

RECEIVED

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

DALLAS CITY COUNCIL COMMITTEE AGENDA

2018 OCT 12 AM 11:41

CITY SECRETARY
DALLAS, TEXAS

MONDAY, OCTOBER 15, 2018
CITY HALL
COUNCIL BRIEFING ROOM, 6ES
1500 MARILLA STREET
DALLAS, TEXAS 75201
2:00 P.M. – 3:30 P.M.

Chair, Councilmember Jennifer S. Gates
Vice-Chair, Councilmember Scott Griggs
Councilmember Sandy Greyson
Councilmember Lee M. Kleinman
Councilmember Philip T. Kingston
Councilmember Tennell Atkins
Councilmember Kevin Felder

Call to Order

1. Consideration of Minutes from the October 1, 2018 Government Performance & Financial Management Committee meeting
2. Consideration of Upcoming Agenda Items for October 24, 2018 City Council Meetings

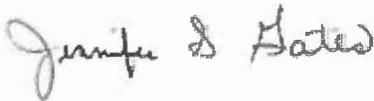
BRIEFINGS

3. Dallas Police and Fire Pension Annual Report Kelly Gottschalk, Executive Director
Dallas Police & Fire Pension

FYI

4. August Financial Forecast Report

Adjourn



Jennifer S. Gates, Chair
Government Performance & Financial Management Committee

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

Meeting Date: October 1, 2018

Convened: 2:02 pm

Adjourned: 2:51 pm

Committee Members Present:

Jennifer S. Gates, Chair
Sandy Greyson

Tennell Atkins
Lee Kleinman

Kevin Felder

Committee Members Absent:

Scott Griggs, Vice Chair
Philip T. Kingston

Other Council Members Present:

Staff Present:

Elizabeth Reich
Anne Lockyer
Jenifer West
Robert Perez
Carrie Prysock

Juanita Ortiz
Janette Weedon
Barbara McAninch
Angla Finley-Evert
Billerae Johnson

Carol Smith
Adelia Gonzalez
Zarin Gracey
Juanita Ortiz
Gwen Schuler

Sarah Standifer
Majed Al-Ghafry

Others Present:

AGENDA:

Call to Order

1. Consideration of the September 17, 2018 Minutes

Presenter(s): N/A

Information Only:

Action Taken/Committee Recommendation(s): Approved

A motion was made to approve the September 17, 2018 minutes. Motion passed unanimously.

Motion made by: Tennell Atkins

Motion seconded by: Lee Kleinman

Briefings

2. 2019 City Calendar

Presenter(s): LaToya Jackson, Assistant Director, *Office of Budget*

Information Only:

Action Taken/Committee Recommendation(s):

LaToya Jackson of the Office of Budget and Chief Financial Officer Elizabeth Reich briefed the Committee on the 2019 City Calendar. The Committee discussed transferring the responsibility for creating the yearly calendar to the City Secretary's Office. Councilmembers also remarked on the time compression they experienced during budget season 2018, and made suggestions to improve the Budget Town Hall and Amendments processes.

GOVERNMENT PERFORMANCE & FINANCIAL MANAGEMENT

Meeting Record

A motion was made to move the Council Agenda meeting on June 19, 2018 to June 18, 2018, in observance of the holiday Juneteenth.

Motion made by: Kevin Felder

Motion seconded by: Tennell Atkins

A motion was made to keep the calendar responsibility in the City Manager's Office. Motion passed unanimously.

Motion made by: Sandy Greyson

Motion seconded by: Tennell Atkins

A motion to move the Calendar forward to full council with support of the Committee.

Motion made by: Kevin Felder

Motion seconded by: Tennell Atkins

3. Street Sweeping Price Agreement

Presenter(s): Robert Perez, Director (I), *Department of Public Works*

Information Only: X

Action Taken/Committee Recommendation(s):

Interim Director Robert Perez presented the Committee with a briefing on the Street Sweeping Price Agreement. This item went to council for approval on August 22, 2018, but Council requested further discussion in GPFM on the need for street sweeping.

The committee discussed the unfunded mandate from the Texas Commission on Environmental Quality (TCEQ) that requires the city to sweep streets, and what exactly the TCEQ language calls for. Committee members made several suggestions including decreasing the frequency of sweeping, bringing the service in-house, and ensuring equitable distribution of the sweeping throughout the city.

Adjourn

Jennifer S. Gates, Chair
Government Performance & Financial Management



Agenda Information Sheet

File #: 18-1066

Item #: 32.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Budget

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize adoption of the 2019 City Calendar - Financing: No cost consideration to the City

BACKGROUND

Resolution No. 89-3796 requires the City Council to adopt an annual calendar. Resolution No. 90-2673 establishes the annual July recess. Resolution No. 18-0849 requires the second Wednesday meeting each month to begin at 2:00 p.m., and for up to five meetings each year to be conducted off-site from City Hall. The City Calendar includes all City Council briefing and agenda meetings, budget briefings and workshops, Council Committee meetings, and City holidays. The City Calendar is available on the City's website at www.dallascityhall.com and is made available in the Office of Budget to all citizens who request copies. The City Calendar is also available for download and syncing into calendar software on computers or mobile devices via a link on the City's website.

On October 1, 2018, the Government Performance and Financial Management Committee amended the City calendar to move the 3rd Wednesday briefing meeting in June from Wednesday, June 19, 2019 to Tuesday, June 18, 2019 due to Juneteenth Independence Day activities.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance and Financial Management Committee was briefed on October 1, 2018.

FISCAL INFORMATION

No cost consideration to the City.

October 24, 2018

WHEREAS, it is the desire of the City to improve the efficiency of our municipal operations by adopting an annual City Calendar; and

WHEREAS, the annual City Calendar should be presented to the City Council for adoption in October of each year for the upcoming calendar year; and

WHEREAS, the annual City Calendar should include all City Council briefing and agenda meetings, budget briefings and workshops, Council Committee meetings, and City holidays; and

WHEREAS, the City Calendar should be updated periodically to incorporate any additions and/or changes in the schedule of meetings; and

WHEREAS, the City Calendar should be made available to all citizens, upon request, in the Office of Budget.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the Dallas City Council hereby adopts the 2019 City Calendar per Attachment A.

SECTION 2. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

January 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 New Year's Day – City Holiday	2 Council Briefing 9 a.m.	3	4	5
6	7 Council Committees 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	8	9 Council Agenda 2 p.m.	10	11	12
13	14 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	15 Campaign Finance Semiannual Report Due	16 Council Briefing 9 a.m.	17	18	19
20	21 Council Committee Meetings Canceled MLK Day – City Holiday	22	23 Council Agenda 9 a.m. U.S. Conference of Mayors 87th Winter Meeting	24 U.S. Conference of Mayors 87th Winter Meeting	25 U.S. Conference of Mayors 87th Winter Meeting	26
27	28 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	29	30 Fifth Wednesday – No City Council Meeting	31		

QOLAC: Quality of Life, Arts, and Culture
PSCJ: Public Safety and Criminal Justice
MSIS: Mobility Solutions, Infrastructure, and Sustainability

EDH: Economic Development and Housing
HSN: Human and Social Needs
GPFM: Government Performance and Financial Management

Council Agenda meetings are conducted in Council Chambers. Council Briefings and Council Committee meetings are conducted in Room 6ES.
For board and commission meeting dates, please visit <https://dallascityhall.com/government/citysecretary/Pages/Public-Meetings.aspx>.

February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	5	6 Council Briefing 9 a.m.	7	8	9
10	11 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	12	13 Off-Site Council Agenda 2 p.m. site To Be Determined (TBD)	14	15	16
17	18 Council Committee Meetings Canceled Presidents' Day – City Holiday	19	20 Council Briefing Meeting Canceled Council Retreat	21 Council Retreat	22	23
24	25 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	26	27 Council Agenda 9 a.m.	28		

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March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Recess	5 Council Recess	6 Council Recess	7 Council Recess	8 Council Recess	9
10 Daylight Saving Time Begins 2 a.m. National League of Cities Congressional City Conference	11 Council Recess National League of Cities Congressional City Conference	12 Council Recess National League of Cities Congressional City Conference	13 Council Recess National League of Cities Congressional City Conference	14 Council Recess	15 Council Recess	16
17	18 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	19	20 Council Briefing 9 a.m.	21	22	23
24	25 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	26	27 Council Agenda 9 a.m. Budget Public Hearing	28	29	30
31						

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April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	2	3 Council Briefing 9 a.m.	4	5	6
7	8 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	9	10 Council Agenda 2 p.m.	11	12	13
14	15 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	16	17 Council Briefing 9 a.m.	18	19	20
21	22 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	23	24 Council Agenda 9 a.m.	25	26	27
28	29 Fifth Monday – No Council Committee Meetings	30				

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May 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Council Briefing 9 a.m. Budget Workshop	2	3	4
5	6 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	7	8 Off-Site Council Agenda 2 p.m. at Kleberg-Ryllie Recreation Center Budget Public Hearing	9	10	11 Council Election
12	13 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	14	15 Council Briefing 9 a.m.	16	17	18
19	20 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	21	22 Council Agenda 9 a.m.	23	24	25
26	27 Council Committee Meetings Canceled Memorial Day – City Holiday	28	29 Fifth Wednesday – No City Council Meeting	30	31	

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June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	4	5 Council Briefing 9 a.m.	6	7	8 Runoff Election (if needed)
9	10 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	11	12 Council Agenda 2 p.m.	13	14	15
16	17 Council Committee Meetings Canceled Council Inauguration	18 Council Briefing 9 a.m. Budget Workshop	19 Council Meeting Moved to Tuesday for Juneteenth Independence Day	20	21	22
23	24 Council Committee Meetings Canceled	25	26 Council Agenda 9 a.m.	27	28 U.S. Conference of Mayors 87th Annual Meeting	29 U.S. Conference of Mayors 87th Annual Meeting
30 U.S. Conference of Mayors 87th Annual Meeting						

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July 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Council Recess U.S. Conference of Mayors 87th Annual Meeting	2 Council Recess	3 Council Recess	4 Council Recess Independence Day – City Holiday	5 Council Recess	6
7	8 Council Recess	9 Council Recess	10 Council Recess	11 Council Recess	12 Council Recess	13
14	15 Council Recess Campaign Finance Semiannual Report Due	16 Council Recess	17 Council Recess	18 Council Recess	19 Council Recess	20
21	22 Council Recess	23 Council Recess	24 Council Recess	25 Council Recess Appraisal Districts Certify 2019 Tax Roll	26 Council Recess	27
28	29 Council Recess	30 Council Recess	31 Council Recess			

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August 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	6	7 Council Briefing 9 a.m.	8	9	10
11	12 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	13 Council Briefing 9 a.m. Budget Workshop: City Manager's Recommended Budget	14 Off-Site Council Agenda 2 p.m. at Bachman Lake Branch Library	15 Budget Town Hall Meetings Begin	16	17
18	19 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	20	21 Council Briefing 9 a.m. Budget Workshop	22	23	24
25	26 Council Briefing 9 a.m. Budget Workshop: Consider Budget Amendments (straw votes anticipated)	27	28 Council Agenda 9 a.m. Budget Public Hearing	29 Budget Town Hall Meetings End	30	31

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September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Council Committee Meetings Canceled Labor Day/Cesar E. Chavez Day – City Holiday	3	4 Council Briefing 9 a.m. Budget Workshop: Consider Amendments and Adopt Budget on First Reading; Tax Rate Public Hearing #1 (if needed)	5	6	7
8	9 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	10 Council Briefing 9 a.m. Budget Workshop (optional)	11 Council Agenda 2 p.m. Tax Rate Public Hearing #2 (if needed)	12	13	14
15	16 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	17	18 Council Briefing 9 a.m. Budget Workshop: Adopt Budget on Second Reading, Adopt Tax Rate, and Approve Other Budget-Related Items	19	20	21
22	23 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	24	25 Council Agenda 9 a.m.	26	27	28
29	30 Fifth Monday – No Council Committee Meetings					

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October 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 FY 2019-20 Begins	2 Council Briefing 9 a.m.	3	4	5
6	7 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	8 Council Agenda 2 p.m.	9 Council Agenda Meeting Moved to 10/8 Texas Municipal League Annual Conference	10 Texas Municipal League Annual Conference	11 Texas Municipal League Annual Conference	12 Texas Municipal League Annual Conference
13	14 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	15	16 Council Briefing 9 a.m.	17	18	19
20	21 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	22	23 Council Agenda 9 a.m. Adopt 2020 City Calendar	24	25	26
27	28 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	29	30 Fifth Wednesday – No City Council Meeting	31		

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November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	5	6 Council Briefing 9 a.m.	7	8	9
10	11 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	12	13 Off-Site Council Agenda 2 p.m. at Campbell Green Recreation Center	14	15	16
17	18 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	19 Council Briefing 9 a.m.	20 Council Briefing Meeting Moved to 11/19 National League of Cities City Summit	21 National League of Cities City Summit	22 National League of Cities City Summit	23 National League of Cities City Summit
24	25 Council Committee Meetings Canceled	26	27 Council Agenda Meeting Canceled	28 Thanksgiving – City Holiday	29 Day after Thanksgiving/September 11 th Remembrance Day – City Holiday	30

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December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Council Committees: 9 a.m. EDH 11 a.m. HSN 2 p.m. GPFM	3	4 Council Briefing 9 a.m.	5	6	7
8	9 Council Committees: 9 a.m. QOLAC 11 a.m. PSCJ 2 p.m. MSIS	10	11 Council Agenda 2 p.m.	12	13	14
15	16 Council Committee Meetings Canceled	17	18 Council Briefing Meeting Canceled	19	20	21
22	23 Council Committee Meetings Canceled	24	25 Council Agenda Meeting Canceled Christmas Day – City Holiday	26	27	28
29	30 Fifth Monday – No Council Committee Meetings	31				

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Agenda Information Sheet

File #: 18-628

Item #: 36.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): 9, 10

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for janitorial services for the Park and Recreation Department - Wesson Construction Services, LLC, lowest responsible bidder of six - Not to exceed \$69,600.00 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This service price agreement will provide for janitorial services for the Park and Recreation Department. The Park and Recreation Department will use this service price agreement for janitorial services at the reservation office and the Big Thicket and Winfrey Point multipurpose facilities. Services to be rendered will be performed according to a schedule and as necessitated by events.

Services provided through this service price agreement include:

- Janitorial services to clean the reservation office building three days per week
- Bi-annual power washing of wraparound porch at Winfrey Point
- Annual cleaning of windows, waxing of hard floors, and deep cleaning of carpets at all three locations
- Additional services such as dusting, vacuuming, and mopping charged hourly when requested services are completed

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,689 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 6, 2018, the Park and Recreation Board authorized a three-year service price agreement with Wesson Construction Services, LLC.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

General Fund - \$69,600.00

FY 2018-19 \$23,200.00

FY 2019-20 \$23,200.00

FY 2020-21 \$23,200.00

<u>Council District</u>	<u>Amount</u>
9	\$53,100.00
10	\$16,500.00
Total	\$69,600.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

<u>Contract Amount</u>	<u>Category</u>	<u>M/WBE Goal</u>	<u>M/WBE %</u>	<u>M/WBE \$</u>
\$69,600.00	Other Services	23.80%	100.00%	\$69,600.00
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BY1803.

We opened them on February 9, 2018. We recommend the City Council award this service price agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Wesson Construction Services, LLC	311 North Market Street Dallas, TX 75202	\$ 69,600.00
Stellar Execucare Cleaning	6523 Autumn Woods Trail Dallas, TX 75232	\$ 78,562.50
All Janitorial Professional Services, Inc.	1617 North Central Expressway Plano, TX 75075	\$ 79,752.25
Global Building Maintenance, Inc.	2001 West Northwest Highway Suite 130 Dallas, TX 75220	\$ 94,589.88
Oriental Building Services, Inc.	2526 Manana Drive Suite 208 Dallas, TX 75220	\$101,613.75
IN + OUT Cleaning	3532 Lasso Road Roanoke, TX 76262	\$103,635.00

OWNER

Wesson Construction Services, LLC

Roylins Wesson, President

October 24, 2018

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service price agreement with Wesson Construction Services, LLC (VS91504), approved as to form by the City Attorney, for janitorial services for the Park and Recreation Department for a term of three years, in an amount not to exceed \$69,600.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Wesson Construction Services, LLC shall be based only on the amount of the services directed to be performed by the City and properly performed by Wesson Construction Services, LLC under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$69,600.00 to Wesson Construction Services, LLC from Service Price Agreement No. PKR-2018-00006882.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-976

Item #: 38.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service price agreement for street sweeping services - Mister Sweeper LP in the amount of \$3,617,246.22 and KAT Klean, Inc. in the amount of \$100,570.00, lowest responsible bidders of three - Total not to exceed \$3,717,816.22 - Financing: General Fund (\$3,617,246.22) and Dallas Water Utilities Fund (\$100,570.00)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis. We anticipate the following City departments will use this agreement:

- Water Utilities Department
- Department of Public Works

This service price agreement will provide for street sweeping services. This service minimizes street debris which could present potential safety hazards to motorists and pedestrians. Additionally, the removal of debris from streets will minimize the amount of foreign matter entering the City's water system by way of street level stormwater collection infrastructure.

