hub of Business in Dallas". Service is to attract and promote business meeting, funtions, etc. to Dallas Love Field. Advertisement was in the amount of \$17,500.00

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	AV11	3320		AVI-2018-00006391	\$17,500.00
TOTAL:							\$17,500.00

Project No: Commodity Code: 91571 Financing: FY2018 Operating Funds

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

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

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

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

By Department Director

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

186529

EFFECTIVE DATE

9/13/18

de

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) Term extension

RECEIVED
 2018 SEP 24 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:	University of North Texas	Vendor No.:	227764
--------------	---------------------------	-------------	--------

Subject:	Service Contract Extension	Department:	Dallas Water Utilities
----------	----------------------------	-------------	------------------------

Action Requested: Authorize a six (6) month extension for service contract BMZ1310 - City of Dallas Environmental Education Initiative program for Water Utilities and Sanitation Services. This extension will provide continued coverage until new contract is approved.

Contract Number:	DWU-2018-00007356	Contract Term:	10/7/2018	To	4/6/2019
------------------	-------------------	----------------	-----------	----	----------

Background: This service contract was awarded by Council on 11/12/2013, Resolution # 13-1919, with University of North Texas (227764) for City of Dallas Environmental Education Initiative program for Water Utilities and Sanitation Services.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
							0.00
TOTAL:							0.00

Project No:	BMZ1310	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	13-1919	10/8/2013	\$3,014,270.00	\$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.

Dev
9/13/18
 Department Director

9/13/18
 Approved as to Form by City Attorney

9/13/18
 By Assistant City Manager

9/18/18
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186530

EFFECTIVE DATE

9/4/18

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 SEP 24 AM 11:57
 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: Hoyt Breathing Air Products Vendor No. VS0000060259

Subject: SCBA Fit, Flow and Hydrostatic Testing Department: Dallas Water Utilities

Action Requested: The vendor will performing Fit, Flow and Hydrostatic Testing on the Self Contained Breathing Apparatuses. As well, the vendor may be required to make needed as necessary, DWU received three (3) bids. Hoyt Breathing Air Products, which bid all lines Firehouse Hydro Sales & Service, which bid one (1) line Koetters Fire, & Metro Fire which no bid

Contract Number: DWU-2018-00007521 Contract Term: 10/1/2018 To 10/1/2019

Background: Self-Contained Breathing Apparatuses are used to provide respiratory protection in hazardous atmospheres. This equipment is a critical component of our personal protective equipment. These units require periodic testing and maintenance to ensure proper operation.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Please see Attached Spreadsheet for funding information							TOTAL: \$30,171.00

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

9/4/18
DATE

Approved as to form by City Attorney

DATE

By Assistant City Manager

9/6/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186531

EFFECTIVE DATE

09/20/2018

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
SEP 24 PM 2:11

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 *one*

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: Online access to Ancestry Library Department: Library

Action Requested: Authorize a renewal and payment to ProQuest for online web access to Ancestry Library - \$19,493.45

Contract Number: LIB-2018-00008054 Contract Term: 10/1/2018 To 9/30/2019

Background: Ancestry Library Edition online database, exclusively from ProQuest, provides a records from census data, vital records, directories, and photos that can be accessed at all library locations. The U.S. collection also includes birth, death and marriage records, the Social Security Death index, U.S. border crossing and trans-ocean ship records.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	LIB	5392		3341		LIB-2018-00008054	\$19,493.45
TOTAL:							\$19,493.45

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.

W. Gudde
By Department Director 09.19.18 DATE

Bob S. McManis
Approved as to form by City Attorney 9/24/20 DATE

[Signature]
By Assistant City Manager 9/20/18 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186532

EFFECTIVE DATE

8-10-18 *[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
 SEP 24 PM 4:15
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name:	JOSE VARGAS	Vendor No.	349146
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Subject:	Professional Services	Department:	OFFICE OF CULTURAL AFFAIRS
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Action Requested: Authorization is requested to procure the services of Jose Vargas to provide gallery assistance to the Bath House Cultural Center (BHCC) and the Oak Cliff Cultural Center, from October 1, 2018 to September 30, 2019.

Contract Number:	OCA-2018-00007284	Contract Term:	10/1/2018	To	9/30/2019
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Background: Jose Vargas is a recognized visual art and exhibition curator who has exhibited his art in multiple venues and has collaborated with the City of Dallas Office of Cultural Affairs. Informal proposals were sought from 4 vendors. Mr. Vargas was the only vendor to respond. A Contract for Services, a Cultural Services Scope of Work, a Schedule of Services, a Risk Review Request / Assessment, and certificate of insurance are attached.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4833		3089		OCA-2018-00007284	\$4,248.50
0001	OCA	1299		3089		OCA-2018-00007284	\$3,857.00
TOTAL:							\$8,105.50

Project No:	Commodity Code:	96207	Financing:	General Funds (subject to appropriations)		
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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
	\$	\$ 8105.00	\$	\$	

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

[Signature] 8/7/18
 By Department Director DATE

[Signature] 8/22/18
 Approved as to form by City Attorney DATE

[Signature] 8-10-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186533

EFFECTIVE DATE

September 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)

RECEIVED
 CITY SECRETARY
 DALLAS, TEXAS
 2:53 PM
 SEP 24 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:	Michael K. Wiethorn d/b/a Tex-Sun Shade & Blind Co	Vendor No.:	141462
--------------	--	-------------	--------

Subject:	Majestic Roller Shades	Department:	Office of Cultural Affairs
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Action Requested: Authorization is requested to extend the term of this agreement to October 30, 2018 to allow vendor additional time to install window shades.