This service price agreement, based on budget allocations, will provide monthly street sweeping services on major thoroughfares throughout the City. This service price agreement includes scheduled street sweeping services of approximately 2,300 curb miles monthly. In the event of unforeseen spills, this services price agreement also provides limited response sweeping of approximately 1,000 curb miles annually. Typically, sweeping maintenance is scheduled and completed once a month. Additionally, this service price agreement, subject to annual appropriations, allows for sweeping of protected and unprotected bike lanes that may not be currently on the scheduled route. Unprotected bike lanes on the scheduled route are swept monthly, while protected bike lanes are not included in the scheduled maintenance.

In addition to the monthly scheduled, limited response, and bike lane sweeping services, this service price agreement provides the City with on demand street sweeping and power washing services. On demand services are used after inclement weather or special events to bring street surfaces up to City standards.

The Department of Transportation will retain the responsibility of providing street sweeping services in the Central Business District and those services are not part of this service price agreement.

In this solicitation, the Office of Procurement Services required bidders to submit a response using unit pricing. This bid resulted in a 27.72 percent increase over comparable prices for the bid awarded in 2015.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,287 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On August 12, 2015, City Council authorized a three-year service contract for street sweeping services with Mister Sweeper LP by Resolution No. 15-1337.

The Government Performance & Financial Management Committee was briefed on this item on October 1, 2018.

FISCAL INFORMATION

General Fund - \$3,617,246.22
Dallas Water Utilities Fund - \$100,570.00

Fund	FY 2018-19	FY 2019-20	FY 2020-21
General Fund	\$608,489.00	\$790,487.00	\$2,218,270.22
Dallas Water Utilities Fund	\$33,523.34	\$33,523.33	\$33,523.33
Total	\$642,012.34	\$824,010.33	\$ 2,251,793.55

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$3,717,816.22	Other Services	23.80%	23.16%	\$860,904.60
<ul style="list-style-type: none"> This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BB1802. We opened them on June 8, 2018. We recommend the City Council award this service price agreement to the lowest responsive and responsible bidders by group.

*Denotes successful bidders

<u>Bidder</u>	<u>Address</u>	<u>Amount</u>
*Mister Sweeper LP	3522 Doug Drive Dallas, TX 75247	Group 1 - \$3,617,246.22 Group 2 - \$ 170,378.00
*KAT Klean, Inc.	4007 Alta Vista Lane Dallas, TX 75229	Group 1 - \$6,536,432.50 Group 2 - \$ 100,570.00
Pannell Industries, Inc.	4361 Cedar Lake Drive Dallas, TX 75227	Non-responsive**

**Pannell Industries, Inc. was deemed non-responsive due to not meeting specifications.

OWNERS

Mister Sweeper LP

Joseph Clark Thompson III, President
Thomas Seevers, Vice President
Dean Renkes, Secretary

KAT Klean, Inc.

Thomas W. Payne, Jr., President

October 24, 2018

WHEREAS, on August 12, 2015, City Council authorized a three-year service contract for street sweeping services with Mister Sweeper LP in an amount not to exceed \$2,043,742.72, by Resolution No. 15-1337.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service price agreement with Mister Sweeper LP (VS0000045653) in the amount of \$3,617,246.22 and KAT Klean, Inc. (VS95235) in the amount of \$100,570.00, approved as to form by the City Attorney, for street sweeping services for a term of three years, in a total amount not to exceed \$3,717,816.22. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to Mister Sweeper LP and KAT Klean, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by Mister Sweeper LP and KAT Klean, Inc. under the contract.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,717,816.22 to Mister Sweeper LP and KAT Klean, Inc. from Service Contract No. POM-2018-00006937.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-946

Item #: 39.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service price agreement for the purchase of desktop, laptop computers, computer related equipment, accessories, and managed services for Communication and Information Services - GTS Technology Solutions, Inc., most advantageous proposer of two - Estimated amount of \$17,188,983.20 - Financing: Municipal Lease Agreement Funds (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for goods and services, for a specific term, which are ordered by all City departments on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This service price agreement will allow the City to purchase computers, computer related equipment, and accessories. Additionally, this agreement includes vendor provided services for warranty, repair, de-installation of existing equipment, installation, onsite support, as well as a vendor website for order processing (E-Commerce), and asset management support.

To ensure the most cost-effective pricing for the City, standards have been established for all new and replacement computer orders. Efficiencies in the maintenance and repair of this equipment will also be achieved through the standardization of this equipment.

Currently there are over 10,000 desktop PC's and laptops distributed throughout the City.

A seven member committee from the following departments reviewed and evaluated the qualifications:

- Communication and Information Services (2)
- Police Department (1)

- Department of Aviation (1)
- Office of Management Services (1)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Capability and expertise 30 points
- Overall approach and methodology 25 points
- Cost 30 points
- Business Inclusion and Development Plan 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,054 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 25, 2015, City Council authorized Supplemental Agreement No. 4 to exercise the first one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services by Resolution No. 15-0342.

On February 10, 2016, City Council authorized Supplemental Agreement No. 5 to exercise the second one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services by Resolution No. 16-0270.

On April 26, 2017, City Council authorized Supplemental Agreement No. 7 to exercise the third one-year renewal option for the service contract for the lease or purchase of all forms of computers, computer related equipment accessories and various managed services by Resolution No. 17-0682.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Municipal Lease Agreement Funds - \$17,188,983.20 (Estimated amount)

FY 2018-19 \$2,866,685.00
 FY 2019-20 \$2,987,178.20
 FY 2020-21 \$2,477,599.00
 FY 2021-22 \$4,428,760.50
 FY 2022-23 \$4,428,760.50

FY 2018-19 and FY 2019-20 estimated costs are reflected in the biennial budget. Future year cost estimates are subject to appropriations.

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$17,188,983.20	Other Services	23.80%	100.00%	\$17,188,983.20
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BXZ1802. We opened them on June 29, 2018. We recommend the City Council award this service price agreement in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Amount</u>
*GTS Technology Solutions, Inc.	9211 Waterford Centre Blvd. Suite #125 Austin, TX 78758	\$17,188,983.20

Global Asset, LLC 1815 Monetary Ln. \$17,638,303.10
Carrollton, TX 75006

OWNER

GTS Technology Solutions, Inc.

Laura Grant, Owner
Ryan Grant, President

October 24, 2018

WHEREAS, on February 11, 2009, City Council authorized a sixty-month contract, with three twelve-month renewal options, for the lease or purchase of all forms of computers and computer related equipment and accessories to include various managed services, in an amount not to exceed \$18,762,347.00, by Resolution No. 09-0454; and

WHEREAS, on December 18, 2013, Administrative Action No. 13-7014 authorized supplemental agreement no. 1 to the service contract with Austin Ribbon & Computer Supplies, Inc. to add the Statement of Work for Office 365 email migration; and

WHEREAS, on February 11, 2014, Administrative Action No. 14-5420 authorized supplemental agreement no. 2 to the service contract with Austin Ribbon & Computer Supplies, Inc. to extend the contract term from February 16, 2014 to February 15, 2015; and

WHEREAS, on June 2, 2014, Administrative Action No. 14-6035 authorized supplemental agreement no. 3 to the service contract with Austin Ribbon & Computer Supplies, Inc. to add changes to the Statement of Work for Office 365 email migration through supplemental agreement no. 1; and

WHEREAS, on February 25, 2015, City Council authorized Supplemental Agreement No. 4 to exercise the first one-year renewal option to the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services, in an amount not to exceed \$3,557,706.00, from \$31,240,547.00 to \$34,798,253.00, by Resolution No. 15-0342; and

WHEREAS, on February 10, 2016, City Council authorized Supplemental Agreement No. 5 to exercise the second one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services, in an amount not to exceed \$3,406,977.00, from \$34,798,253.00 to \$38,205,230.00, by Resolution No. 16-0270; and

WHEREAS, on January 31, 2017, Administrative Action No. 17-5394 authorized Supplemental Agreement No. 6 to extend the term of the agreement for the lease or purchase, of all forms of computers and computer related equipment and accessories through March 31, 2017; and

WHEREAS, on April 26, 2017, City Council authorized Supplemental Agreement No. 7 to exercise the third one-year renewal option of the service contract for the lease or purchase of all forms of computers, computer related equipment, accessories and various managed services, in an amount not to exceed \$4,135,306.00 from \$38,205,230.00 to \$42,340,536.00, by Resolution No. 17-0682.

October 24, 2018

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service price agreement with GTS Technology Solutions, Inc. (263234), approved as to form by the City Attorney, for the purchase of desktop, laptop computers, computer related equipment, accessories, and managed services for a term of five years, in the estimated amount of \$17,188,983.20. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to GTS Technology Solutions, Inc. shall be based only on the amount of the services directed to be performed by the City and properly performed by GTS Technology Solutions, Inc. under the contract. The amount payable pursuant to this service price agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this service price agreement during its term.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$17,188,983.20, but not more than the amount of budgetary appropriations for this service price agreement during its term to GTS Technology Solutions, Inc. from Service Price Agreement Contract No. DSV-2018-00007929.

SECTION 3. That in order to reimburse and finance the lease/purchase acquisition of the equipment described herein over a period not to exceed the estimated useful life (10 years) thereof, any Authorized Officer of the City designated in the Master Equipment Lease/Purchase Agreement (the "Master Lease") between Banc of America Public Capital Corp and the City is hereby authorized and directed to execute, acknowledge and deliver a Schedule A (as defined in the Master Lease) pertaining to such equipment including all attachments, financing statements and schedules thereto, in substantially the form attached to the Master Lease, with such changes as the signing officer shall determine to be advisable. Each Authorized Officer of the City is also authorized to execute, acknowledge and deliver any other agreement, instrument, certificate, representation and document, and to take any other action as may be advisable, convenient or necessary to enter into such Schedule A. The financing terms for such equipment, to be determined pursuant to the provisions of the Master Lease and reflected in such Schedule A, and the granting of a security interest in the financed equipment pursuant to the Master Lease, are hereby approved.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-844

Item #: 41.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year service contract for marketing and selling, through public auction, of City owned land and facilities that have been declared surplus property for the Department of Sustainable Development and Construction - Hudson & Marshall, LLC, most advantageous proposer of three - Estimated Net Revenue: \$967,310.00

BACKGROUND

This service contract will provide marketing and public auctioning of City owned lands and facilities that have been declared surplus property. Fourteen properties currently have been identified for sale which were first routed to City departments and outside agencies to determine whether they had a need for any of the properties. By contracting with a professional real estate auction firm, the City will be able to utilize the vendor's expertise in advertising, marketing and promotion of surplus properties as well as industry contacts to generate interest in the properties being offered. As additional properties become available and are declared surplus by City Council, staff will coordinate future sales with Hudson & Marshall, LLC over the three-year time period.

The auction firm will aggressively market the properties on its website, the City's website and other commercial real estate websites such as LoopNet, CityFeet, Globe Street, Property Auction and Commercial Investment Multiple Listing Service. The firm proposes to advertise residential properties on Google, RealtyTrac and Yahoo Real Estate.

In addition, the properties will be marketed through auction brochures (hard copy and eBrochures), auction signs and banners, newspaper and publication ads, strategically located billboards, targeted direct mail, and email campaigns. Newspaper advertisements will meet or exceed those required by Texas Local Government Code, Section 253.008 and Section 272.001.

Hudson & Marshall, LLC proposes to market and sell the properties with no cost consideration to the City. The firm will charge a buyer's premium of four, five or six percent, depending on sale price, from the winning bidder for each property sold. All properties will be offered for sale "as is, where is,

and with all faults.” Each sold property will be conveyed by a deed without warranty.

Marketing efforts will begin approximately six weeks before the auction date. Approximately a week before the auction date, Hudson & Marshall, LLC will hold an open house event for improved properties. On the day of the auction, the auction firm will fully staff a single ballroom event with an auctioneer, bid assistants and cashiers to accept earnest money in the form of cashier checks. Contracts will be drawn up that day. Any properties that do not sell at the auction will remain on the auction firm’s website for post-sale bidding opportunities. Winning bidders will have a specified time frame in which to close on the property with the City, typically within 30 to 45 days.

A five-member committee from the following departments reviewed and evaluated the proposals:

- Department of Public Works (1)
- Department of Sustainable Development & Construction (2)
- Office of Procurement Services (1)*
- Office of Business Diversity (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondent on the basis of the demonstrated competence and qualifications under the following criteria:

- Qualification 35 points
- Cost 30 points
- Experience and capabilities 20 points
- Business Inclusion and Development Plan 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 15,383 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Estimated Net Revenue - \$967,310.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$967,310.00	Revenue	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Revenue contracts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> • Utilized for high technology procurements, insurance procurements, and other goods and services • Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications • Always involves a team evaluation • Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BNZ1803. We opened them on March 23, 2018. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Hudson & Marshall, LLC	17785 Preston Rd. Suite 1150 Dallas, TX 75254	89.3
SVN Auction Services, LLC	6615 W. Boynton Beach Blvd. Suite 326 Boynton Beach, FL 33437	82.7
Higgenbotham Auctioneers International Limited, Inc.	5900 Imperial Lakes Blvd. Mulberry, FL 33860	72.7

OWNER

Hudson & Marshall, LLC

David T. Webb, President
Jeffrey S. Abernathy, Secretary

October 24, 2018

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service contract with Hudson & Marshall, LLC (VS0000061348), approved as to form by the City Attorney, for marketing and selling, through public auction, of City owned land and facilities that have been declared surplus property for the Department of Sustainable Development and Construction for a term of three years, for an estimated net revenue amount of \$967,310.00.

SECTION 2. That the Chief Financial Officer is hereby authorized to receive and deposit all revenues received from Hudson & Marshall, LLC to Fund 0001, Department DEV, Balance Sheet Account 0519 and the Department of Sustainable Development & Construction, Real Estate Division shall be reimbursed for the cost of obtaining legal description, appraisal and other administrative costs incurred, if applicable. The reimbursement proceeds shall be deposited in Fund 0001, Department DEV, Unit 1183, Object 5011. Any remaining proceeds for the property shall be transferred to the appropriate revenue account.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-607

Item #: 42.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year service contract, with two one-year renewal options, to process fingerprint based criminal history record checks for all individuals who are issued airport identification badges for the Department of Aviation - American Association of Airport Executives dba Transportation Security Clearinghouse, only proposer - Not to exceed \$343,500.00 - Financing: Aviation Fund (subject to annual appropriations)

BACKGROUND

This action does not encumber funds; the purpose of a service contract is to establish firm pricing for services, for a specific term, which are ordered on an as needed basis.

This service contract will allow Aviation to process fingerprint based criminal history record checks on individuals who work in security sensitive areas and are being issued Love Field airport identification badges. Transportation Security Administration in accordance with Federal Aviation Regulation CFR Part 1542, requires each air carrier airport, such as Love Field, to submit background check information for individuals having unescorted access to security sensitive areas of the airport. These individuals include City employees, vendors, concessionaires, and airport tenants. The Department of Aviation collects fees from individuals and contractors, with the exception of City employees, for the processing of the required background checks.

A seven member committee from the following departments reviewed and evaluated the qualifications:

- Police Department (1)
- Department of Communication and Information Services (2)
- Department of Aviation (2)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 35 points
- Technical match 20 points
- Functional match 15 points
- Capabilities and expertise 15 points
- Business Inclusion and Development Plan 15 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,507 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On February 12, 2014, City Council authorized a three-year service contract to process fingerprint based criminal history record checks and security threat assessments which are required by the Transportation Security Administration for all individuals who are issued an airport identification badge at Love Field with Airport Research and Development Foundation, Inc. by Resolution No. 14-0288.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Aviation Fund - \$343,500.00 (subject to annual appropriations)

FY 2018-19 \$68,700.00

FY 2019-20 \$68,700.00 (subject to annual appropriations)

FY 2020-21 \$68,700.00 (subject to annual appropriations)

FY 2021-22 \$68,700.00 (subject to annual appropriations)

FY 2022-23 \$68,700.00 (subject to annual appropriations)

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22,

2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE%	M/WBE \$
\$343,500.00	Other Services	23.80%	0.34%	\$1,160.00
<ul style="list-style-type: none"> This contract does not meet the M/WBE goal, but complies with good faith efforts. 				
American Association of Airport Executives will pay a federal fee on the Airport's behalf.				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> Utilized for high technology procurements, insurance procurements, and other goods and services Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price and other evaluation factors stated in the specifications Always involves a team evaluation Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BUZ1802. We opened them on March 29, 2018. We recommend the City Council award this service contract in its entirety to the only proposer.

*Denotes successful proposer

<u>Proposer</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*American Association of Airport Executives dba Transportation Security Clearinghouse	601 Madison Street Suite 400 Alexandria, VA 22314	96.2	\$343,500.00

Note: The Office of Procurement Services conducted a single proposer review and found no exceptions.

OWNER

American Association of Airport Executives dba Transportation Security Clearinghouse

Todd Hauptli, President
Carter Morris, Vice President

October 24, 2018

WHEREAS, on February 12, 2014, City Council authorized a three-year service contract to process fingerprint based criminal history record checks and security threat assessments which are required by the Transportation Security Administration for all individuals who are issued an airport identification badge at Love Field with Airport Research and Development Foundation, Inc. in an amount not to exceed \$281,250.00, by Resolution No. 14-0288; and

WHEREAS, on October 29, 2015, Administrative Action No. 15-7133 authorized Supplemental Agreement No. 1 to change the contract rate from \$17.75 to \$16.00 for electronic fingerprint based criminal history record checks with Airport Research and Development Foundation, Inc.; and

WHEREAS, on November 9, 2016, Administrative Action No. 16-6988 authorized Supplemental Agreement No. 2 to extend the service contract for one year to process fingerprint based criminal history record checks and security threat assessments with Airport Research and Development Foundation, Inc. from February 11, 2017 to February 11, 2018; and

WHEREAS, on October 17, 2017, Administrative Action No. 17-7187 authorized Supplemental Agreement No. 3 to extend the service contract for eight months to process fingerprint based criminal history record checks and security threat assessments with Airport Research and Development Foundation, Inc. from February 11, 2018 to October 11, 2018.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service contract with American Association of Airport Executives dba Transportation Security Clearinghouse (262102), approved as to form by the City Attorney, to process fingerprint based criminal history record checks for all individuals who are issued airport identification badges for the Department of Aviation for a term of five years, with two one-year renewal options, in an amount not to exceed \$343,500.00. If the service was bid or proposed on an as needed, unit price basis for performance of specified tasks, payment to American Association of Airport Executives dba Transportation Security Clearinghouse shall be based only on the amount of the services directed to be performed by the City and properly performed by American Association of Airport Executives dba Transportation Security Clearinghouse under the contract.

October 24, 2018

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$343,500.00 (subject to annual appropriations) to American Association of Airport Executives dba Transportation Security Clearinghouse from Master Agreement Service Contract No. MASC-AVI-2018-00006490.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-1040

Item #: 43.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): 2

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize the purchase of one piece of surface paint and rubber removal equipment to be used by the Department of Aviation with Waterblasting Technologies, Inc. through the Sourcewell cooperative agreement - Not to exceed \$703,839.25 - Financing: Aviation Fund

BACKGROUND

This item will allow for the purchase of one piece of surface paint and rubber removal equipment to be used by the Department of Aviation. This surface paint and rubber removal equipment uses high-pressure water to remove pavement markings or rubber buildup on the airports paved surfaces, and vacuums the water, rubber, or paint into a large collection holding tank preventing any environmental hazards.

This purchase will replace equipment purchased in 2009 which is experiencing age related mechanical issues and the reliability of the machine is becoming a major factor. All surface paint and rubber removal is a regulatory control function of the Federal Aviation Association.

The Sourcewell cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Aviation Fund - \$703,839.25

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$703,839.25	CO-OP	N/A	N/A	N/A
<ul style="list-style-type: none"> • The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none"> • Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices • Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

Waterblasting Technologies, Inc.

James Crocker, President
 Mike Nardone, Chief Operating Officer
 Ed Bukowski, Chief Financial Officer

October 24, 2018

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the purchase of one piece of surface paint and rubber removal equipment to be used by the Department of Aviation is authorized with Waterblasting Technologies, Inc. (VS0000043964) through the Sourcewell cooperative agreement, in an amount not to exceed \$703,839.25.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate requisition, to issue a purchase order for one piece of surface paint and rubber removal equipment to be used by the Department of Aviation. If a formal contract is required for this purchase instead of a purchase order, the City Manager is hereby authorized to execute the contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$703,839.25 to Waterblasting Technologies, Inc. from Airport Revenue Funds, Fund 0130, Department AVI, Unit 7722, Object 4890, Purchase Order No. POAVI00000141873.

SECTION 4. That this contract is designated as Contract No. AVI-2018-00008004.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-982

Item #: 44.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a one-year master agreement for the purchase of heartworm medications for the Department of Dallas Animal Services - Butler Animal Health Supply, LLC, dba Henry Schein Animal Health in the amount of \$481,552.49 and Midwest Veterinary Supply, Inc. in the amount of \$3,903.49, lowest responsible bidders of two - Total not to exceed \$485,455.98 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will allow for the purchase of heartworm medications for the Department of Dallas Animal Services (DAS). Heartworm medications treat the 12,814 of dogs impounded each year that test positive for heartworms. Heartworm disease is a serious progressive, and potentially fatal disease that primarily infects dogs. Over one third of all dog euthanasia at DAS are heartworm positive dogs. Treatment costs by private veterinarians make adoption costs unattainable for most citizen. By treating heartworm positive dogs DAS will improve the lives and adoptability of thousands more dogs seen each year.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 408 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 12, 2018, City Council executed the casting of lots to identify the recommended vendor resulting from tie bids on line 1 for bid BC1801 for a three- year master agreement for the purchase of heartworm medications for Dallas Animal Services by Resolution No. 18-1288.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

General Fund - \$485,455.98

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$485,455.98	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BC1801. We opened them on June 1, 2018. We recommend the City Council award this master agreement to the lowest responsive and responsible bidder by line. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Butler Animal Health Supply, LLC, dba Henry Schein Animal Health	400 Metro Place North Dublin, OH 43017	Multiple Lines

October 24, 2018

WHEREAS, on September 12, 2018, City Council executed the casting of lots to identify the recommended vendor resulting from tie bids on line 1 for bid BC1801 for a three-year master agreement for the purchase of heartworm medications for Dallas Animal Services by Resolution No. 18-1288.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a master agreement with Butler Animal Health Supply, LLC, dba Henry Schein Animal Health (VS0000048821) in the amount of \$481,552.49 and Midwest Veterinary Supply, Inc. (VS0000067504) in the amount of \$3,903.49, approved as to form by the City Attorney, for the purchase of heartworm medications for the Department of Dallas Animal Services for a term of one year, in a total amount not to exceed \$485,455.98.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for heartworm medications for the Department of Dallas Animal Services. If a written contract is required or requested for any or all purchases of heartworm medications for the Department of Dallas Animal Services under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute the contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$485,455.98 to Butler Animal Health Supply, LLC, dba Henry Schein Animal Health and Midwest Veterinary Supply, Inc. from Master Agreement Contract No. DAS-2018-00007187.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-965

Item #: 45.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for the purchase of liquid dipotassium orthophosphate solution for the Water Utilities Department - Carus Corporation, lowest responsible bidder of three - Not to exceed \$7,816,398.00 - Financing: Dallas Water Utilities Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis.

This master agreement will allow for the purchase of liquid dipotassium orthophosphate solution that will be utilized by the Water Utilities Department. Dipotassium orthophosphate is a National Sanitation Foundation certified chemical used for corrosion control in potable water systems. The Water Utilities Department uses the chemical to reduce the effects of corrosion and maintenance on the water system infrastructure. The Water Utilities Department has been using this corrosion inhibitor at all three water treatment plants since 2010.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 1,865 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 22, 2015, City Council authorized a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities with Shannon Chemical Corporation by Resolution No. 15-1741.

On August 22, 2018, City Council authorized an increase to the master agreement with Shannon Chemical Corporation for dipotassium orthophosphate to be used by the Water Utilities Department by Resolution No. 18-1146.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Dallas Water Utilities Fund - \$7,816,398.00

FY 2018-19 - \$2,605,466.00

FY 2019-20 - \$2,605,466.00

FY 2020-21 - \$2,605,466.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE.%	M/WBE \$
\$7,816,398.00	Goods	18.00%	0.00%	\$0.00
<ul style="list-style-type: none"> • This contract does not meet the M/WBE goal, but complies with good faith efforts 				
Carus Corporation is a manufacturer and supplier and will ship the product themselves				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BW1810. We opened them on August 9, 2018. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Carus Corporation	315 Fifth Street Peru, IL 61354	\$7,816,398.00
Shannon Chemical Corporation	2707 Weir Street Dallas, TX 75212	\$7,854,434.00
Chemrite, Inc.	5202 Belle Wood Court Suite 104 Buford, GA 30518	\$9,090,604.00

OWNER**Carus Coporation**

David J. Kuzy, President
Gerald B. Curran, Vice President

October 24, 2018

WHEREAS, on September 22, 2015, City Council authorized a three-year master agreement for dipotassium orthophosphate to be used by Water Utilities with Shannon Chemical Corporation, in an amount not to exceed \$6,034,624.06, by Resolution No. 15-1741; and

WHEREAS, on August 22, 2018, City Council authorized an increase to the master agreement with Shannon Chemical Corporation for dipotassium orthophosphate to be used by the Water Utilities Department, in an amount not to exceed \$656,000.00, from \$6,034,624.06 to \$6,690,624.06, by Resolution No. 18-1146.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a master agreement with Carus Corporation (VS0000052233), approved as to form by the City Attorney, for the purchase of liquid dipotassium orthophosphate solution for the Water Utilities Department for a term of three years, in an amount not to exceed \$7,816,398.00.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for liquid dipotassium orthophosphate solution for the Water Utilities Department. If a written contract is required or requested for any or all purchases of liquid dipotassium orthophosphate solution for the Water Utilities Department under the master agreement instead of individual purchase orders, the City Manager is authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$7,816,398.00 to Carus Corporation from Master Agreement Contract No. DWU-2018-00007995.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-907

Item #: 46.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance, support, and implementation services for the Department of Communication and Information Services with SHI Government Solutions, Inc. in an estimated amount of \$5,533,013.50, Mobile Wireless, LLC in an estimated amount of \$409,750.00, and Carahsoft Technology Corporation in an estimated amount of \$210,000.00 through the State of Texas Department of Information Resources cooperative agreement - Estimated amount of \$6,152,763.50 - Financing: Data Services Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will allow for continuous purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance, support and implementation services to be used on or accessed by City workstations, mobile devices and servers.

This master agreement allows the City to acquire vendor implementation services, proving efficiencies in implementing new software solutions. These services include but may not be limited to the configuration of the software, development of interfaces, professional services related to the deployment of the software solution and end user training.

Examples of software and service purchased via this agreement:

- Specialized products such as NetMotion which is used in mobile field computers and tablets to

improve wireless connectivity

- Tableau software to assist departments with data analytics efforts
- Cloud data storage software subscriptions
- Specialized software products such as AutoCAD which are used in engineering operations to perform electronic designs for facility projects

The State of Texas Department of Information Resources cooperative agreement is authorized by Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On November 12, 2014, City Council authorized an increase to the master agreement with SHI Government Solutions, Inc., through the Department of Information Resources, State of Texas Cooperative contract, for computer software, network management products, and design and presentation software by Resolution No. 14-1883.

On February 25, 2015, City Council authorized a five-year master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance support and implementation services with SHI Government Solutions, Inc., Mobile Wireless, LLC, and Carahsoft Technology Corporation by Resolution No. 15-0340.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Data Services Fund - \$6,152,763.50 (Estimated amount)

- FY 2018-19 \$1,230,552.70
- FY 2019-20 \$1,230,552.70
- FY 2020-21 \$1,230,552.70
- FY 2021-22 \$1,230,552.70
- FY 2022-23 \$1,230,552.70

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$6,152,763.50	CO-OP	N/A	N/A	N/A

- The Business Inclusion and Development Plan does not apply to Cooperative Purchasing Agreements (CO-OPs).

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none">• Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices• Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNERS

SHI Government Solutions, Inc.

Thai Lee, President
Al Fitzgerald, Vice President of Enterprise Sales

Mobile Wireless, LLC

Alan McClintock, President

Carahsoft Technology Corporation

Craig P. Abod, President
Robert Moore, Vice President

October 24, 2018

WHEREAS, on November 12, 2014, City Council authorized an increase to the master agreement with SHI Government Solutions, Inc., through the Department of Information Resources, State of Texas Cooperative contract, for computer software, network management products, and design and presentation software, in an amount not to exceed \$600,000.00, from \$2,400,000.00 to \$3,000,000.00, by Resolution No. 14-1883; and

WHEREAS, on February 25, 2015, City Council authorized a five-year master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance support and implementation services with SHI Government Solutions, Inc. in the amount of \$4,800,155.00, Mobile Wireless, LLC in the amount of \$231,250.00, and Carahsoft Technology Corporation in the amount of \$160,000.00, through the Department of Information Resources, State of Texas Cooperative contract, in a total amount not to exceed \$5,191,405.00, by Resolution No. 15-0340.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That a master agreement for the purchase of various software including perpetual, fixed term, subscription and software as a service, software maintenance, support, and implementation services is authorized with SHI Government Solutions, Inc. (502145) in the estimated amount of \$5,533,013.50, Mobile Wireless, LLC (VS87448) in the estimated amount of \$409,750.00, and Carahsoft Technology Corporation (VS0000009713) in the estimated amount of \$210,000.00, in a total estimated amount of \$6,152,763.50, through the State of Texas Department of Information Resources cooperative agreement for a term of five years. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for various software including perpetual, fixed term, subscription and software as a service, software maintenance, support, and implementation services. If a written contract is required or requested for any or all purchases of various software including perpetual, fixed term, subscription and software as a service, software maintenance, support, and implementation services under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute the contract, approved as to form by the City Attorney.

October 24, 2018

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$6,152,763.50, but not more than the amount of budgetary appropriations for this master agreement during its term to SHI Government Solutions, Inc., Mobile Wireless, LLC, and Carahsoft Technology Corporation from Master Agreement No. DSV-2018-00007902.

SECTION 4. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-969

Item #: 47.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): All

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a five-year master agreement for the purchase of Cisco communications equipment and SmartNet maintenance for the Department of Communication and Information Services with Presidio Networked Solutions Group, LLC through the State of Texas Department of Information Resources cooperative agreement - Estimated amount of \$12,714,309.90 - Financing: Municipal Lease Agreement Funds

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This five-year master agreement will allow for the purchase of Cisco communication equipment and SmartNet maintenance. The City's communication network currently utilizes Cisco equipment and SmartNet maintenance, this agreement will make available the necessary equipment and software to replace end-of-life equipment, to enhance the current network, and provide communication equipment for new facilities. Typical purchases from this master agreement include desk phones, routers, switches, servers, software, and software licenses.

Competitive bids for Cisco communication equipment and SmartNet maintenance were issued on June 14, 2018 and opened on July 13, 2018. Bid pricing received from five bidders were then compared to governmental cooperative purchasing agreements, and was found that pricing received from Presidio was more advantageous through The Department of Information Resources (DIR) cooperative agreement. Therefore, the Office of Procurement Services determined that DIR provided the most advantageous agreement for Cisco communication equipment and SmartNet maintenance.

The State of Texas Department of Information Resources cooperative agreement is authorized by

Chapter 791 of the Texas Government Code and Subchapter F, Chapter 271, Texas Local Government Code. Section 271.102 of the Texas Local Government Code authorizes a local government to participate in a Cooperative Purchasing Program with another local government or a local cooperative organization.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On October 23, 2013, City Council authorized a five-year master agreement for Cisco communication equipment and SmartNet maintenance with AT&T, through the State of Texas Department of Information Resources contract by Resolution No. 13-1821.

The Government Performance & Financial Management Committee will receive this item for consideration on October 15, 2018.

FISCAL INFORMATION

Municipal Lease Agreement Funds - \$12,714,309.90 (Estimated amount)

FY 2018-19 \$3,886,427.00

FY 2019-20 \$4,824,545.00

FY 2020-21 \$1,254,545.00

FY 2021-22 \$1,374,396.45

FY 2022-23 \$1,374,396.45

FY 2018-19 and FY 2019-20 estimated costs are reflected in the biennial budget. Future year cost estimates are subject to appropriations.

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE%	M/WBE \$
\$12,714,309.90	COOP	N/A	N/A	N/A
<ul style="list-style-type: none"> The Business Inclusion and Development Plan does not apply to Cooperative Purchas Agreements (COOPs). 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Cooperative Purchasing	<ul style="list-style-type: none">• Cooperative Purchasing Agreements enable the City to associate with State agencies, other local governments, or local cooperative organizations comprised of other state and local governments, to leverage market buying power and enable the City to purchase goods or services at lower prices• Cooperative Purchasing is an alternative method of meeting the requirements for competitive bidding or competitive sealed proposals, not an exception from that requirement
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OWNER

Presidio Networked Solutions Group, LLC

Rudy Cassasola, President
Stacy Hutchings, Vice-President

October 24, 2018

WHEREAS, on October 23, 2013, City Council authorized a five-year master agreement for Cisco communication equipment and SmartNet maintenance with AT&T, through the State of Texas Department of Information Resources contract, in an amount not to exceed \$10,996,875.00, by Resolution No. 13-1821.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a master agreement with Presidio Networked Solutions Group, LLC (VC19333) through the State of Texas Department of Information Resources cooperative agreement, approved as to form by the City Attorney, for the purchase of Cisco communications equipment and SmartNet maintenance for the Department of Communication and Information Services for a term of five years, in an estimated amount \$12,714,309.90. The amount payable pursuant to this master agreement may exceed the estimated amount, but may not exceed the amount of budgetary appropriations for this master agreement during its term.