Contract Number:	OCA-2018-00006368	Contract Term:	6/7/2018	To	10/30/2018
------------------	-------------------	----------------	----------	----	------------

Background: Procurement issued an RFB on February 1, 2018 for roller shades for the Majestic Theatre. Shades will replace existing window coverings on 1st through 5th floors. This procurement is funded through Majestic facility fee funds.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0338	OCA	9371	CULF	2710		CX OCA-2018-00006368	\$0 - \$11,417.00
TOTAL:							\$0 - \$11,417.00

Project No.:	Commodity Code:	Financing:	Majestic Theatre Gift & 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
1	186093	5/3/2018	\$11,417.00	0	0	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	M/WBE Certification Number
	\$	\$	\$	\$	

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

Jennifer Scripps
 Jennifer Scripps (Sep 17, 2018)
 By Department Director

Sep 17, 2018
 DATE

Sivest Olinde
 Approved as to form by City Attorney
 DATE

Sep 20, 2018
 DATE

Jose Zapata
 Jose Zapata (Sep 17, 2018)
 By Assistant City Manager

Sep 17, 2018
 DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186534

EFFECTIVE DATE

09/20/2018 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 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) Agreement

CITY SECRETARY
DALLAS, TEXAS
2018 SEP 25 AM 8:00
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: National Law Enforcement Museum Vendor No. _____

Subject: Lending Library Material Department: Library

Action Requested: Authorize agreement to loan Library material to the National Law Enforcement Museum.

Contract Number: LIB-2018-00008052 Contract Term: 10/1/2018 To 10/1/2020

Background: The National Law Enforcement Museum contacted the Dallas Public Library, in order to feature pieces from the Dallas Police Department Memorial Collection. The item will be on loan to the National Law Enforcement Museum for 2 years. Authorization is requested to sign and execute agreement.

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

Project No: _____ Commodity Code: _____ Financing: _____

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

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

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

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

My Guoche
By Department Director

09.19.18
DATE

John S. McDaniel 9/25/2018
Approved as to form by City Attorney DATE

James [Signature]
By Assistant City Manager

9/20/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186535

EFFECTIVE DATE

9/17/18 *[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) Neighborhood Vitality Project Funds

2019 SEP 25
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: Casteel & Associates, Inc. Vendor No. 332705

Subject: growSouth Neighborhood Challenge Grant Department: Planning and Urban Design (PNV)

Action Requested: The purpose of this Administrative Action is to establish a contract with Casteel & Associates, Inc. for the manufacturing and installation of two (2) cast aluminum plaques (see attachment A- Project Specifications).

Contract Number: PNV-2018-00007278 Contract Term: 9/1/2018 To 5/14/2019

Background: The growSouth Neighborhood Challenge Grant was created to promote neighborhood pride, resident engagement, and community improvements. Projects must serve a public purpose which promotes strong, safe and vibrant communities. The manufacturing and installation of the plaques will be used for a community improvement project which will promote a vibrant community.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0297	PNV	1728	ECN R	3099		PNV-2018-00007278	\$9,041.00
TOTAL:							\$9,041.00

Project No: Commodity Code: Financing:

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

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

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

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

[Signature] 9/17/2018 *[Signature]* 9/21/18
 By Department Director DATE Approved as to form by City Attorney DATE

[Signature] 9/17/18
 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

186536

EFFECTIVE DATE

9/20/18

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
 2410 SEP 25 AM 11:00
 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: CUES, Inc. Vendor No. 007317
 Subject: Granite XP Software Licenses Renewal Department: TWM

Action Requested: Authorize payment in the amount of \$14,400.00 for renewal of eight (8) licenses for Granite XP software to support coverage through August 24, 2019.
 Contract Number: TWM-2018-00006858 Contract Term: ~~4/8/2015~~ ^{8/24/2018} To 8/24/2019

Background: CUES is the sole source provider for Granite XP software. The software, through the use of a mobile camera device, allows Trinity Watershed Management's Stormwater Management division to collect information via video and photographs used to identify storm sewer damage or defects and performs inspection of pipe conditions, cleanliness and direction of flow. The collected information is reviewed daily from a data management of closed caption television video server housed at Flood Control. This action will allow payment for the renewal of eight (8) licenses until August 24, 2019.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0061	SDM	4790	SD01	2735		TWM-2018-00006858	\$14,400.00
TOTAL:							\$14,400.00

Project No.	Commodity Code	92045	Financials
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

9/10/18
 DATE

Approved on form by City Attorney
 9/20/18
 DATE

By Assistant City Manager
 9/10/18
 DATE



ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186537

**EFFECTIVE DATE
AUG 30 2018**

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

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

RECEIVED
 2018 SEP 25 AM 11:11
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: HENNEBERGER CONSTRUCTION, INC. Vendor No. 331939

Subject: EMERGENCY REPAIRS - MAIN STREET GARDEN SHELTER Department: Park and Recreation

Action Requested: Execute an emergency repairs contract with Henneberger Construction in the amount of \$41,235.55 for repairs to the shelter at Main Street Garden damaged by a car collision.