SECTION 2. That the Purchasing Agent is authorized, upon appropriate request and documented need by a user department, to issue a purchase order for Cisco communications equipment and SmartNet maintenance for the Department of Communication and Information Services. If a written contract is required or requested for any or all purchases of Cisco communications equipment and SmartNet maintenance for the Department of Communication and Information Services under the master agreement instead of individual purchase orders, the City Manager is hereby authorized to execute a contract, approved as to form by the City Attorney.

SECTION 3. That in order to reimburse and finance the lease/purchase acquisition of the equipment described herein over a period not to exceed the estimated useful life (10 years) thereof, any Authorized Officer of the City designated in the Master Equipment Lease/Purchase Agreement (the "Master Lease") between Banc of America Public Capital Corp and the City is hereby authorized and directed to execute, acknowledge and deliver a Schedule A (as defined in the Master Lease) pertaining to such equipment including all attachments, financing statements and schedules thereto, in substantially the form attached to the Master Lease, with such changes as the signing officer shall determine to be advisable. Each Authorized Officer of the City is also authorized to execute, acknowledge and deliver any other agreement, instrument, certificate, representation and document, and to take any other action as may be advisable, convenient or necessary to enter into such Schedule A. The financing terms for such equipment, to be determined pursuant to the provisions of the Master Lease and reflected in such Schedule A, and the granting of a security interest in the financed equipment pursuant to the Master Lease, are hereby approved.

October 24, 2018

SECTION 4. That the Chief Financial Officer is hereby authorized to disburse funds in an estimated amount of at least \$12,714,309.90, but not more than the amount of budgetary appropriations for this master agreement during its term to Presidio Networked Solutions Group, LLC from Master Agreement Contract No. DSV-2018-00007825.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-992

Item #: 58.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): N/A

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Execute the casting of lots to identify the recommended vendor resulting from tie bid on group 5 for bid BI1818 for a three-year master agreement for the purchase of electrical supplies - Crawford Electrical Supply Co. and Graybar Electric Company, Inc. - Financing: No cost consideration to the City

BACKGROUND

This action is not intended to make an award, but to execute the casting of lots to identify a vendor for each of the groups and lines for which the City has received identical bids. This process is being executed in accordance with Texas Local Government Code, Section 271.901. This section of the Texas local Government Code states, in part:

- The municipality must select identical bids by the casting of lots
- The casting of lots must be in the presence of the governing body of the municipality
- If one of the bidders submitting an identical bid is a resident of the municipality, the municipality must select that bidder

This particular solicitation resulted in identical bids from vendors located outside the city limits.

Once the vendor(s) are selected for each group by a casting of lots, a recommendation will be presented to Council for award on November 14, 2018.

FISCAL INFORMATION

No cost consideration to the City.

PROCUREMENT INFORMATION

The Office of Procurement Services received the following bids from solicitation number BI1818. We

opened them on September 7, 2018.

<u>Bidders</u>	<u>Address</u>	<u>Tie Bid Group</u>
Crawford Electric Supply Co.	2928 Irving Blvd. Dallas, TX 75247	Group 5
Graybar Electric Company, Inc.	34 N. Meramec Ave. St. Louis, MO 63105	Group 5

OWNERS

Crawford Electric Supply Co.

Tim Horny, President
Kelly Johns, Vice President
Gigi Pace, Secretary
John Honigfort, Treasurer

Graybar Electric Company, Inc.

Kathleen Mazarella, President
Scott Clifford, Senior Vice President
Matthew Geeke, Senior Vice President
John Reed, Vice President



Agenda Information Sheet

File #: 18-911

Item #: 59.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): 7

DEPARTMENT: Office of Procurement Services

EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize **(1)** a twenty-year management contract, with two five-year extension options, for the management and operation of Fair Park for the Park and Recreation Department - Fair Park First, most advantageous proposer of three - initial ten years shall not exceed \$34,598,909.00; years 11 - 20 will be negotiated between the parties during the 10th year based on a newly projected operating budget for years 11 - 20; if unable to agree, the 11th year will be calculated on the average of the last 3 years, and years 12 - 20 will be the Annual Appropriation for year 11 adjusted by Consumer Price Index; **(2)** provide the Manager \$500,000.00 to be used for initial funding of an operational reserve to be maintained in a separate account for operational reserves for the term of agreement; **(3)** provide the Manager an additional \$2,000,000.00 to be used for a transition reserve in the event the Manager is unable to meet its fundraising targets during the first three years of the contract, City of Dallas fiscal years 2019, 2020, and 2021; and **(4)** provide for the repayment of the unamortized portion of the Spectra Investment of \$1,000,000.00 for transition costs if the contract is terminated prior to the end of the initial term - Not to exceed \$38,098,909.00 - Financing: Park and Recreation Department General Fund (subject to annual appropriations)

BACKGROUND

This management contract, for the management and operation of Fair Park, will allow a non-profit organization to assume the operational responsibility for Fair Park. Fair Park is a 277-acre signature, historic, and architecturally significant multi-venue park and entertainment complex owned and operated by the City.

Fair Park is a designated City park and as such, by State law is limited to use solely for park and recreational purposes, including: serving as the location of recreational facilities and activities, cultural institutions and programs, the State Fair of Texas, sporting events, entertainment, and educational programs with a cultural or recreational component; and providing other support facilities and activities, concessions, and parking.

- On September 3, 2014, the Mayor's Fair Park Task Force presented its final report to a joint

meeting of the Dallas City Council and the Park and Recreation Board. One of the Task Force’s key recommendations was to empower a new organization as the operational and marketing authority for Fair Park, with the City providing sufficient operational and capital funding, as needed. It was envisaged that the agreement in general employed at the Dallas Zoo, which is owned by the City and managed by the Dallas Zoological Society, a Texas non-profit corporation, would serve as a model for Fair Park.

- On May 7, 2015, the Park and Recreation Board passed a Resolution supporting the Mayor’s Fair Park Task Force Key Recommendations with proposed modifications, including the requirement for a 501(c)(3) entity to implement a public-private partnership, with a diverse board including at least one member representing the surrounding Fair Park community and one member with historic preservation expertise.
- On October 28, 2016, the City initiated a two-step process to solicit a management organization for Fair Park. Phase 1 entailed a Request for Qualifications (RFQ), to which responses were received on December 30, 2016. Phase 2 of the solicitation process was a Request For Competitive Sealed Proposal from the qualified proposers, which resulted in this commended contract.

This contract encompasses many of the attributes and requirements set forth by the Mayor’s Task Force report and the Park and Recreation Park Board’s resolution. Fair Park First, the Manager, is a 501(c)(3) entity, and has retained Spectra Venue Management to be responsible for all day-to-day operations and to support Fair Park as a public park, maintaining and managing the grounds and facilities of Fair Park as a vibrant, year-round location for events, daily activities, cultural enrichment, historic architecture, and a place for quiet enjoyment. Spectra Venue Management will subcontract with Biederman Redevelopment Ventures for the purpose of updating the Master Plan and developing and implementing a plan for a public neighborhood park within Fair Park.

The City requested a 10-year pro forma from proposers; years 11-20 will be negotiated between the parties during the 10th year based on a newly projected Operating Budget for years 11 - 20. If unable to agree, the 11th year will be calculated on the average of the last 3 years, and years 12 - 20 will be the Annual Appropriation for year 11 adjusted by CPI. The amount for years 11 - 20 will be approved by City Council. Fair Park First will provide a performance bond to the City in the amount of \$4.25 million.

A 10 member committee from the following departments reviewed and evaluated the qualifications:

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

- Department of Public Works (1)
- Department of Equipment & Building Services (1)
- Department of Sustainable Development & Construction (1)
- Housing & Neighborhood Revitalization (1)
- Office of Cultural Affairs (1)
- Department of Planning & Urban Design (1)
- Office of Economic Development (1)

- Park & Recreation Department (1)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following:

- Financials 32.5 points
- Qualifications and experience 17.5 points
- Project approach 30.0 points
- Business Inclusion and Development Plan 20.0 points

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 2,590 email bid notifications to vendors registered under respective commodities and 14 nationally recognized organizations. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity sent notifications to 25 chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.94, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Park and Recreation Board was briefed regarding this matter on August 2, 2018.

The Park and Recreation Board held a public input meeting regarding this matter on August 9, 2018.

The Park and Recreation Board was briefed regarding this matter on August 16, 2018.

The Park and Recreation Board approved this item on September 6, 2018.

City Council was briefed regarding this matter on September 18, 2018.

FISCAL INFORMATION

Park and Recreation Department General Fund - \$38,098,909.00 (subject to annual appropriations)

- FY 2018-19 - \$3,500,000.00 (Reserves)
- FY 2018-19 - \$4,489,333.00
- FY 2019-20 - \$3,982,397.00
- FY 2020-21 - \$3,450,871.00
- FY 2021-22 - \$3,427,078.00
- FY 2022-23 - \$3,390,526.00
- FY 2023-24 - \$3,339,902.00
- FY 2024-25 - \$3,273,770.00

FY 2025-26 - \$3,190,561.00
 FY 2026-27 - \$3,088,563.00
 FY 2027-28 - \$2,965,908.00

M/WBE INFORMATION

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$34,598,909.00	Other Services	23.80%	27.25%	\$9,428,202.70
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Request for Qualifications	<ul style="list-style-type: none"> Utilized to define a project scope which is used to notify vendors of the City's intent to contract and to request a written response of their interest.
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Request for Competitive Sealed Proposal	<ul style="list-style-type: none"> Utilized for high technology procurements, insurance procurements, and other goods and services Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications Always involves a team evaluation Allows for negotiation on contract terms, including price
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The Office of Procurement Services received the following proposals from solicitation number BBZ1701. We opened them on December 30, 2016. We recommend the City Council award this management contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>	<u>Amount</u>
*Fair Park First	2728 N. Harwood St. Suite 500 Dallas, TX 75201	87.54	\$ 34,598,909.00
Fair Park Texas Foundation	1900 N. Akard Dallas, TX 75201	78.34	\$182,951,000.00

Fair Park Conservancy	2151 Fort Worth Ave. Dallas, TX 75211	65.16	\$191,640,000.00
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OWNER**Fair Park First**

Darren L. James, President
Norman Alston, Secretary

October 24, 2018

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a management contract with Fair Park First (VC19221), approved as to form by the City Attorney, for the management and operation of Fair Park for the Park and Recreation Department for a term of twenty years, with two five-year extension options, in an amount not to exceed \$34,598,909.00 for the initial ten years.

SECTION 2. That the City Manager is hereby authorized to negotiate the management fees for years 11 - 20 during the 10th year based on a newly projected Operating Budget for years 11 - 20. If unable to agree, the 11th year will be calculated on the average of last 3 years, and years 12 - 20 will be the Annual Appropriation for year 11 adjusted by CPI. The amount for years 11 - 20 shall be approved by City Council.

SECTION 3. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$34,598,909.00 for the initial ten year term (subject to annual appropriations) to Fair Park First from Management Contract No. PKR-2018-00007522.

SECTION 4. That the Chief Financial Officer is hereby authorized to transfer funds in an amount not to exceed \$3,500,000.00 from General Fund 0001, Department PKR, Unit 5206, Object Code 3072 to Fair Park First Reserve Fund, Fund 0444, Department BMS, Unit 1880, Object Code 3099.

SECTION 5. That the City Manager is hereby authorized to establish appropriations in an amount not to exceed \$500,000.00 in Fair Park First Reserve Fund, Fund 0444, Department BMS, Unit 1880, Object Code 3099 to be used for initial funding of an operational reserve to be maintained in a separate account for operational reserves for the term of contract, and that the Chief Financial Officer is hereby authorized to disburse funds to Fair Park First from Fair Park First Reserve Fund, Fund 0444.

SECTION 6. That the City Manager is hereby authorized to increase appropriations in an amount not to exceed \$2,000,000.00 (in Fair Park First Reserve Fund, Fund 0444, Department BMS, Unit 1880, Object Code 3099 and that the Chief Financial Officer is hereby authorized to disburse funds to Fair Park First from Fair Park First Reserve Fund, Fund 0444 in the event the Manager is unable to meet its fundraising targets during the first three years of the agreement, City of Dallas fiscal years 2019, 2020, and 2021.

October 24, 2018

SECTION 7. That the City Manager is hereby authorized to increase appropriations in an amount not to exceed \$1,000,000.00 in Fair Park First Reserve Fund, Fund 0444, Department BMS, Unit 1880, Object Code 3099 for the repayment of the unamortized portion of the Spectra Investment if the management contract is terminated, except for manager default, prior to the end of the initial term of the contract, and that the Chief Financial Officer is hereby authorized to disburse funds to Fair Park First from Fair Park First Reserve Fund, Fund 0444.

SECTION 8. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



Agenda Information Sheet

File #: 18-1109

Item #: 60.

STRATEGIC PRIORITY: Government Performance and Financial Management

AGENDA DATE: October 24, 2018

COUNCIL DISTRICT(S): 7

DEPARTMENT: Mayor and City Council Office

EXECUTIVE: T.C. Broadnax

SUBJECT

A resolution directing the City Manager to, in collaboration with Fair Park First, negotiate any necessary amendments or options to the existing Fair Park resident institutions, State Fair of Texas, and Texas Department of Transportation contracts, including extending the length of the terms to coincide with the Fair Park First contract and making any other improvements to other provisions of said contracts - Financing: This action has no cost consideration to the City

BACKGROUND

The City Council has approved a management contract with Fair Park First for the management and operation of Fair Park that will allow a non-profit organization to assume the operational responsibility for Fair Park. Fair Park is a 277-acre signature, historic and architecturally significant multi-venue park and entertainment complex owned and operated by the City. Fair Park is a designated City park and as such, by State law is limited to use solely for park and recreational purposes, including: serving as the location of recreational facilities and activities, cultural institutions and programs, the State Fair of Texas, sporting events, entertainment, and educational programs with a cultural or recreational component; and providing other support facilities and activities, concessions, and parking.

Fair Park First and the City desire to ensure the continued productivity and enhancement of the Fair Park resident institutions and the State Fair of Texas, and Fair Park First has expressed support for working with the resident institutions, State Fair of Texas, Texas Department of Transportation ("TxDOT"), and the City to extend the length of those contracts to ensure that the many successful activities underway at Fair Park continue.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Park and Recreation Board was briefed regarding the management contract on August 2, 2018.

The Park and Recreation Board held a public input meeting regarding the management contract on

August 9, 2018.

The Park and Recreation Board reviewed the contract and obtained a status of the management contract on August 16, 2018.

The Park and Recreation Board recommended approving the management agreement on September 6, 2018, with a resolution recommending that the City Council authorize the city manager to extend the current Fair Park tenants' contracts to coincide with the non-profit manager's initial term to ensure that long-term success can be the focus of all Far Park entities' missions.

City Council was briefed regarding the management agreement on September 18, 2018.

FISCAL INFORMATION

This action has no cost consideration to the City.

October 24, 2018

WHEREAS, Fair Park is home to numerous resident institutions such as Dallas Summer Musicals, the Museum of African American Life and Culture, Texas Discovery Gardens, and the Children's Aquarium that are a vital part of the cultural and historic fabric of Fair Park and the City; and

WHEREAS, the State Fair of Texas was established in 1886, hosts one of the country's largest and longest-running fairs in the nation, celebrating all things Texan by promoting agriculture, education, and community involvement through quality entertainment in a family-friendly environment, and serves as an anchor tenant in Fair Park; and

WHEREAS, the City Council has approved a contract with Fair Park First for the private management and operation of Fair Park, and it is the will of the City Council and the Park and Recreation Board that the terms of certain contracts be extended to coincide with the term of the Fair Park First contract; and

WHEREAS, the City's contracts with the resident institutions are assignable and will be assigned upon execution of Fair Park First Management Agreement; and

WHEREAS, the contracts with the State Fair of Texas and Texas Department of Transportation ("TxDOT") are assignable only if consent is given; and

WHEREAS, Fair Park First and the City desire to ensure the continued productivity and enhancement of the Fair Park resident institutions and the State Fair of Texas, and Fair Park First has expressed support for working with the resident institutions, State Fair of Texas, TxDOT, and the City to ensure that the many successful activities underway at Fair Park continue.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. The City Manager is directed to, in collaboration with Fair Park First, negotiate any necessary amendments or options to the existing Fair Park resident institutions, State Fair of Texas, and TxDOT contracts, including extending the length of the terms to coincide with the Fair Park First contract and making any other improvements to other provisions of said contracts.

SECTION 2. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

Memorandum



CITY OF DALLAS

DATE October 12, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **Dallas Police and Fire Pension Annual Report**

On October 15, 2018, Kelly Gottschalk, Executive Director of the Dallas Police and Fire Pension, will brief the Government Performance & Financial Management Committee on the Dallas Police and Fire Pension Annual Report. I have attached the briefing materials for your review.