Contract Number: PKR-2018-00007086 Contract Term: N/A To: N/A

Background: Main Street Garden glass garden shelter was severely damaged by a car collision; spectrascape light art project also damaged by the collision. Glass is a special sole-source item and must be installed by a certified installer. Electrical damage will also be assessed and repaired. Insurance claim has been collected by the City.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
2T00	PKR	P722	RFSI	3210	PK06P722	CX PKR-2018-00007086	\$41,235.55
TOTAL:							\$41235.55

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]
8-23-18
[Signature]
9-19-2018

By Department Director

DATE

Approved as to form by City Attorney

DATE

[Signature]

By Assistant City Manager

8-30-18

DATE

CITY OF DALLAS	<h1 style="margin: 0;">ADMINISTRATIVE ACTION</h1>	ADMINISTRATIVE ACTION
		186538
		EFFECTIVE DATE
	See Administrative Directive 4-5 [Sections 6 Through 11] for Additional Guidelines and Routing	09/21/2018 <i>in</i>

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) **Annual Hardware Maintenance**

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 2018 SEP 26 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) No *in*
5. Is Form 1295 - Certificate of Interested Parties required to comply with House Bill 1295 attached (if applicable)? Yes No

Vendor Name:	SCANTRON Corporation	Vendor No.:	117076
Subject:	Hardware Maintenance	Department:	Civil Service

Action Requested: Authorization to pay vendor for onsite hardware maintenance of one (1) scanner - Agreement #00196421 - Serial Numbers 5801928 for the period of 09/02/18 to 09/01/2019

Contract Number:	CVS-2018-00003760	Contract Term:	9/2/2018 To 9/1/2019
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Background: Scantron machines are used to score Civil Service exams. Civil Service has three (3) Scantron machines that are utilized for scoring uniform and civilian exams, and providing statistical reports to the Validation team

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0001	CVS	1416	CS05	3110		CX-CVS-2018-00003760	\$805.00
TOTAL:								\$805.00

Project No.:		Commodity Code:	93937	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	9/19/18 DATE	 Approved as to form by City Attorney	9/25/2018 DATE
	 By Assistant City Manager	9/21/18 DATE	



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186539

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)

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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:	Anytime Pump Service Company dba CIE	Vendor No.	510337
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Subject:	Service Contract Extension	Department:	Office of Procurement Services
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Action Requested: Authorize a ~~twelve (12) month~~ extension for service contract BM1405 - Pump Overhaul, Maintenance, Repair Services and Parts. This extension will provide continued coverage until new contract is approved.

Contract Number:	POM-2018-00005696	Contract Term:	5/25/18	To	5/25/2019
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Background: This service contract agreement was awarded by Council on 5/27/2015, resolution # 15-0928, with Anytime Pump Service Company dba CIE (510337) for Pump Maintenance, Repair Services and Parts.

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

Project No:	BM1405	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	15-0928	5/27/2015	\$1,364,125.00	\$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 M.A.	5/16/18 DATE	Approved as to form by City Attorney M. D. S.	05/12/18 DATE
By Assistant City Manager J.	5-17-18 DATE		



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186540

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)

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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 1295 attached (if applicable)?

Yes No

Vendor Name: Allen's Electric Motor Service, Inc. Vendor No. VS0000036492

Subject: Service Contract Extension Department: Office of Procurement Services

Action Requested: Authorize a ~~twelve (12) month~~ extension for service contract BM1405 - Pump Overhaul, Maintenance, Repair Services and Parts. This extension will provide continued coverage until new contract is approved.

Contract Number: POM-2018-00005696 Contract Term: ~~5/26/2018~~ to 5/25/2019

Background: This service contract agreement was awarded by Council on 5/27/2015, resolution # 15-0928, with Allen's Electric Motor Services, Inc. (VS0000036492) for Pump Maintenance, Repair Services and Parts.

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

Project No: BM1405 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	15-0928	5/27/2015	\$3,865,850.00	\$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

5/16/18

Approved as to form by City Attorney - M. Doss

DATE

07/16/18

By Assistant City Manager

DATE

5-17-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186541

EFFECTIVE DATE

Sep 26, 2018

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21 SEP 26 PM 2:25
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) DIR Cooperative 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: SHI Government Solutions, Inc. Vendor No. 502145

Subject: SolarWinds Software Services Department: Communication and Information Services

Action Requested: Authorize annual software subscription licensing and maintenance support services for SolarWinds suites applications pursuant to the terms and condition of State of Texas Department of Information Resources (DIR) contract #DIR-TSO-3480.