Please let me know if you have any questions.

M. Elizabeth Reich

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Carol A. Smith, City Auditor (Interim)
Billieae Johnson, City Secretary
Judge Preston Robinson, Administrative Judge

Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Majed A. Al-Ghafry, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
Directors and Assistant Directors

Dallas Police and Fire Pension Annual Report

2017 Financial Review

City of Dallas: Government Performance
and Financial Management Committee

October 15, 2018



Audit and Annual Report Status

- Board is scheduled to review and approve the draft audit and draft Comprehensive Annual Financial Report (CAFR) at the October 10th Board meeting.
- Reporting was delayed due to the delay in the reporting from two private asset managers. These assets represent approximately 9% of the total portfolio.
- Once the audit and CAFR are finalized the City will be provided a copy and the CAFR will be posted on the DPFP website.
- The actuarial valuations and GASB reporting are complete.

Membership Data

	Years Ended December 31,		
	2017	2016	Change
Active Members			
Number	4,952	5,104	-152 members
Average Age	40.6	41.4	-0.8 years
Average Service	13.4	14.3	-0.9 years
Average Computation Pay	\$69,878	\$70,026	-0.2%
Number in DROP	626	1,102	-476 members
Total DROP Accounts	\$241.4M	\$356.4M	-\$115.0M
Retirees and Beneficiaries			
Number ¹	4,748	4,456	+292 members
Average Monthly Payment ²	\$4,171	\$4,102	+1.7%
Terminated Vested Members			
Number	226	215	+11 members

¹Includes beneficiaries with DROP accounts only

²Includes benefit supplement

Fiduciary Net Position

A summary of the Combining Statements of Fiduciary Net Position of the Plans is as follows (in thousands):

DECEMBER 31:	2017	2016	2015
Assets			
Investments, at fair value	\$ 1,990,602	\$ 1,960,057	\$ 2,827,859
Invested securities lending collateral	12,153	21,671	94,246
Receivables	34,629	29,378	58,568
Cash and cash equivalents	118,587	326,785	77,072
Prepaid expenses	436	460	202
Capital assets, net	12,715	12,041	12,192
Total assets	2,169,122	2,350,392	3,070,139
Liabilities			
Notes payable	-	130,000	235,315
Securities purchased	31,411	24,353	37,341
Securities lending obligations	12,153	21,671	94,246
Accounts payable and accrued liabilities	4,407	6,036	3,656
Total liabilities	47,971	182,060	370,558
Net position held in trust - restricted for pension benefits	\$ 2,121,151	\$ 2,168,332	\$ 2,699,581

Fiduciary Net Position

A summary of the Combining Statements of Changes in Fiduciary Net Position of the Plans is as follows (in thousands):

YEARS ENDED DECEMBER 31:	2017	2016	2015
Additions / (Reductions)			
Contributions			
City	\$ 128,395	\$ 122,409	\$ 117,328
Members	33,044	25,553	25,720
Total contributions	161,439	147,962	143,048
Net income (loss) from investing activities	97,456	165,327	(237,572)
Net income from securities lending activities	101	402	544
Other income	2,094	204	132
Total additions (reductions)	261,090	313,895	(93,848)
Deductions			
Benefits paid to members	295,245	827,649	285,857
Refunds to members	3,578	3,354	1,786
Interest expense	1,290	4,569	6,049
Professional and administrative expenses	8,158	9,571	8,479
Total deductions	308,271	845,143	302,171
Net decrease in net position	(47,181)	(531,249)	(396,019)
Net position held in trust - restricted for pension benefits			
Beginning of period	2,168,332	2,699,581	3,095,600
End of period	\$ 2,121,151	2,168,332	\$ 2,699,581

Pension Liability

The net pension liability is measured as the total pension liability, less the amount of the plan's fiduciary net position. The components of the net pension liability at December 31, 2017 and 2016 are as follows (in thousands):

Combined Pension Plan

	2017	2016
Total pension liability	\$ 4,497,347	\$ 8,450,281
Less: Plan fiduciary net position	(2,103,345)	(2,150,662)
Net pension liability	\$ 2,394,002	\$ 6,299,619

Plan fiduciary net position as a percentage of the total pension liability at December 31, 2017 and 2016 is 46.8% and 25.4%, respectively.

Supplemental Plan

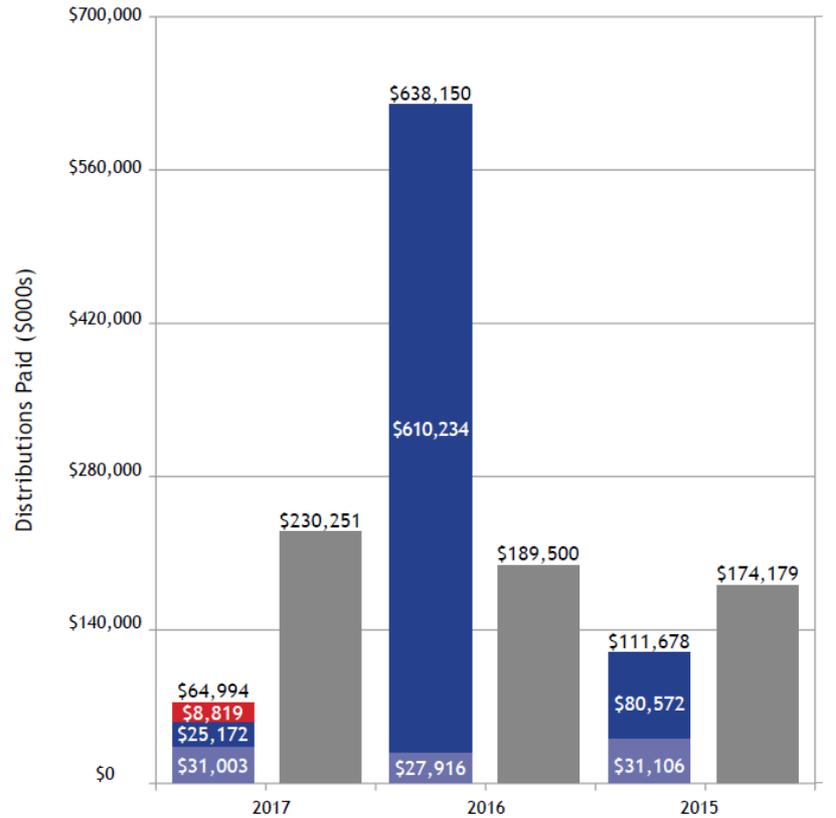
	2017	2016
Total pension liability	\$ 33,670	\$ 40,647
Less: Plan fiduciary net position	(17,805)	(17,670)
Net pension liability	\$ 15,865	\$ 22,977

Plan fiduciary net position as a percentage of the total pension liability at December 31, 2017 and 2016 is 52.9% and 43.5%, respectively.

Distributions Paid to Members

Distributions Paid To Members

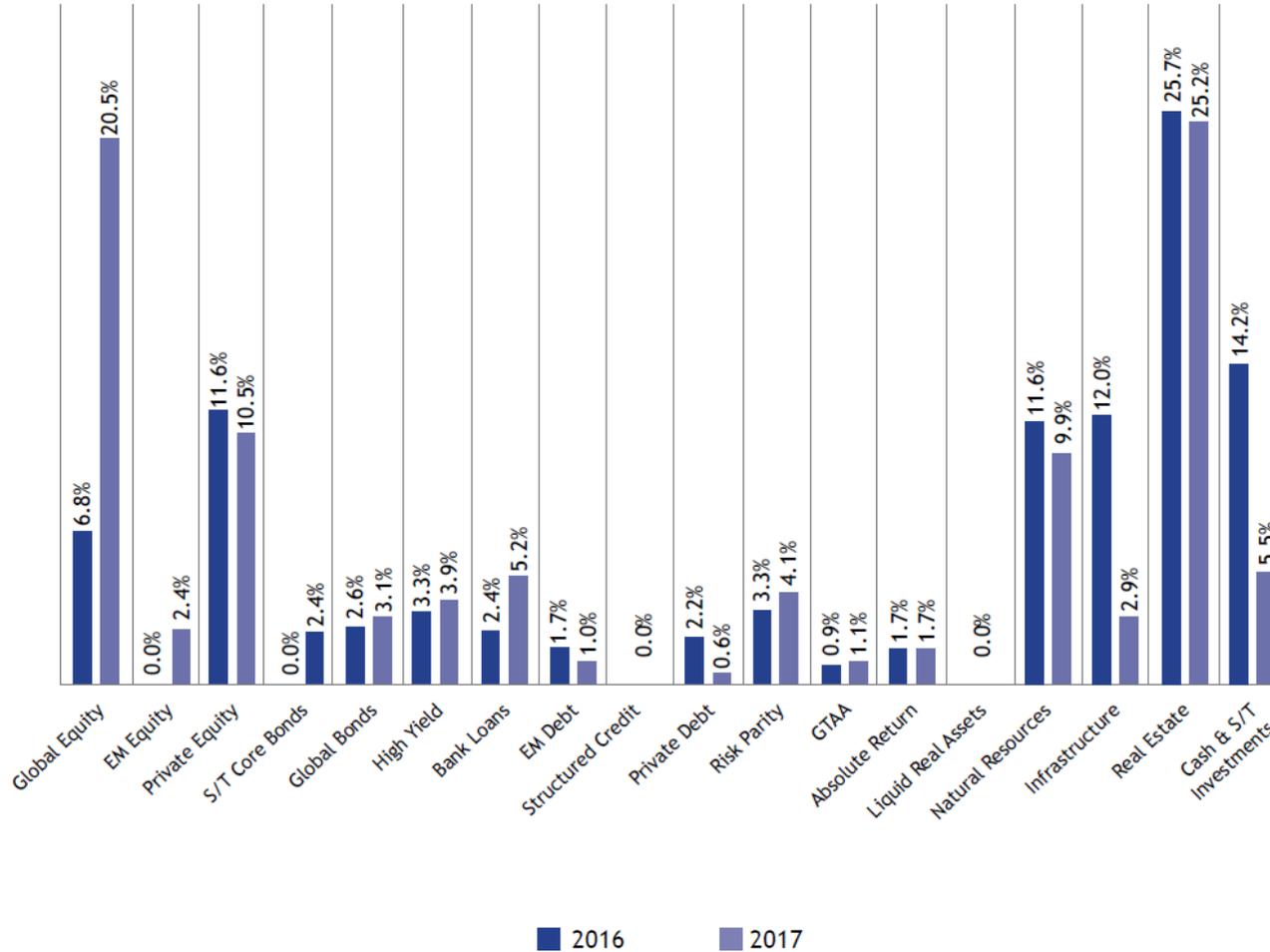
Twelve Months Ended December 31



■ Monthly DROIP Installment Payments ■ DROIP Lump Sum Payments
■ DROIP Annuity Payments ■ Monthly Benefit Payments

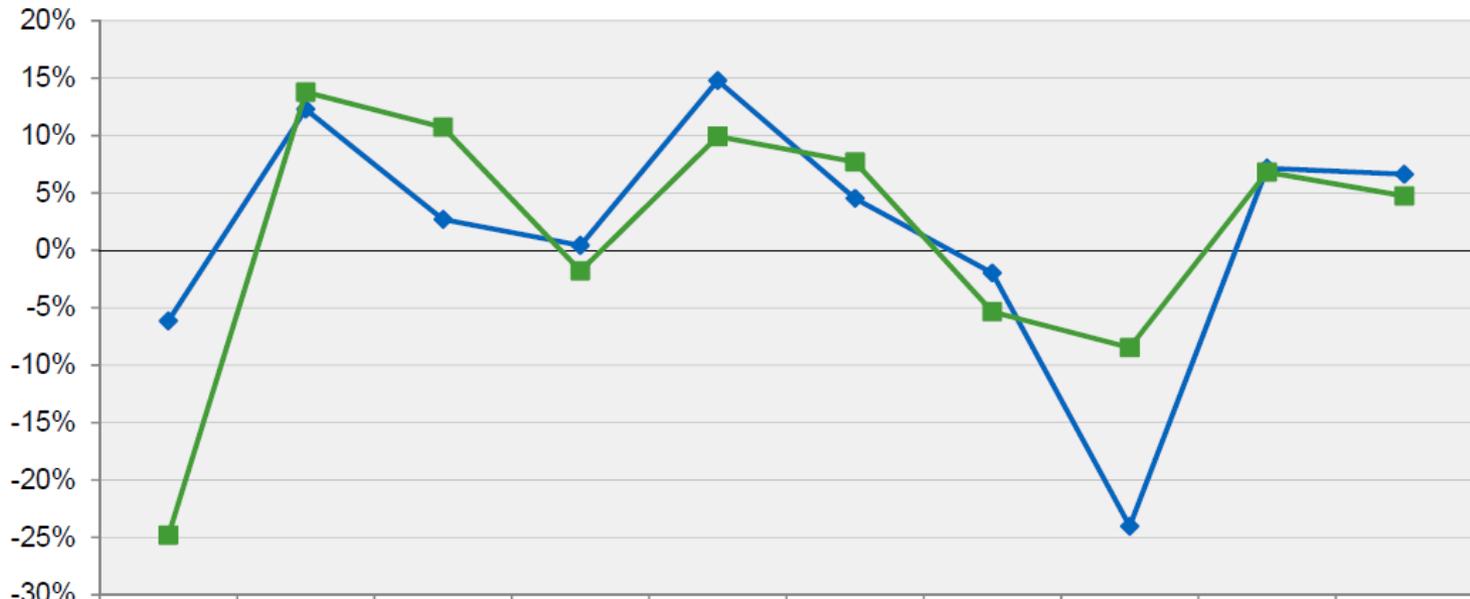
Asset Allocation by Asset Class

Asset Allocation by Asset Class



Asset Returns

ASSET RETURNS

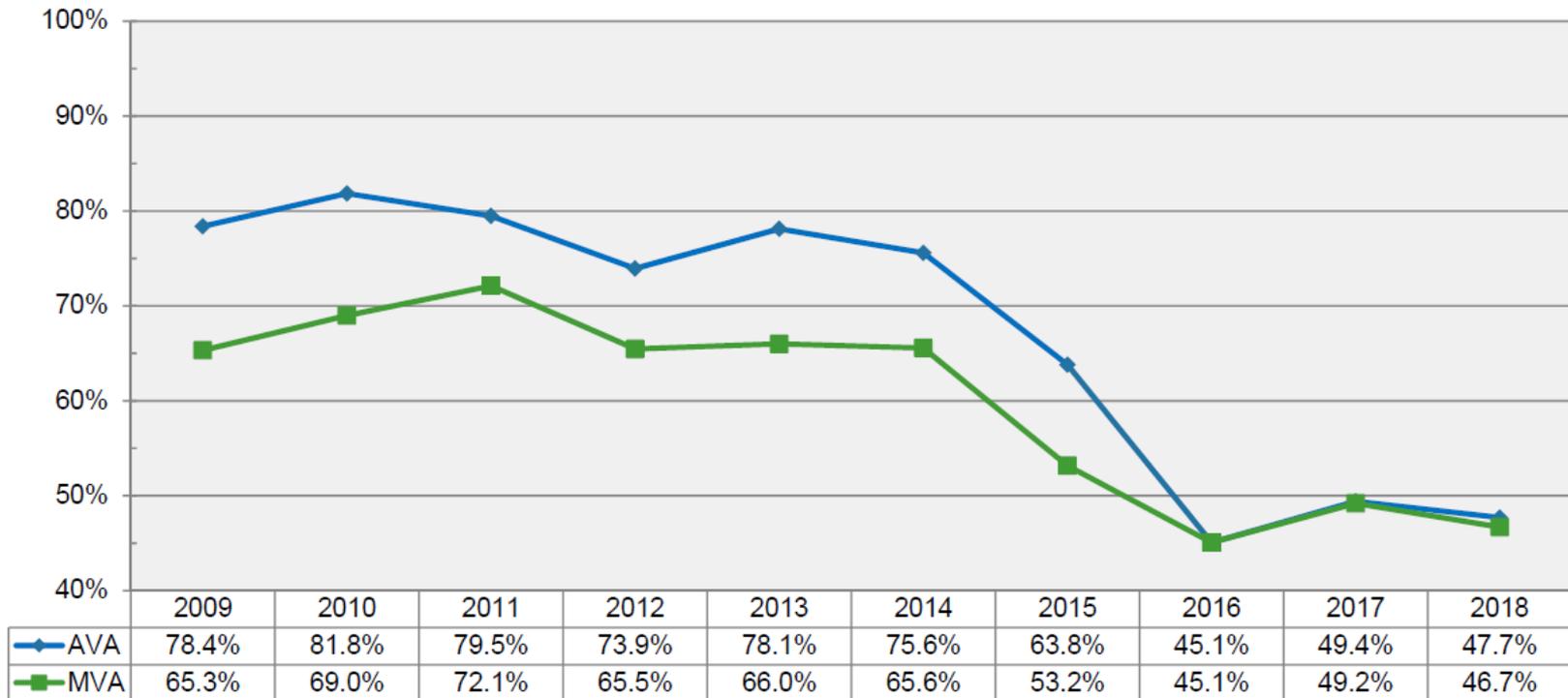


	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
◆ Actuarial Value	-6.14%	12.29%	2.69%	0.43%	14.79%	4.52%	-1.98%	-24.03%	7.16%	6.63%
■ Market Value	-24.80%	13.78%	10.72%	-1.78%	9.92%	7.70%	-5.35%	-8.47%	6.82%	4.74%