Contract Number: DSV-2018-00007788 Contract Term: 9/24/2018 To 9/23/2019

Background: This service contract will allow for continuous engineer toolset maintenance and support services for seat license end-users as a part of the software subscription services.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1510		3438		CX DSV-2018-00007788	\$9,942.09
TOTAL:							\$9,942.09

Project No: Commodity Code: 92045 Financing: Communication 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

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 (Sep 18, 2018)
By Department Director DATE

[Signature]
Approved as to form by City Attorney A.H.
DATE

[Signature]
By Assistant City Manager DATE

Sep 26, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186542

EFFECTIVE DATE

Sep 26, 2018

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CITY SECRETARY
ATLAS TEXAS
2018 SEP 26 PM 2:25

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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- 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) DIR Cooperative 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: SHI Government Solutions Vendor No. 502145

Subject: Citrix XenApp Software Services Department: Communication and Information Services

Action Requested: Authorize maintenance and support services for the Citrix XenApp software used by Dallas Municipal Courts department, pursuant to the terms and condition of State of Texas Department of Information Resources (DIR) contract #DIR-TSO-3984.

Contract Number: DSV-2018-00008007 Contract Term: 8/28/2018 To 8/27/2019

Background: This service contract will allow continuous maintenance and support of the Citirix software. This software is critical for supporting the INCODE system, which is utilized by Dallas Municipal Courts for court management and cash collections. The Citirix software deploys applications on a central server and publishes them to remote devices. Additionally, the software is critical to assist with troubleshooting issues in production, training, and test environments.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0198	DSV	1667		3437		CX DSV-2018-00008007	\$14,000.00
TOTAL:							\$14,000.00

Project No: Commodity Code: 92045 Financing: Communication 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

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 (Sep 13, 2018) Sep 13, 2018
By Department Director DATE

Don Knight
Don Knight (Sep 26, 2018) Sep 26, 2018
Approved as to form by City Attorney DATE

[Signature]
By Assistant City Manager

Sep 26, 2018
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186543

EFFECTIVE DATE

9-18-18 *Arum*

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)

RECEIVED
2018 SEP 26 AM 11:25
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:	Sumner M. Redstone Global Center for Prevention and Wellness. George Washington University	Vendor No.	VC19210
Subject:	Conference sponsorship and training	Department:	City Manager's Office - <i>Resiliency</i>

Action Requested: Authorize a one time payment to Sumner M. Redstone Center for Prevention and Wellness at George Washington University. (Administrative Action number xxxx)

Contract Number:	CMO-2018-00008039	Contract Term:	9/18/2018	To	10/5/2018
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Background: The Office of Resilience is sponsoring a Building Community Resilience Conference with George Washington University to receive training on remediating adverse childhood experiences and adverse community environments in neighborhoods of poverty.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
001	CMO	1110		3361		CMO-2018-00008039	\$5,000.00
TOTAL:							\$5,000.00

Project No:	Commodity Code:	96364	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.

Teresa O'Donnell
By Department Director

Robert D. Smith
Approved as to form by City Attorney

[Signature]
By Assistant City Manager

9/18/2018
DATE

9/05/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186544

EFFECTIVE DATE

09/26/2018 *me*

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)

211 SEP 26 2018
 CITY SEC. CLERK
 DALLAS TEXAS
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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:	Burns & McDonnell	Vendor No.	VS0000057931
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Subject:	Professional Services Contract	Department:	Management Services-Office of Environmental Quality
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Action Requested: Authorize the Office of Environmental Quality to enter into a six (6) month professional services contract with Burns & McDonnell.

Contract Number:	MGT-2018-00005748	Contract Term:	4/1/2018	To	10/1/2018
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Background: For FY17-18, the Office of Environmental Quality was tasked with studying litter and illegal dumping issues in the City. To facilitate this effort, OEQ seeks to engage a firm with significant experience in conducting governmental entity focused litter and illegal dumping assessments. The assessment will provide the City with an understanding of current efforts and costs to address litter and illegal dumping in the City, as well as, provide innovative recommendations to help reduce litter and illegal dumping.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	MGT	5602	EN01	3070		MGT-2018-00005748	\$49,900.00
TOTAL:							\$49,900.00

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
C.J. Z
 By Department Director

9/24/18
 DATE

[Signature]
 Approved as to form by City Attorney
 9/26/20
 DATE

9/26/2018



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186545

EFFECTIVE DATE

09/25/2018

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 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)

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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 1295 attached (if applicable)? Yes No

Vendor Name:	Bubba Tugs Corporation - Account 440	Vendor No.	VS95898
Subject:	Discount Disposal Contract	Department:	Department of Sanitation Services
Action Requested:	Authorize a one-year solid waste discount disposal contract with Bubba Tugs, for delivery of guaranteed annual tonnage of 28,000 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-2018-00008043	Contract Term: 9/30/2018 To 10/1/2019 9/30/2019

Background: On October 1, 2017 the City entered into a 1 year solid waste discount disposal contract with Bubba Tugs Corporation for delivery of guaranteed annual tonnage of 30,000 at a discount rate of 12.28%. The contract terms are in accordance with city code. The new contract amount will bring in an estimated \$614,040 in annual revenue.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3592	SS03	RSC	7430	SAN-2018-00008043	\$0.00
TOTAL:							\$0.00

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

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

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

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

By Department Director: [Signature] DATE: 9.24.18
 Approved as to form by City Attorney: [Signature] DATE: 09/26/18