Source: Segal's Annual Valuation Summary as of January 1, 2018

Funded Percentage

FUNDED PERCENTAGE AS OF JANUARY 1



January 1, 2018 Projected Funded Period 45 years, 2063

Source: Segal's Annual Valuation Summary as of January 1, 2018

Pension Liability – GASB No. 67

	Year Ended December 31, 2017	Year Ended December 31, 2016
Total Pension Liability	\$4.50 billion	\$8.45 billion
Plan Fiduciary Net Position	\$2.10 billion	\$2.15 billion
City's Net Pension Liability	\$2.40 billion	\$6.30 billion
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	46.77%	25.45%

Source: Segal's Annual Valuation Summary as of January 1, 2018

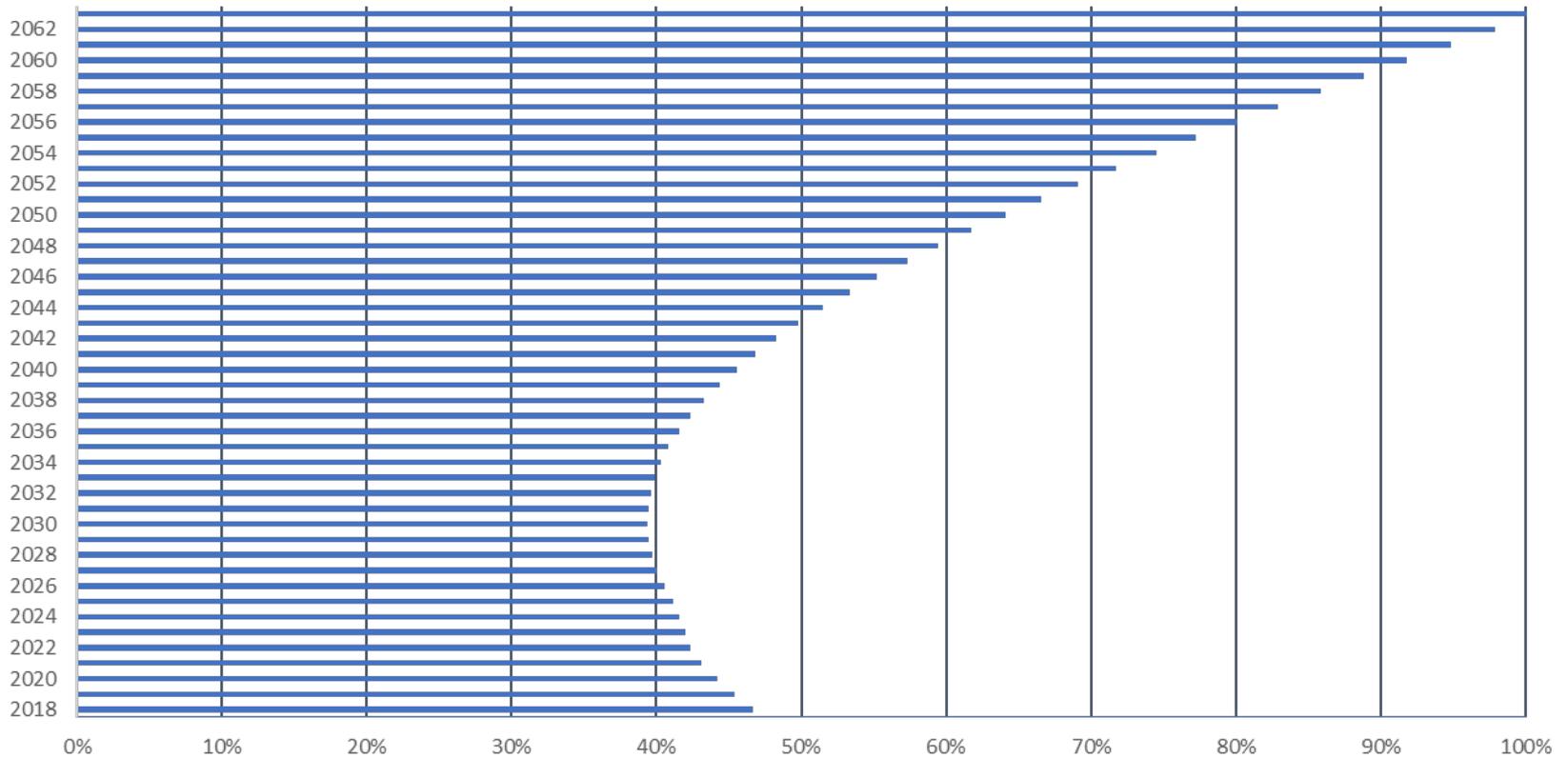
Importance of City Hiring Plan Payroll Estimates

Taken directly from Segal's Annual Valuation Summary as of January 1, 2018 Presentation to the Board:

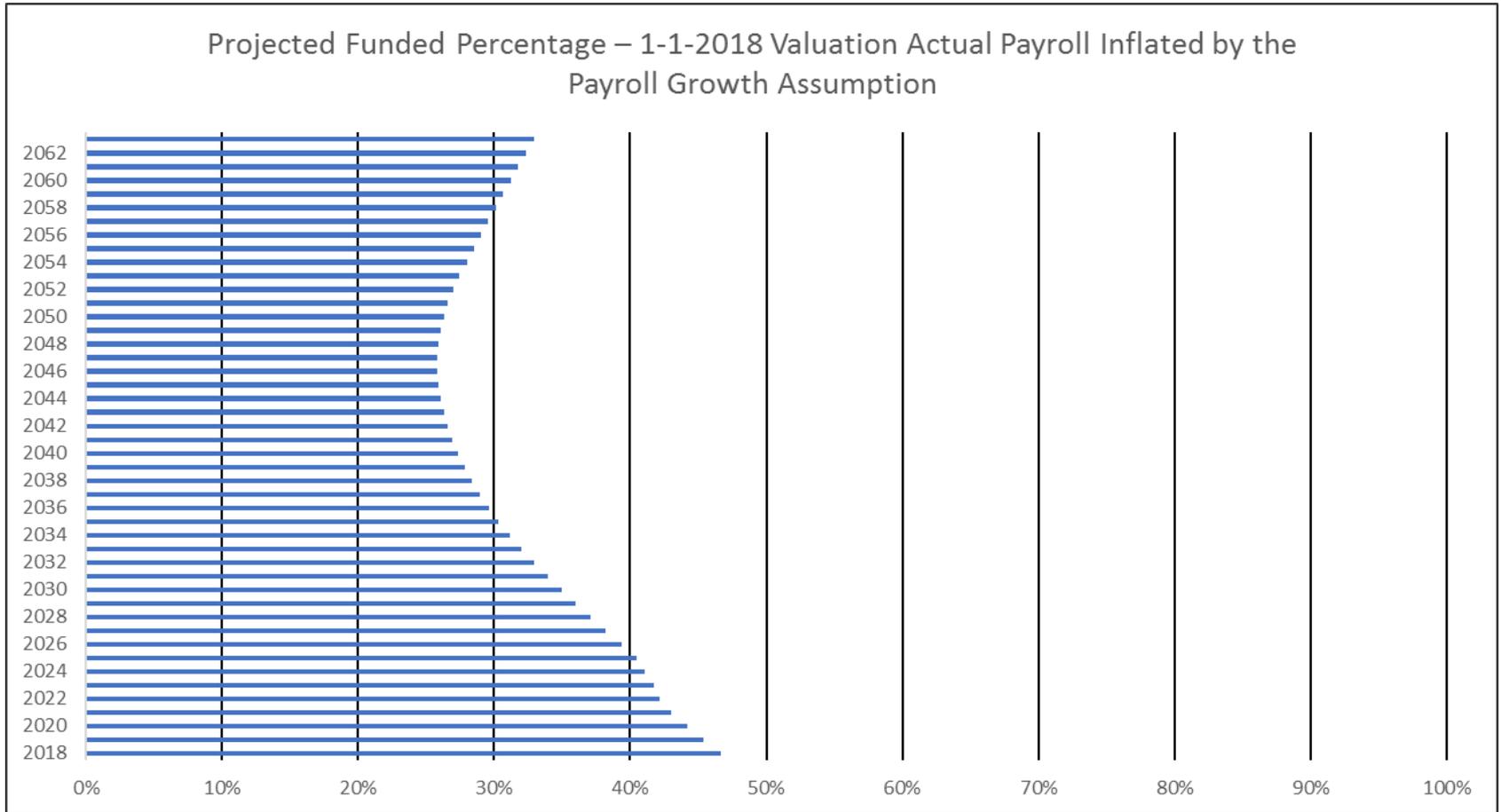
- Assuming the City's Hiring Plan payroll projection is met, the expected full-funding date is 2063.
 - Full-funding date may vary on an annual basis due to demographic experience, economic experience, and contributions other than assumed
- City's long-term contribution rate is scheduled to be 34.50% of computation pay
 - Through 2024 there is a floor on the City's contribution levels
 - Beginning in 2025, City expected to contribute based solely on pay
 - City's plan reflects significant growth in payroll over 20 years, from \$372 million in 2017 to \$684 million in 2037 (average annual growth of 3.1%)
 - Differences between actual payroll and City's Hiring Plan payroll will have an impact on when the System is projected to become fully funded
 - If payroll growth is more modest, or if there is adverse experience in the System that leads to losses, the period required to achieve 100% funding could be significantly longer.
 - **If the City's Hiring Plan projections are not met and instead the current valuation payroll of \$346.0 million increases by the assumed payroll growth of 2.75% each year ongoing, and if City and member contributions are based on this projected payroll beginning in 2025, the System is projected to be only 33% funded in 2063, rather than 100%.**

Projected Funded Percentage at City Hiring Plan Levels

Projected Funded Percentage – City Hiring Plan



Projected Funded Percentage based on Actual Payroll



Summary Regarding Projected Funding Percentages

- The Projected Funded Percentages are based on the 1-1-2018 Actuarial Valuation and assumes all assumptions are met.
 - Even if all assumptions are achieved the funding level of the Plan is fragile.
 - The funded percentage is projected to decline for the next 15 years before it begins to increase.
 - The funded percentage is projected to be below 40% for 6 years and below 50% for 26 years.
- If the City does not meet the Hiring Plan projections, and remains on the same hiring path (1-1-2018 Valuation Payroll inflated by the 2.75% payroll growth assumption) the projected results are as follows:
 - The funded percentage is projected to drop below 40% funded in 2026.
 - The funded percentage is projected to be below 40% for 38 years.
 - The funded percentage is projected to be below 30% for 22 years.
 - The funded percentage is projected to drop to a low of 25.85% in 2047 before it begins to increase to a 33% funded level in 2063.
- As we knew when HB 3158 was passed, HB 3158 created a path to solvency but the path is narrow with many risks and little room for error. Any early disruption in achieving the assumptions (both investment returns as well as hiring projections) could have a catastrophic impact on the funding of the plan.

Memorandum



CITY OF DALLAS

DATE October 12, 2018

Honorable Members of the Government Performance & Financial Management
Committee: Jennifer S. Gates (Chair), Scott Griggs (Vice Chair), Sandy Greyson,
TO Lee M. Kleinman, Philip T. Kingston, Tennell Atkins, Kevin Felder

SUBJECT **FY 2017-18 Financial Forecast Report**

Please find attached the Financial Forecast Report (FFR) based on information through August 31. This report does not reflect changes approved by City Council on September 12. FY 2017-18 year-end appropriation adjustments approved on September 12, 2018 will be reflected in the September FFR.

We forecast general fund revenues will be \$19 million over the amended budget and expenses will be \$0.7 million under the amended budget at the end of the fiscal year. Sales tax, franchise fees/other, and charges for services are trending better than budget, accounting for over 50 percent of the revenue variance. On the expense side, the projected year-end variance is due to overtime usage within Dallas Fire-Rescue (DFR).

DFR continues to refine year-end projections and is forecast to exceed budget by \$10 million, primarily due to attrition. Attrition impacts the Department's daily minimum staffing model, resulting in additional overtime usage. City Council increased the general fund budget by \$3.7 million on April 25; and by \$5.7 million on September 12 using savings from other general fund departments and excess revenue to offset DFR's overtime expense.

Details related to budget variances may be found throughout the report. We will continue to closely monitor revenues and expenditures and keep you informed.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: Honorable Mayor and Members of City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney (Interim)
Carol A. Smith, City Auditor (Interim)
Billierae Johnson, City Secretary
Judge Preston Robinson, Administrative Judge

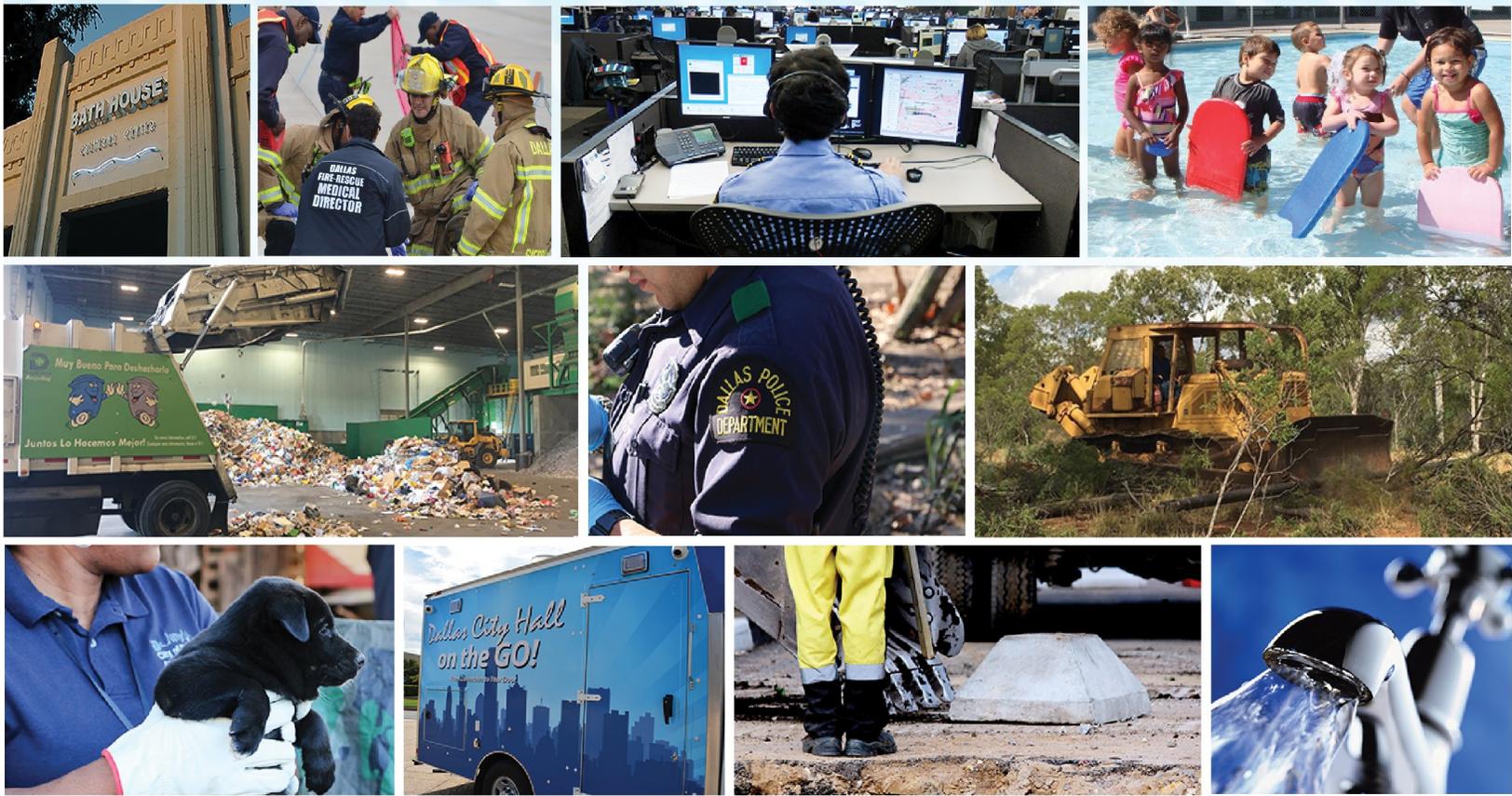
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
Majed A. Al-Ghafry, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
Directors and Assistant Directors



FY 2017-18 FINANCIAL FORECAST REPORT

Information as of August 31, 2018

SERVICE FIRST



GENERAL FUND OVERVIEW

As of August 31, 2018

	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Beginning Fund Balance	\$160,617,192	\$160,617,192		\$171,747,804	\$11,130,612
Revenues	1,276,420,942	1,282,712,888	1,150,091,289	1,301,727,821	19,014,933
Expenditures	1,276,420,942	1,282,712,888	1,139,311,857	1,281,981,551	(731,337)
Ending Fund Balance	\$160,617,192	\$160,617,192		\$191,494,073	\$30,876,881

SUMMARY

The General Fund overview provides a summary of financial activity through August 31, 2018. The Adopted Budget reflects the budget adopted by City Council on September 20, 2017 effective October 1 through September 30. The Amended Budget column reflects City Council approved transfers between funds and programs and approved use of contingency.