[Signature] 9/25/18

ADMINISTRATIVE ACTION

ADMINISTRATIVE ACTION

186546

CITY OF DALLAS

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

EFFECTIVE DATE

9/26/18 ^{KB}

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 1295 attached (if applicable)? Yes No

Vendor Name: **Brown & Hofmeister, L.L.P.** Vendor No. **339582**

Subject: **Professional Services Contract** Department: **CAO**

Action Requested: Authorize a contract with Brown & Hofmeister, L.L.P. to provide legal services to the City in connection with the lawsuit styled Dissolution Committee of the Former Board of Trustees of Dallas County Schools v. Force Multiplier Solutions, et al., Cause No. DC-18-09831. This contract shall not exceed \$5,000.

Contract Number: **ATT-2018-00008016** Contract Term: _____ To _____

Background: The law firm of Brown & Hofmeister, L.L.P. is being retained to provide legal services to the City in connection with the lawsuit styled Dissolution Committee of the Former Board of Trustees of Dallas County Schools v. Force Multiplier Solutions, et al., Cause No. DC-18-09831. The firm will be paid on an hourly rate basis as provided by the engagement letter dated September 14, 2018. This contract shall not exceed \$5,000.

	FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
Funding:	0192	ORM	3888		3033		ATT-2018-00008016	\$5,000.00
	TOTAL:							

Project No: _____ Commodity Code: _____ Financing: _____

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

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

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

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

[Signature]
By Department Director

9-21-18
DATE

[Signature]
Approved as to form by City Attorney

9/26/2018
DATE

[Signature]
By Assistant City Manager

9/26/18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186547

EFFECTIVE DATE

9/26/2018

RECEIVED
CITY SECRETAR
DALLAS, TEXA
SEP 26 PM 2:28

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 Neighborhood Stabilization Program 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: Sheneka Lemons Vendor No. n/a

Subject: Neighborhood Stabilization Program (NSP) Department: HOU

Action Requested: Execution of City of Neighborhood Stabilization Homebuyer Written Agreements (NSP)

Contract Number: HOU-2017-00001739 Contract Term: To

Background: Ms. Lemon was approved for the Neighborhood Stabilization Program (NSP) and authorized by City Council on May 25, 2016 per Resolution #'s 160849 and 180686. The program was approved to provide owner occupied units for households with varied income levels. The CAO requires an AA to execute the attached agreements for each individual homebuyer.

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

Project No: n/a Commodity Code: n/a Financing: n/a

Change Order No.	Original CR/AA No.	Original CR/AA Date	Original CR/AA Amount	Total Previous Change Orders	Change Amount Including this Order	Total Change Order Percentage
0	n/a		\$0.00	\$0.00	\$0.00	0.00%

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

Indicate Amount to Each Group:	African-American	Hispanic	Caucasian - Female	Other Minority	MWBE Certification Number
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	n/a

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

By Department Director

DATE

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

186557

EFFECTIVE DATE

8/2/18 *jsa*

CITY SECRETARY
DALLAS, TEXAS
SEP 26 PM 5:01
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: Pedro Perez II Vendor No. 354838

Subject: Professional Services Oak Cliff Cultural Center Department: Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Pedro Perez II ~~dba Alegre Ballet Folklorico~~ to present three (3) 120-minute Ballet Folklorico dance performances for Oak Cliff Cultural Center's Hispanic Heritage Month Series and Community Outreach event. Performance will include theatre, music, dance, and will be free and open to the public, to be completed no later than 9/8/2018

Contract Number: OCA-2018-00007108 Contract Term: 8/27/2018 To 9/8/2018

Background: Pedro Perez II ~~dba Alegre Ballet Folklorico~~ was selected to perform services at the Oak Cliff Cultural Center because of his artistic background. The fee for this service will not exceed \$4,000.00. Consultant understands that the City of Dallas will pay Consultants in one (1) payment(s) of \$4,000.00 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		3089		OCA-2018-00007108	\$4,000.00
TOTAL:							\$ 4,000.00

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
						%

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
	\$	\$ 4000.00	\$	\$	

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

Jennifer Scjip 8/1/18 DATE
By Department Director

Deanna Helms 8/2/18 DATE
Approved as to form by City Attorney

Dorcas 8/2/18 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

186558

EFFECTIVE DATE

09/26/2018 PA

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): Additional funding for electronics recycling services.

RECEIVED
 21 SEP 27 AM 9:30
 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:	Carolina Software, Inc	Vendor No.	354251
Subject:	WasteWORKS Software Annual Maintenance and Support -- payment for FY19	Department:	Department of Sanitation Services

Action Requested: Authorize 12-month database and software maintenance and support agreement for WasteWORKS software

Contract Number:	SAN-2018-00007989	Contract Term:	10/1/2018 To 9/30/2019
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Background: Sanitation Services uses (sole-source) WasteWORKS Software provided by Carolina Software, Inc to maintain the tracking, weighing and billing of materials received at McCommas Bluff Landfill and the transfer stations. This agreement provides 24/7 telephone and remote support of the automated kiosks, software, and any software updates delivered by the vendor. Support increase (\$200) for FY 19 due to addition of Auto-Email Module.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0440	SAN	3591		3438		SAN-2018-00007989	\$8,800.00
TOTAL:							\$8,800.00

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.