Fund Balance. The summary includes fund balance with the year-end revenue and expenditure forecasts. As of August 31, 2018, the year-end (YE) forecast beginning fund balance represents the FY 2016-17 audited unassigned ending fund balance and includes FY 2016-17 year-end savings.

Revenues. Through August 31, 2018, General Fund revenues are projected to be above budget by \$19 million primarily due to electric, fiber optic, and natural gas franchise fees; sales tax; interest, Fire Watch fees; ambulance supplement from the Texas Human Health and Services Commission; and a new contract with the State Fair for patrol services.

Expenditures. Through August 31, 2018, General Fund expenditures are projected to be below budget by \$731,000. Most departments are under budget as a result of vacancies.

Amendments. The General Fund budget was amended on:

- October 25, 2017 by resolution #17-1652 in the amount of \$120,000 for a Regional Assessment of Fair Housing;
- November 8, 2017 by resolution #17-1735 in the amount of \$139,000 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wylie Theatre;
- January 17, 2018 by resolution #18-0125 in the amount of \$1,640,000 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018;
- March 28, 2018 by resolution #18-0442 in the amount of \$189,300 for emergency flood remediation and related repairs related to the theater automation system at the Dee and Charles Wylie Theatre;
- April 25, 2018 by ordinance #30843 for mid-year appropriation ordinance adjustments consisting of a \$294,000 appropriation decrease in Non-Departmental, \$165,000 appropriation increase in Housing and Neighborhood Revitalization, \$60,300 appropriation increase in 311 Customer Service Center, \$68,700 appropriation increase in Office of Community Care, \$115,000 transfer of appropriations from Dallas Police Department to Transportation; and \$3,700,000 appropriation increase in Dallas Fire Rescue from excess revenue; and
- May 23, 2018 by resolution #18-0773 in the amount of \$200,000 for a service contract to provide school crossing guard services; and
- September 18, 2018 by ordinance #30972 for year-end appropriation ordinance adjustments. Adjustments are not yet incorporated since this Financial Forecast Report is through August 31, 2018.

GENERAL FUND REVENUES

As of August 31, 2018

Revenue Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Property Tax ¹	\$652,067,958	\$653,667,958	\$653,052,109	\$653,827,632	\$159,674
Sales Tax ²	303,349,086	303,349,086	229,605,399	305,008,923	1,659,837
Franchise & Other ³	135,319,609	135,319,609	129,892,966	142,739,913	7,420,304
Charges for Services ⁴	103,578,036	104,878,036	79,283,977	112,022,717	7,144,681
Fines and Forfeitures ⁵	36,515,082	36,515,082	22,380,955	35,250,295	(1,264,787)
Operating Transfers In ⁶	22,777,865	24,947,248	9,453,237	24,947,248	0
Intergovernmental	9,548,046	9,667,609	9,783,384	10,249,197	581,588
Miscellaneous ⁷	6,580,004	7,683,004	8,628,386	9,297,090	1,614,086
Licenses & Permits	4,668,685	4,668,685	4,589,077	4,863,088	194,403
Interest ⁸	2,016,571	2,016,571	3,421,799	3,521,718	1,505,147
Total Revenue	\$1,276,420,942	\$1,282,712,888	\$1,150,091,289	\$1,301,727,821	\$19,014,933

VARIANCE NOTES

General Fund revenue variance notes are provided below for revenue categories with year-end (YE) forecast variances of +/- five percent and revenue with an Amended Budget.

1 Property Tax. Property Tax budgeted revenue was increased by \$1.6 million on April 25, 2018 by ordinance 30843 due to higher current year collections.

2 Sales Tax. Sales tax revenues are forecast to be 0.6 percent (\$1,660,000) greater than budget based on most recent sales tax receipts. Sales tax receipts have increased by 3.5 percent over the most recent 12 months.

3 Franchise and Other. Franchise and other revenues are projected to be 5.5 percent (\$7,420,000) over budget primary due to electric, fiber optics, and natural gas.

4 Charges for Service. Charges for services revenues are forecast to be 6.8 percent (\$7,145,000) greater than budget primarily due to ambulance supplement from the Texas Health and Human Services Commission (\$2.7 million); Fire Watch inspection revenues that continues to increase compared to previous month (\$2.2 million); a new agreement with the State Fair for police patrol services in which the City now bills directly after services are incurred (\$1.0 million received from prior years and \$958,000 in the current year); and increases in construction permits (\$812,000). Overages are offset by a decrease of \$758,000 in swimming pool fees due to the delayed opening of three aquatic centers. Charges for Services budgeted revenue was increased by \$1.3 million on April 25, 2018 by ordinance 30843 due to additional Emergency Ambulance supplemental payment revenue.

5 Fines and Forfeitures. Fines and forfeitures are projected to be 3.5 percent (\$1,265,000) under budget as a result of a decrease in parking citations issued due to staff turnover in the Parking Management and Enforcement division of Transportation (\$849,000); a decrease of 8,000 traffic citations over the same time period last year (\$1.3 million), a decrease in forfeiture hearings due to compliance of bond terms by defendants (\$289,000); a decrease in fines for towed vehicles at the auto pound (\$208,000); and fines for late fees at the Library due to automatic electronic renewal (\$165,000). Revenue underruns are offset by increased collection of fines for red light cameras (\$1.7 million).

VARIANCE NOTES

6 Operating Transfer In. The revenue budget for Operating Transfer In was amended on:

- October 25, 2017 by resolution #17-1652 for a Regional Assessment of Fair Housing;
- November 8, 2017 by resolution #17-1735 to reimburse the AT&T Performing Arts Center (ATTPAC) for emergency flood remediation and repairs at the Dee and Charles Wylie Theatre;
- January 17, 2018 by resolution #18-0125 to continue the operation of the Dallas County Schools school crossing guard program through the end of the current school year;
- February 14, 2018 by resolution #18-0282 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018;
- March 28, 2018 by resolution #18-0422 for emergency flood remediation and repairs related to the theater automation system at the Dee and Charles Wylie Theatre; and on
- May 23, 2018 by resolution #18-0773 in the amount of \$200,000 for a service contract to provide school crossing guard services.

7 Miscellaneous. Miscellaneous revenues are forecast to be 21 percent (\$1,614,000) over budget due to reimbursements from Atmos Energy and the sale of fixed assets (\$450,000). Budgeted revenue was increased \$800,000 on April 25, 2018 by ordinance 30843 due to additional one-time revenue from Atmos Energy for the City's support provided to residents affected by the gas emergency. Reimbursement from Atmos was greater than anticipated (\$1,120,000).

8 Interest. Interest earned revenues are projected to be 74.6 percent (\$1,505,000) over budget based on current trends.

GENERAL FUND EXPENDITURES

As of August 31, 2018

Expenditure Category	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Civilian Pay	\$233,174,548	\$235,953,394	\$200,998,083	\$224,043,896	(\$11,909,498)
Civilian Overtime	6,087,198	6,076,161	8,648,632	9,558,652	3,482,491
Civilian Pension	33,654,027	33,952,850	29,125,861	32,336,440	(1,616,410)
Uniform Pay	397,751,284	401,698,616	349,419,547	391,006,165	(10,692,451)
Uniform Overtime	32,141,841	35,897,371	44,967,774	51,495,122	15,597,751
Uniform Pension	151,450,013	153,665,564	134,431,637	153,665,564	0
Health Benefits	62,526,985	62,812,518	53,670,914	62,812,518	0
Workers Comp	10,211,638	10,211,638	10,310,194	10,277,772	66,134
Other Personnel Services	11,798,743	11,952,376	10,086,015	12,073,018	120,642
Total Personnel Services ¹	938,796,277	952,220,488	841,658,658	947,269,147	(4,951,341)
Supplies ²	76,688,160	77,681,267	64,884,347	80,726,098	3,044,831
Contractual Services ³	341,963,586	343,086,247	282,009,059	345,399,363	2,313,116
Capital Outlay ⁴	8,000,250	8,329,492	6,883,190	9,740,716	1,411,224
Reimbursements ⁵	(89,027,331)	(98,604,606)	(56,123,398)	(101,153,773)	(2,549,167)
Total Expenditures	\$1,276,420,942	\$1,282,712,888	\$1,139,311,857	\$1,281,981,551	(\$731,337)

VARIANCE NOTES

1 Personnel Services. Current year-end forecast is \$4.9 million below budget primarily due to civilian vacancy savings. Uniform overtime YE forecast assumes \$11.5 million overrun for the Dallas Fire Rescue and \$4.1 million overrun for Dallas Police Department. The overrun in uniform overtime is partially offset by savings in uniform pay. Uniform pension YE forecast equals budget and includes the \$150.7 million contribution required to fund the police and fire pension as enacted by the Texas State Legislature through House Bill 3158, and additional funding for supplemental pension.

2 Supplies. Current year-end forecast is \$3.0 million above budget resulting from the purchase of ballistic helmets for the Dallas Police Department, nearly \$922,000 in greater than anticipated fuel and lube usage charges from Equipment and Building Services to various departments, software maintenance of an automated fingerprint identification system for the Dallas Police Department, and software purchases for various other departments.

3 Contractual Services. Current year-end forecast is \$2.3 million over budget primarily due to contract temporary help, day labor, equipment rental, security services, and Dallas Fire Rescue unbudgeted increase in emergency ambulance supplement contract payment.

4 Capital Outlay. Current year-end forecast is \$1.4 million over budget due primarily to vehicles purchased by Dallas Animal Services that will be reimbursed by an unbudgeted reimbursement, an approved purchase of a nuisance abatement brush truck using salary savings in Code Compliance, and the purchase of Gator vehicles by Code Compliance to better move in and out from alleys and back streets to clean litter, tires, and trash.

5 Reimbursements. General Fund reimbursements reflects contributions from various agencies, including federal and state funds, internal service fund departments, and enterprise fund departments. Current year-end forecasts are \$2.5 million greater than budget, primarily due to \$1.7 million greater than budgeted reimbursement to Dallas Fire Rescue from the 9-1-1 System Operations Fund and \$600,000 greater than budgeted reimbursement to Dallas Fire Rescue from Building Inspections for new construction inspections and Aviation for two full-time paramedics assigned to Love Field Airport.

GENERAL FUND EXPENDITURES

As of August 31, 2018

Expenditure By Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
Building Services	\$28,590,583	\$28,667,529	\$27,370,034	\$28,667,529	\$0
City Attorney's Office	16,788,175	16,809,925	14,488,589	16,767,899	(42,026)
City Auditor's Office ¹	3,360,043	3,360,043	2,734,669	3,106,743	(253,300)
City Controller's Office ²	5,351,812	5,379,331	5,207,649	5,082,857	(296,474)
Independent Audit	891,157	891,157	0	891,157	0
City Manager's Office	2,266,902	2,344,267	2,279,791	2,247,733	(96,534)
City Secretary ³	2,367,327	2,703,024	2,287,235	2,769,209	66,185
Civil Service ⁴	3,080,815	3,137,099	2,663,249	3,141,210	4,111
Code Compliance	30,438,826	30,438,826	25,064,827	29,566,585	(872,241)
Court Services	11,627,393	11,627,393	9,981,273	11,216,723	(410,670)
Jail Contract	8,484,644	8,484,644	7,070,537	8,484,644	0
Dallas Animal Services	14,007,159	14,007,159	13,233,080	14,004,677	(2,482)
Dallas Fire-Rescue ⁵	267,026,909	270,726,909	243,917,211	280,743,402	10,016,493
Dallas Police Department ⁶	465,522,805	464,648,484	408,298,319	460,323,137	(4,325,347)
Housing and Neighborhood Services ⁷	3,668,283	4,010,682	3,321,949	3,761,853	(248,829)
Human Resources	5,234,618	5,234,618	4,985,197	5,205,245	(29,373)
Judiciary	3,454,079	3,454,079	3,319,789	3,453,849	(230)
Library	31,279,877	31,279,877	28,011,322	30,843,376	(436,501)
Office of Management Services					
311 Customer Services ⁸	3,509,120	3,569,390	2,627,918	3,417,371	(152,019)
Center for Performance Excellence ⁹	1,265,811	1,265,811	1,244,487	1,136,712	(129,099)
Council Agenda Office	224,495	248,233	179,491	248,233	0
EMS Compliance Program ¹⁰	340,988	340,988	264,320	316,598	(24,390)
Ethics and Diversity	97,631	119,855	74,296	119,855	0
Fair Housing ¹¹	278,274	397,837	361,344	397,837	0
Office of Strategic Partnerships ¹²	726,947	3,326,947	2,692,129	3,220,874	(106,073)
Office of Business Diversity	793,297	793,297	648,758	790,908	(2,389)
Office of Community Care ¹³	4,932,564	5,001,285	4,063,607	4,981,040	(20,245)
Office of Emergency Management	715,020	715,020	505,591	715,020	0
Office of Environmental Quality ¹⁴	1,197,487	1,197,487	1,324,187	1,005,311	(192,176)
Office of Homeless Solutions	10,081,328	10,081,328	7,909,375	9,723,116	(358,212)
Public Affairs and Outreach ¹⁵	1,666,011	1,400,645	1,149,566	1,206,492	(194,153)
Resiliency Office	353,875	353,875	300,772	343,349	(10,526)
Welcoming Communities	428,845	428,845	372,110	428,845	0
Mayor and City Council	4,820,561	4,827,575	4,139,109	4,827,575	0
Non-Departmental ¹⁶	77,323,336	77,029,345	74,228,128	75,710,306	(1,319,039)
Office of Budget ¹⁷	3,406,338	3,406,338	2,993,939	3,189,955	(216,383)
Office of Cultural Affairs ¹⁸	20,268,063	20,899,767	20,779,719	20,899,767	0
Office of Economic Development	4,840,594	4,840,594	4,668,189	4,840,594	0
Park and Recreation	98,005,546	98,269,651	89,248,371	97,302,962	(966,689)
Planning and Urban Design	2,911,297	2,911,297	2,617,049	2,887,077	(24,220)
Procurement Services	2,389,442	2,389,442	2,170,347	2,368,987	(20,455)
Public Works	73,137,927	73,137,927	68,203,114	73,137,927	0
Sustainable Development	1,656,869	1,656,869	2,062,180	1,600,531	(56,338)
Transportation ¹⁹	44,325,574	44,440,574	34,777,482	44,440,574	0
Trinity Watershed Management	1,302,754	1,302,754	784,683	1,291,041	(11,713)
Total Departments	\$1,264,441,401	\$1,271,558,022	\$1,134,624,982	\$1,270,826,685	(\$731,337)
Liability/Claim Fund Transfer	4,642,666	4,642,666	0	4,642,666	0
Contingency Reserve	4,686,875	4,686,875	4,686,875	4,686,875	0
Salary and Benefit Reserve ²⁰	2,650,000	1,825,325	0	1,825,325	0
Total Expenditures	\$1,276,420,942	\$1,282,712,888	\$1,139,311,857	\$1,281,981,551	(\$731,337)

VARIANCE NOTES

General Fund variance notes are provided below for departments with YE forecast variances of +/- five percent, departments with an Amended Budget, and for departments with YE forecast projected to exceed budget.

1 City Auditor's Office. City Auditor's Office expenditures are forecast to be \$253,000 below budget due to salary savings associated with vacancies.

2 City Controller's Office. City Controller's Office expenditures are forecast to be \$296,000 below budget due to salary savings associated with vacancies.

3 City Secretary. City Secretary Office's budget was increased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred from the Office of Management Services (Public Affairs and Outreach). City Secretary Office's expenditures are forecast to be \$66,000 greater than budget primarily due to an office expansion needed to accommodate the new open records division.

4 Civil Service. Civil Service expenditures are forecast to be \$4,000 greater than budget due to a nationwide search for the vacant Civil Service Director position and replacement costs for damaged Civil Service Board Room audio and recording equipment.

5 Dallas Fire-Rescue. Dallas Fire-Rescue budget was increased by \$3.7 million on April 25, 2018 by ordinance 30843 for overruns in uniform overtime due to higher than expected attrition. Dallas Fire-Rescue expenditures are forecast to be \$10 million greater than budget primarily due to uniform overtime expenses. The primary factor of the greater than budgeted use of overtime includes the impact of attrition in prior fiscal years that has exceeded hiring which has affected mandatory minimum staffing.