9-24-18
9/27/18

By Department Director DATE Approved as to form by City Attorney DATE

9/26/18

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

186559

EFFECTIVE DATE

9/21/18 RN

RECEIVED
211 SEP 27 AM 9:38
CITY SECRETAR
DALLAS, TEXA

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: Overhead Door Company of Dallas Vendor No. 016285

Subject: Door overhead Maintenance & Repair Department: Dallas Fire-Rescue

Action Requested: Authorize (1) payment of past due invoices in the amount of \$17,483.20 and (2) additional funds in the amount of \$18,403.37 for future services used on as needed basis.

Contract Number: DFD-2018-00008056 Contract Term: To

Background: The required services include repair, maintenance, parts and labor of overhead doors at the fire stations. This service contract is necessary to ensure station overhead doors are in good working condition for the entry and exit of the Fire Apparatus and to ensure the safety of staff during daily operations. This action is to pay outstanding invoices for service provided. While procurement is completing the solicitation for master agreement.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	DFD	MA01	DF08	3210			\$17,483.20
0001	DFD	MA01	DF08	3210			\$18,403.37
TOTAL:							\$35,886.57

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.

David Costing
By Department Director

9/20/18
DATE

Don Knight
Approved as to form by City Attorney

9/26/18
DATE

Jim Foster
By Assistant City Manager

9-21-18
DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186560

EFFECTIVE DATE

8.2.18 MC

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 SEP 27 PM 4:54
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: Door Control Services Vendor No. 259592

Subject: Emergency Repairs Department: AVI

Action Requested: Authorize Administrative Action to pay invoices for emergency repairs to sliding doors at Love Field. Repairs were mandatory because of potential security risk.

Contract Number: AVI-2018-00006509 Contract Term: 7/24/2018 To 9/30/2018

Background: Sliding doors were not covered under the current master agreement. Door needed immediate attention as malfunction of operating doors causes a security risk and the potential for an accident. Previous repairs were made using P-Cards. Currently working on specs to get a contract in place for future repairs.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7736	AV18	3210		AVI-2018-00006509	\$3,895.81
TOTAL:							\$3,895.81

Project No: Commodity Code: 91014 Financing: FY2018 Operating Funds

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

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

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

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

By Department Director

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

186561

EFFECTIVE DATE

8.7.18 me

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

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

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
SEP 28 2 11 OCT 1 11

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 MAC

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

Yes No

Vendor Name: **N.J.Malin.** Vendor No. **515933**

Subject: **Forklift and Pallet Jack repair** Department: **AVI**

Action Requested: Authorize Administrative Action to pay for emergency repair of forklift and pallet jack to transfer goods from the Sally Port to the terminal. Master Agreement for repairs has not been finalized. Repairs amount not to exceed \$680.10.

Contract Number: **AVI-2018-00007256** Contract Term: **7/31/2018** To **9/30/2018**

Background: Forklift/Palletjack malfunctions causes delay in transferring goods. These machines are critical to the daily operation of the transporting of goods and supplies. Malfunctions also causes back ups at the Sally Port where all goods are inspected before entering the terminal. The repairs were necessary to keep production and operation running without causes any type of security breaches due to the inspection of goods. Forklift master agreement has not been finalized, therefore cause use to make repairs using AA.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0130	AVI	7710	EMER	3070		AVI-2018-00007256	\$508.15
0130	AVI	7706	EMER	3070		AVI-2018-00007256	\$171.95
TOTAL:							\$680.10

Project No: _____ Commodity Code: **28760** 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: DATE: **8/3/18**

Approved as to form by City Attorney: DATE: **9/26/18**

By Assistant City Manager: DATE: **8/7/18**

MER



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186562

EFFECTIVE DATE

September 26, 2018

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

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

RECEIVED
 SEP 27 PM 4:15
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name:	MAKING~CONNECTIONS, INC.	Vendor No.:	506487
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Subject:	Professional Services	Department:	Office of Cultural Affairs
----------	-----------------------	-------------	----------------------------

Action Requested: Consultant shall perform in two workshops celebrating Hispanic Heritage Month. The one-hour workshops, hosted by the Nova Academy, will consist of a cultural enrichment program that explores Caribbean islands and the blending of cultures. Participants shall be exposed to art, music and dance to learn history and traditions from Indigenous, European and African cultures, which can be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number:	OCA-2018-00008093	Contract Term:	9/28/18	To	9/30/18
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Background: Consultant shall perform services at the fee of \$350 each; the cumulative total of which shall not exceed a fee of **\$700.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final artist evaluation of the services provided.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	CX OCA-2018-00008093	\$700
TOTAL:							\$700

Project No.:	Commodity Code:	96207	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 (Sep 26, 2018)

By Department Director

Sep 26, 2018

DATE

Quindyn

Approved as to form by City Attorney

Sep 26, 2018

DATE

Jose Zapata
Jose Zapata (Sep 26, 2018)

By Assistant City Manager

Sep 26, 2018

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186564

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)

RECEIVED
 2018 SEP 28 AM 11:55
 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: Xylem Water Solutions USA, Inc. Vendor No. VC0000010486

Subject: Service Contract Extension Department: Office of Procurement Services

Action Requested: Authorize a ~~twelve (12)~~ ^{twelve (12)} month extension for service contract BM1405 - Pump Overhaul, Maintenance, Repair Services and Parts. This extension will provide continued coverage until new contract is approved.