6 Dallas Police Department. Dallas Police Department budget was decreased by \$759,000 on January 17, 2018 by CR 18-0125 to reallocate Child Safety Funds held by the Dallas Police Department to Management Services (Office of Strategic Partnerships) and decreased by \$115,000 on April 25, 2018 by ordinance 30843 to transfer Parking Enforcement division overtime and merit funding to Transportation. Dallas Police Department expenditures are forecast to be \$4.3 million below budget primarily due to hiring fewer officers than planned in FY 2017-18 and unplanned uniform attrition at the end of FY 2016-17.

7 Housing and Neighborhood Services. Housing and Neighborhood Services budget was increased by \$165,000 on April 25, 2018 by ordinance 30843 to fund a caseworker for the High Impact Landlord Initiative, additional home repair work at eight Home Repair Program properties and expenses associated with moving support staff from Bexar Street offices back to City Hall. Housing and Neighborhood Services expenditures are forecast to be \$249,000 below budget primarily due to salary savings from vacant positions and unspent Home Improvement Rebate Program and Emergency Repair Program funds.

8 311 Customer Services. 311 Customer Services budget was increased by \$60,300 by City Council on April 25, 2018 by ordinance 30843 due to higher than expected usage of the Language Line, a third-party vendor that is used to translate calls for non-English speakers when bilingual 311 Customer Services agents are not available. 311 Customer Services is forecast to be \$152,000 under budget primarily due to salary savings from vacancies.

9 Center for Performance Excellence. Center for Performance Excellence expenditures are forecast to be \$129,000 below budget primarily due to hiring delays for the vacant Innovation Officer position.

10 EMS Compliance Program. EMS Compliance Program expenditures are forecast to be \$24,000 below budget primarily due to the non-renewal of the ComplyAssistant contract. The ComplyAssistant contract is a web-based software that was used to document and monitor the City's healthcare compliance activities.

VARIANCE NOTES

11 Fair Housing Office. Fair Housing Office budget was increased by \$120,000 on October 25, 2017 by CR#17-1652 for a Regional Assessment of Fair Housing.

12 Office of Strategic Partnerships. Office of Strategic Partnerships budget was increased by \$2.4 million on January 17, 2018 by CR #18-0125 to appropriate funds for the Dallas County School Dissolution Committee Crossing Guard payroll and by \$200,000 on May 23, 2018 by CR 18-0773 for a service contract to provide school crossing guard services. Office of Strategic Partnerships expenditures are forecast to be \$106,000 below budget due to salary savings and lower than projected contractual service expenditures.

13 Office of Community Care. Office of Community Care's budget was increased by \$68,700 on April 25, 2018 by ordinance 30843 for unbudgeted contract temporary help, overtime, and building maintenance expenses.

14 Office of Environmental Quality. Office of Environmental Quality is forecast to be \$192,000 under budget due to salary savings associated with vacancies and frequent turnover in key positions.

15 Public Affairs and Outreach. Public Affairs and Outreach budget was decreased by \$265,000 on October 11, 2017 by CR#17-1608 for oversight and responsibility of the open records function transferred to the City Secretary. Public Affairs and Outreach expenditures are forecast to be \$194,000 under budget primarily due to salary savings associated with three vacant management positions.

16 Non-Departmental. Non-Departmental budget was decreased by \$294,000 on April 25, 2018 by ordinance 30843 for mid-year appropriation adjustments. Non-Departmental expenditures are forecast to be \$1.3 million less than budget primarily due to a delay in Master Lease draw for new equipment purchase which will occur in fall of FY 2018-19.

17 Office of Budget. Office of Budget expenditures are forecast to be \$216,000 below budget due to salary savings associated with vacant positions.

18 Office of Cultural Affairs. Office of Cultural Affairs budget was increased by \$139,000 on November 8, 2017 by resolution # 17-1735 and by \$189,300 on March 28, 2018 by resolution #18-0442 (approved use of contingency reserve funds) to reimburse the ATTPAC for emergency flood remediation and repairs at the Dee and Charles Wily Theatre, and on February 14, 2018 by resolution #18-0282 in the amount of \$303,000 to accept donations from the Communities Foundation of Texas on behalf of various contributors to the Dallas Cultural Plan 2018.

19 Transportation. Transportation budget was increased by \$115,000 on April 25, 2018 by ordinance 30843 to transfer Parking Enforcement division overtime and merit funding from Police to Transportation.

20 Salary and Benefit Reserve. Salary and Benefit Reserve funds totaling \$825,000 were allocated to Building Services (\$77,000), the City Attorney's Office (\$22,000), the City Controller's Office (\$28,000), the City Manager's Office (\$77,000), the City Secretary's Office (\$70,000), Civil Service (\$56,000), Housing and Neighborhood Revitalization (\$177,000), City Agenda Office (\$25,000), Ethics and Diversity (\$22,000), Mayor and Council (\$7,000), and Park and Recreation (\$264,000) for personnel related expenditures, primarily unbudgeted vacation/sick termination payments.

ENTERPRISE FUNDS

As of August 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
AVIATION					
Beginning Fund Balance	\$13,811,768	\$13,811,768		\$14,111,807	\$300,039
Total Revenues:	127,028,405	127,028,405	113,018,548	127,160,169	131,764
Total Expenditures:	127,028,405	127,028,405	100,924,305	127,028,405	0
Ending Fund Balance	\$13,811,768	\$13,811,768		\$14,243,570	\$431,803
CONVENTION AND EVENT SERVICES¹					
Beginning Fund Balance	\$32,258,124	\$32,258,124		\$33,234,399	\$976,275
Total Revenues:	97,787,266	101,187,266	90,787,268	106,882,739	5,695,473
Total Expenditures:	97,787,266	99,371,106	76,851,057	104,430,364	5,059,258
Ending Fund Balance	\$32,258,124	\$34,074,284		\$35,686,774	\$1,612,490
MUNICIPAL RADIO²					
Beginning Fund Balance	\$1,217,847	\$1,217,847		\$1,087,586	(\$130,261)
Total Revenues:	2,098,813	2,098,813	1,681,474	1,826,293	(272,520)
Total Expenditures:	2,051,318	2,051,318	1,706,036	1,822,029	(229,289)
Ending Fund Balance	\$1,265,342	\$1,265,342		\$1,091,850	(\$173,492)
SANITATION SERVICES³					
Beginning Fund Balance	\$22,431,707	\$22,431,707		\$29,641,449	\$7,209,742
Total Revenues:	102,279,097	106,579,097	104,455,092	110,656,618	4,077,521
Total Expenditures:	102,279,097	104,419,917	75,427,946	109,056,415	4,636,498
Ending Fund Balance	\$22,431,707	\$24,590,887		\$31,241,652	\$6,650,765
STORM DRAINAGE MANAGEMENT					
Beginning Fund Balance	\$4,546,490	\$4,546,490		\$7,593,575	\$3,047,085
Total Revenues:	55,987,895	55,987,895	52,821,553	56,269,383	281,488
Total Expenditures:	55,936,837	55,936,837	46,450,080	55,724,975	(211,862)
Ending Fund Balance	\$4,597,548	\$4,597,548		\$8,137,983	\$3,540,435
SUSTAINABLE DEVELOPMENT AND CONSTRUCTION⁴					
Beginning Fund Balance	\$37,809,029	\$37,809,029		\$43,778,944	\$5,969,915
Total Revenues:	31,711,218	31,711,218	33,104,423	33,832,420	2,121,202
Total Expenditures:	32,376,190	32,376,190	29,420,641	32,350,779	(25,411)
Ending Fund Balance	\$37,144,057	\$37,144,057		\$45,260,585	\$8,116,528
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DALLAS WATER UTILITIES⁵					
Beginning Fund Balance	\$84,788,025	\$84,788,025		\$95,808,193	\$11,020,168
Total Revenues:	667,471,388	667,471,388	623,411,614	678,108,173	10,636,785
Total Expenditures:	667,471,388	667,471,388	515,205,604	651,750,964	(15,720,424)
Ending Fund Balance	\$84,788,025	\$84,788,025		\$122,165,402	\$37,377,377

INTERNAL SERVICES FUNDS

As of August 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
INFORMATION TECHNOLOGY⁶					
Beginning Fund Balance	\$10,959,687	\$10,959,687		\$10,747,503	(\$212,184)
Total Revenues:	67,963,283	67,963,283	55,479,274	68,601,438	638,155
Total Expenditures:	70,242,680	70,242,680	58,597,348	73,879,104	3,636,424
Ending Fund Balance	\$8,680,290	\$8,680,290		\$5,469,837	(\$3,210,453)
Note: FY 2017-18 Budget reflects planned use of fund balance.					
RADIO SERVICES					
Beginning Fund Balance	\$2,537,356	\$2,537,356		\$2,680,270	\$142,914
Total Revenues:	4,823,063	4,823,063	1,226,623	4,842,498	19,435
Total Expenditures:	4,823,063	4,823,063	4,026,646	4,714,244	(108,819)
Ending Fund Balance	\$2,537,356	\$2,537,356		\$2,808,524	\$271,168
EQUIPMENT SERVICES⁷					
Beginning Fund Balance	\$5,611,863	\$5,611,863		\$7,726,208	\$2,114,345
Total Revenues:	52,652,059	54,152,059	45,816,655	58,404,481	4,252,422
Total Expenditures:	52,652,059	54,417,268	47,051,510	56,760,634	2,343,366
Ending Fund Balance	\$5,611,863	\$5,346,654		\$9,370,055	\$4,023,401
EXPRESS BUSINESS CENTER⁸					
Beginning Fund Balance	\$2,011,100	\$2,011,100		\$1,700,445	(\$310,655)
Total Revenues:	4,231,450	4,231,450	2,990,409	3,177,286	(1,054,164)
Total Expenditures:	3,740,420	3,740,420	1,786,465	2,034,503	(1,705,917)
Ending Fund Balance	\$2,502,130	\$2,502,130		\$2,843,228	\$341,098

OTHER FUNDS

As of August 31, 2018

Department	FY 2017-18 Adopted Budget	FY 2017-18 Amended Budget	YTD Actual	YE Forecast	Variance
9-1-1 SYSTEM OPERATIONS⁹					
Beginning Fund Balance	\$5,941,912	\$5,941,912		\$12,060,896	\$6,118,984
Total Revenues:	12,539,195	12,539,195	11,182,673	12,414,933	(124,262)
Total Expenditures:	15,048,378	16,748,378	10,002,067	16,693,596	(54,782)
Ending Fund Balance	\$3,432,729	\$1,732,729		\$7,782,233	\$6,049,504
Note: FY 2017-18 Budget reflects planned use of fund balance.					
DEBT SERVICE¹⁰					
Beginning Fund Balance	\$13,769,804	\$13,769,804		\$12,613,280	(\$1,156,524)
Total Revenues:	278,149,358	278,149,358	279,614,049	280,272,593	2,123,235
Total Expenditures:	267,322,998	267,322,998	263,466,877	263,466,877	(3,856,121)
Ending Fund Balance	\$24,596,164	\$24,596,164		\$29,418,996	\$4,822,832
EMPLOYEE BENEFITS¹¹					
City Contributions	\$86,088,120	\$86,088,120	76,099,093	\$86,088,120	\$0
Employee Contributions	38,086,396	38,086,396	38,891,211	37,624,465	(461,931)
Retiree	30,118,491	30,118,491	26,366,902	31,448,943	1,330,452
Other	0	0	213,406	0	0
Total Revenues:	154,293,007	154,293,007	141,570,612	155,161,528	868,521
Total Expenditures:	\$154,293,007	\$154,293,007	\$121,404,707	\$149,728,266	(\$4,564,741)
Note: The FY 2017-18 YE forecast reflect claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects incurred but not reported claims (IBNR).					
RISK MANAGEMENT¹²					
Worker's Compensation	\$13,219,304	\$13,219,304	\$14,383,822	\$14,383,822	\$1,164,518
Third Party Liability	10,203,093	10,203,093	5,038,686	13,561,489	3,358,396
Purchased Insurance	3,090,183	3,090,183	3,033,882	3,033,882	(56,301)
Interest and Other	406,970	406,970	75,701	75,701	(331,269)
Total Revenues:	26,919,550	26,512,580	22,456,390	30,979,193	4,466,613
Total Expenditures:	\$29,406,225	\$29,406,225	\$19,582,626	\$25,847,865	(\$3,558,360)
Note: The FY 2017-18 YE forecast reflect claim expenses expected to occur in the fiscal year. Fund balance (not included) reflects the total current liability for Risk Management (Worker's Compensation/Liability/Property Insurance).					

VARIANCE NOTES

The Enterprise, Internal Service, and Other Funds summary includes the beginning fund balance with the YE revenue and expenditure forecasts. As of August 31, 2018, the Year-End Forecast beginning fund balance represents the FY 2016-17 audited ending fund balance. Variance notes are provided below for funds with a YE forecast variance of +/- five percent, funds with YE forecast projected to exceed budget, and funds with projected use of fund balance.

1 Convention and Event Services. Convention and Event Services budget was increased by \$1.6 million on April 25, 2018 by ordinance 30843 due to increased food and beverage expenses and by an offsetting \$3.4 million increase in catering service revenues. Convention and Event Services revenues are projected to exceed budget by \$5.7 million primarily due to greater than projected Hotel Occupancy Tax collections. Expenditures are projected to be \$5.1 million greater than budget primarily due to an increased food and beverage expenses fully offset by additional catering revenue.

2 Municipal Radio. Municipal Radio FY 2017-18 revenues are projected to be lower than budget by \$272,000 due a decrease in projected local radio advertisement sales. Local arts groups and small retailers (which account for the largest portion of local sales) have difficulty with the cost of media buys in DFW's large media market. Expenditures are projected to be \$229,000 below budget primarily due to hiring delays.

3 Sanitation Services. Sanitation Services budget was increased by \$2.1 million on April 25, 2018 by ordinance 30843 for increased landfill disposal fees paid to Texas Commission on Environmental Quality (TCEQ), Equipment Services maintenance charges and master lease payments and by an offsetting \$4.6 million increase in landfill revenues. Sanitation Services revenues are projected to be \$4.1 million over budget primarily due to higher than anticipated residential collection revenues and increased non-contract landfill customer usage. Expenditures are projected to exceed budget by \$4.6 million primarily due to an additional transfer to the Sanitation capital improvement fund, increased landfill equipment usage and repair costs, increased fuel costs, and increased overtime and contracted labor expenses related to high truck driver turnover.

4 Sustainable Development and Construction. Sustainable Development and Construction revenues are projected to be \$2.1 million over budget primarily due to greater than anticipated construction permit activity and corresponding charges for service for Express Plan Review and Private Development Review.

5 Dallas Water Utilities. Water Utilities expenditures are projected to be \$15.7 million less than budget due to a settlement of potential litigation with Sabine River Authority (SRA). The escrow payment savings will be used to minimize future rate increases. City Council was briefed on this topic in February 2018. Revenues are projected to be \$10.6 million over budget due to excess water consumption accompanying high temperatures during the month of July and August.

6 Information Technology. Information Technology expenditures will exceed revenue by \$5.3 million to fund an additional technology construction fund transfer using fund balance.

7 Equipment Services. Equipment Services budget was increased by \$475,000 on April 11, 2018 by ordinance for a fleet consultant study, and by \$1.2 million on April 25, 2018 by ordinance 30843. The amendment on April 25, 2018 was due to unbudgeted equipment maintenance charges for retained vehicles, increased motor pool use, and increased costs for make ready of new vehicles offset by additional revenues. Equipment Services FY 2017-18 YE forecast expenditures are projected to be \$2.3 million greater than budget due to increased fuel costs and planned use of fund balance to fund a fleet consultant study. Revenues are projected to be \$4.2 million greater than budget due to large work orders completed for Sanitation, Code Compliance Services, and Dallas Police Department.

8 Express Business Center. Express Business Center expenditures are projected to be \$1.7 million less than budget and revenues \$1.1 million less than budget primarily due to the transfer of the water bill printing services to Dallas Water Utilities (DWU) at the end of September 2017. Water bill printing services will be provided by a vendor and expensed in DWU.

VARIANCE NOTES

9 9-1-1 System Operations. 9-1-1 System Operations budget was increased by \$1.7 million on April 25, 2018 by ordinance 30843 for a greater than budgeted \$1.7 million reimbursement to Dallas Fire Rescue. 9-1-1 System Operations FY 2017-18 YE forecast expenditures will exceed revenue due to planned use of fund balance.

10 Debt Service Fund. Debt Service Fund FY 2017-18 YE forecast revenues will exceed budget by \$2.1 million primarily due to property tax collections trending above average and greater than budgeted interest earnings. Expenditures are projected \$3.9 million less than budget due to the refunding in November 2017 of 2007 GO Bonds.

11 Employee Benefits. Employee Benefits FY 2017-18 YE forecast expenditures are projected to be \$4.6 million below budget primarily due to lower than budgeted medical claim expenses for active employees.

12 Risk Management. Risk Management FY 2017-18 YE forecast expenditures are less than budget due to planned resolution of settlements in the current year moving to FY 2018-19.



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