Contract Number: POM-2018-00005696 Contract Term: ~~5/20/2018~~ to 5/25/2019

Background: This service contract was awarded by Council on 5/27/2015, resolution # 15-0928, with Xylem Water Solutions USA, Inc. (VC0000010486) for Pump Maintenance, Repair Services and Parts.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
							\$0.00 ⁰⁰
TOTAL:							

Project No: BM1405 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	15-0928	5/27/2015	\$1,360,469.49	\$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]* DATE: 5/16/18
 Approved as to form by City Attorney: *[Signature]* DATE: 07/16/18
 By Assistant City Manager: *[Signature]* DATE: 5-17-18



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186565

EFFECTIVE DATE

09/28/18

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

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

RECEIVED
 2018 SEP 28 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: Reel-Scout Vendor No. VS0000052039

Subject: DFC/Creative Industries-1 yr.subscription Department: Economic Development

Action Requested: This action authorizes the payment agreement for a subscription/license for Reel-Scout & Reel-Crew System which includes hosting of DFC/Creative Industries division's extensive Location Gallery, contact & project management databases and includes support, maintenance and program upgrades for the period of one year. Reel-Scout is a sole source provider for this type of service (see attached letter from the vendor). Includes \$13,560 for 1 year subscription.

Contract Number: ECO-2018-00008047 Contract Term: 9/27/2018 To 9/26/2019

Background: DFC/Creative Industries division promotes economic development in the City by attracting, retaining, assisting, marketing and promoting film, television & other creative content.. Quick access to crew, talent, vendors, location/venues, client & project information is vital to delivering desired customer service.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1217	EC13	3341	-	CX ECO-2018-00008047	\$13,560.00
TOTAL:							\$13,560.00

Project No: - Commodity Code: 96100 Financing:

Change Order No.	Original GR/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: 9/26/18

Approved as to form by City Attorney: DATE: 9-28-18

Assistant City Manager: DATE: 9/28/18

RECEIVED

2018 NOV 16 AM 8:51

CITY SECRETARY
DALLAS, TEXAS



CITY OF DALLAS

Memorandum

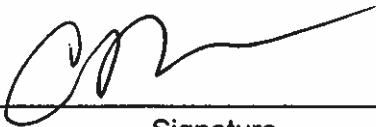
DATE November 15, 2018

TO City Secretary

SUBJECT **Correction on AA18-6566 dated 9/28/2018**

Change is needed to correct Administrative Action Number 18-6566
Vendor/Customer ID ~~VS94815~~ should be VC19392

Department: Office of Economic Development

Director (or designee): 
Signature

11/15/18
Date

Carstony Pogue
Print Name

8/1/2018




CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186566

EFFECTIVE DATE

09/28/18

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

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

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 SEP 28 PM 3:00
 CITY SECRETARY
 DALLAS, TEXAS

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

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

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

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

Vendor Name: Miles Partnership LLLP Vendor No. VS94815
 Subject: Creative Industries- Film Commission website Department: Economic Development

Action Requested: This action authorizes the payment agreement for continued hosting, support and upgrades of the DFC/Creative Industries website for the period of one year. The website was originally developed by the team at this company and contains propriety code. Their name has changed, but the firm is the sole source for providing ongoing service and support without completing an entire redesign, migration & significant time offline (see attached letter from vendor re: sole source).

Contract Number: ECO-2018-00008051 Contract Term: 10/1/2018 To 9/30/2019

Background: **ORDER BY SPARKWORKS WAS REVOKED BY MILES PARTNERSHIP LLLP.**
 Creative Industries division (film commission) promotes economic development in the City by attracting, retaining, assisting, marketing and promoting film, television and other creative content. 24/7 access to crew, vendors, locations, permit and general information is vital to delivering desired customer service.

FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ECO	1217	EC13	3099	-	CX ECO-2018-00008051	\$24,000.00
TOTAL:							\$24,000.00

Project No: - Commodity Code: 70091 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 9/28/18
 Approved as to form by City Attorney *[Signature]* DATE 9-28-18
 By Assistant City Manager *[Signature]* DATE

CITY OF DALLAS	ADMINISTRATIVE ACTION	ADMINISTRATIVE ACTION
		186567
		EFFECTIVE DATE
		9/28/18
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)

RECEIVED
 21 SEP 28 PM 3:30
 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:	Shamoun & Norman, LLP	Vendor No.:	-----
Subject:	Professional Services Contract	Department:	CAO

Action Requested: Authorize a professional services contract with Shamoun & Norman, LLP to perform legal services in connection with the lawsuit styled Fiamma Statler LP v. The City Of Dallas; Cause No. DC-18-10372. This contract is no cost to the City.

Contract Number:	ATT-2018-00008166	Contract Term:		To:	
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Background: The law firm Shamoun & Norman LLP is being retained to represent the City of Dallas concerning the claims and causes of action asserted against the City in connection with the lawsuit styled Fiamma Statler LP v. The City of Dallas; Cause No. DC-18-10372; 193rd Judicial District Court of Dallas County, Texas. All fees to be paid pursuant to indemnity in Development Agreement with Centurion Acquisitions, LP and Commerce Statler Development, LLC (together, "Centurion"). This contract is no cost to the City.


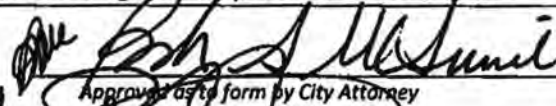
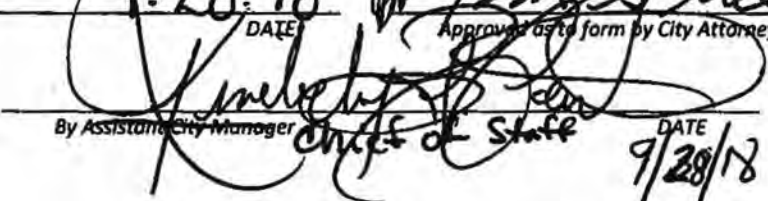
FUND	DEPT	UNIT	ACTV	OBJ	PROGRAM	ENCUMBRANCE	AMOUNT
0001	ORM	3890		3033		ATT-2018-00008166	\$0.00
TOTAL:							\$0.00

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

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

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

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

 By Department Director
 DATE: 9-28-18
 Approved as to form by City Attorney
 DATE: 9/28/2018
 By Assistant City Manager
 DATE: 9/28/18
 Chief of Staff



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186568

EFFECTIVE DATE

September 26, 2018

RECEIVED
CITY SECRETARY
DALLAS, TEXAS
SEP 28 PM 5:11

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

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

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

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

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

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

Vendor Name: **OLLIMPAXQUI BALLET COMPANY, INC.** Vendor No. 344347

Subject: Professional Services Department: Office of Cultural Affairs

Action Requested: Consultant shall participate in two performances celebrating Hispanic Heritage Month. The first one-hour performance is hosted by the Lenore Kirk Hall Elementary School, and the second performance will be at the Dallas Love Field Airport. Presentations will consist of the use performances in the tradition of Folklorico dance and showcasing the customs of Mexico, Central and South America which will be presented to adults and children of all ages. All services are subject to the approval of the City of Dallas Office of Cultural Affairs' Director.

Contract Number: OCA-2018-00008140 Contract Term: 9/27/18 To 9/30/18

Background: Consultant shall perform services at the fee of \$650 each; the cumulative total of which shall not exceed a fee of **\$1,300.00**. Payment will be made upon satisfactory completion of each requested service following receipt of consultant's invoice and final artist evaluation of the services provided.

FUND	DEPT	UNIT	ACTV	OBI	PROGRAM	ENCUMBRANCE	AMOUNT
0001	OCA	4878		3089	CAP	,CX OCA-2018-00008140	\$1,300
TOTAL:							\$1,300

Project No: Commodity Code: 96207 Financing: General Fund

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

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

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

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

Jennifer Scripps
Jennifer Scripps (Sep 26, 2018)

By Department Director

Sep 26, 2018

DATE

Jennifer Scripps

Approved as to form by City Attorney

Sep 27, 2018

DATE

Jacey Zapata
Jacey Zapata (Sep 26, 2018)

By Assistant City Manager

Sep 26, 2018

DATE



CITY OF DALLAS

ADMINISTRATIVE ACTION

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

ADMINISTRATIVE ACTION

186569

EFFECTIVE DATE

September 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 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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CITY SECRETARY
DALLAS, TEXAS
SEP 28 PM 5:10

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:	Jose Vargas	Vendor No.:	349146
Subject:	Cultural Contracts	Department:	Office of Cultural Affairs

Action Requested: Authorization is requested to procure the services of Jose Vargas for the following cultural services: plan, produce and execute two (2) 90-minute performing arts programs based on the 2018 Hecho en Dallas visual arts exhibition, which will held in Fall 2018 at the Latino Cultural Center. Consultant will provide detailed plan for production to center manager by October 5, 2018. Additionally, consultant will provide two 90-minute performing arts presentations based on visual arts exhibition Hecho en Dallas on October 9 and 10, 2018

Contract Number:	OCA-2018-00007741	Contract Term:	10/5/2018	To	10/10/2018
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Background: Jose Vargas is a Dallas-based Latinx visual and performing artist. The fee for this service will not exceed \$2,000.00. 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 deliverable 1, and a second 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
Funding:	0001	OCA	4805	CA02	3089		CX OCA-2018-00007741	\$2,000.00
	TOTAL:							

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

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

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

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

Jennifer Scripps
Jennifer Scripps (Sep 17, 2018)
By Department Director

Sep 17, 2018
DATE

Joey Zapata
Approved as to form by City Attorney

Sep 17, 2018
DATE

Joey Zapata
Joey Zapata (Sep 17, 2018)
By Assistant City Manager

Sep 17, 2018
DATE