

# Memorandum



CITY OF DALLAS

DATE January 4, 2018

TO Honorable Members of the Mobility Solutions, Infrastructure and Sustainability Committee

SUBJECT **2017 Bond Program Implementation**

On January 8, 2018, you will be briefed on the implementation plan for the 2017 Bond Program. The briefing materials will be provided at the committee meeting.

Please feel free to contact me if you have any questions or concerns.

A handwritten signature in blue ink, appearing to read 'Majed A. Al-Ghafry'.

Majed A. Al-Ghafry  
Assistant City Manager

c: Honorable Mayor and Members of the City Council  
T.C. Broadnax, City Manager  
Larry Casto, City Attorney  
Craig D. Kinton, City Auditor  
Billierae Johnson, City Secretary (Interim)  
Daniel F. Solis, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Jo M. (Jody) Puckett, Assistant City Manager (Interim)

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
Nadia Chandler Hardy, Chief of Community Services  
Raquel Favela, Chief of Economic Development & Neighborhood Services  
Theresa O'Donnell, Chief of Resilience  
Directors and Assistant Directors

# 2017 Bond Program Implementation

**Mobility Solutions,  
Infrastructure &  
Sustainability Committee**

**January 8, 2018**

**Majed Al-Ghafry, P.E.  
Assistant City Manager**

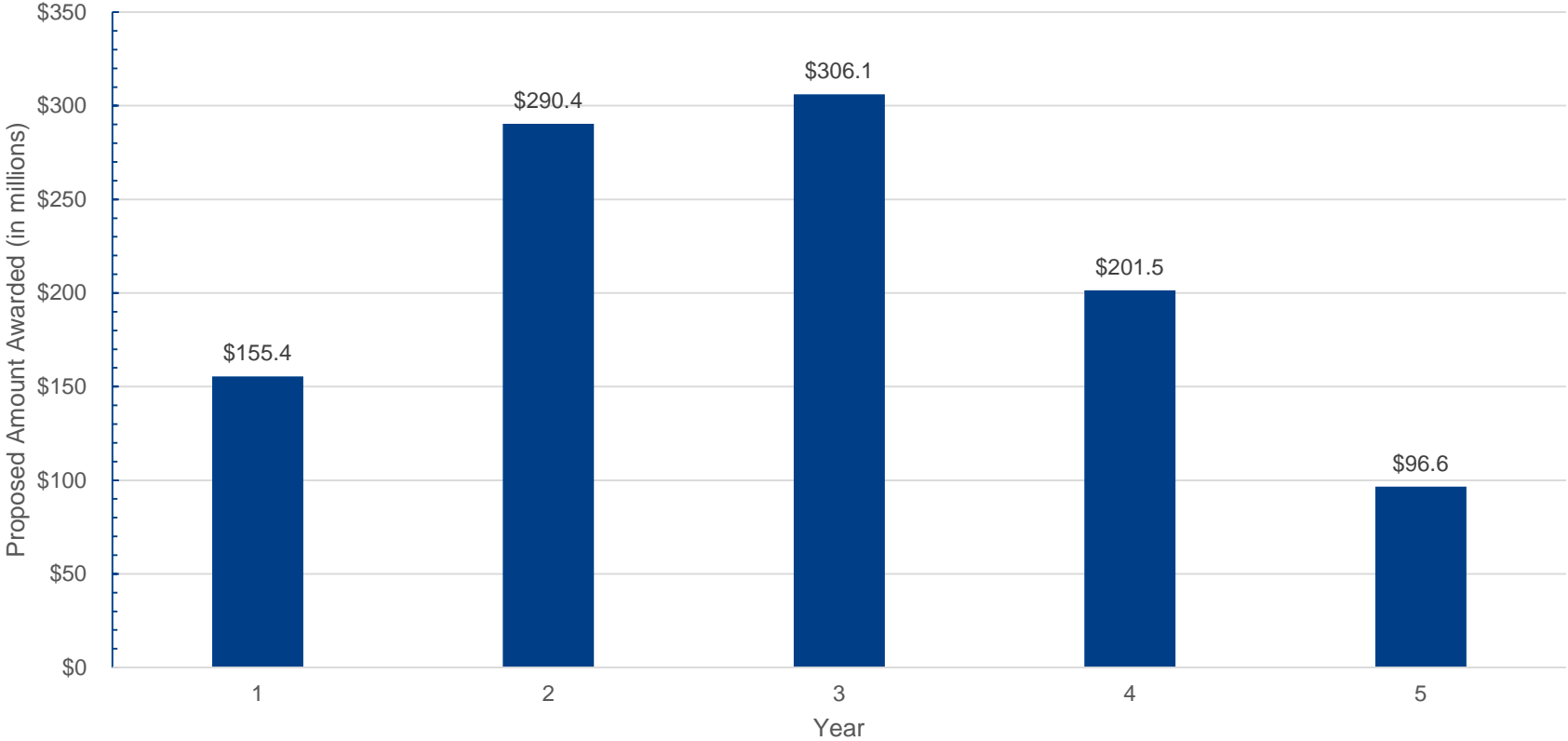
**Rick Galceran, P.E.  
Director, Bond Program Office**



# Overview

- Proposed 2017 Bond Program expenditure schedule
- Project scheduling guidelines
- Bond Program Office
  - Introduction/purpose
  - Organizational structure
- Program management
- Bond Program website
- Next steps

# Proposed 2017 Bond Program Expenditure Schedule



# Proposed 2017 Bond Program Expenditure Schedule (cont.)

2017 Bond Program Proposition	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Total
Proposition A Streets	\$73.0M	\$156.5M	\$181.3M	\$106.9M	\$16.2M	\$533.9M
Propositions B & C Parks & Fair Park	\$58.0M	\$59.4M	\$80.1M	\$61.5M	\$52.9M	\$311.8M
Proposition D Flood Control	\$5.3M	\$14.3M	\$19.9M	\$9.2M	-	\$48.8M
Propositions E, F, G & H Facilities	\$16.6M	\$49.2M	\$11.3M	\$2.5M	\$0.5M	\$80.1M
Proposition I Economic Development	\$2.0M	\$5.0M	\$10.0M	\$11.4M	\$27.0M	\$55.4M
Proposition J Homeless Assistance	\$0.5M	\$6.0M	\$3.5M	\$10.0M	-	\$20.0M
<b>Total</b>	<b>\$155.4M</b>	<b>\$290.4M</b>	<b>\$306.1M</b>	<b>\$201.5M</b>	<b>\$96.6M</b>	<b>\$1.050B</b>

# Project Scheduling Guidelines

- Give higher priority to projects with the following characteristics:
  - Public protection/security concern
  - Immediate repair/replacement to prevent further costly repairs
  - “Now Ready” match funding and partnership agreements in place, e.g. Carpenter Park
  - Extensive design, right-of-way or construction timeline
  - Shovel-ready
- Ensure schedule reflects equitable geographic distribution whenever feasible

# Bond Program Office Introduction

## Previous Bond Program Implementation

Delivery departments create project schedules independently

Delivery departments prepare and award contracts for own projects

Delivery departments manage all aspects of own projects

Delivery departments track status of projects, expenditures and funding associated with own proposition

VS

## New Bond Program Implementation

BPO creates and tracks project schedules with aid from client departments

BPO oversees project delivery, including awarding contracts

BPO oversees delivery of all projects

BPO manages, tracks and reports status of all projects and propositions



## Improvements

Projects planned to meet available bond sales; ensures five-year implementation

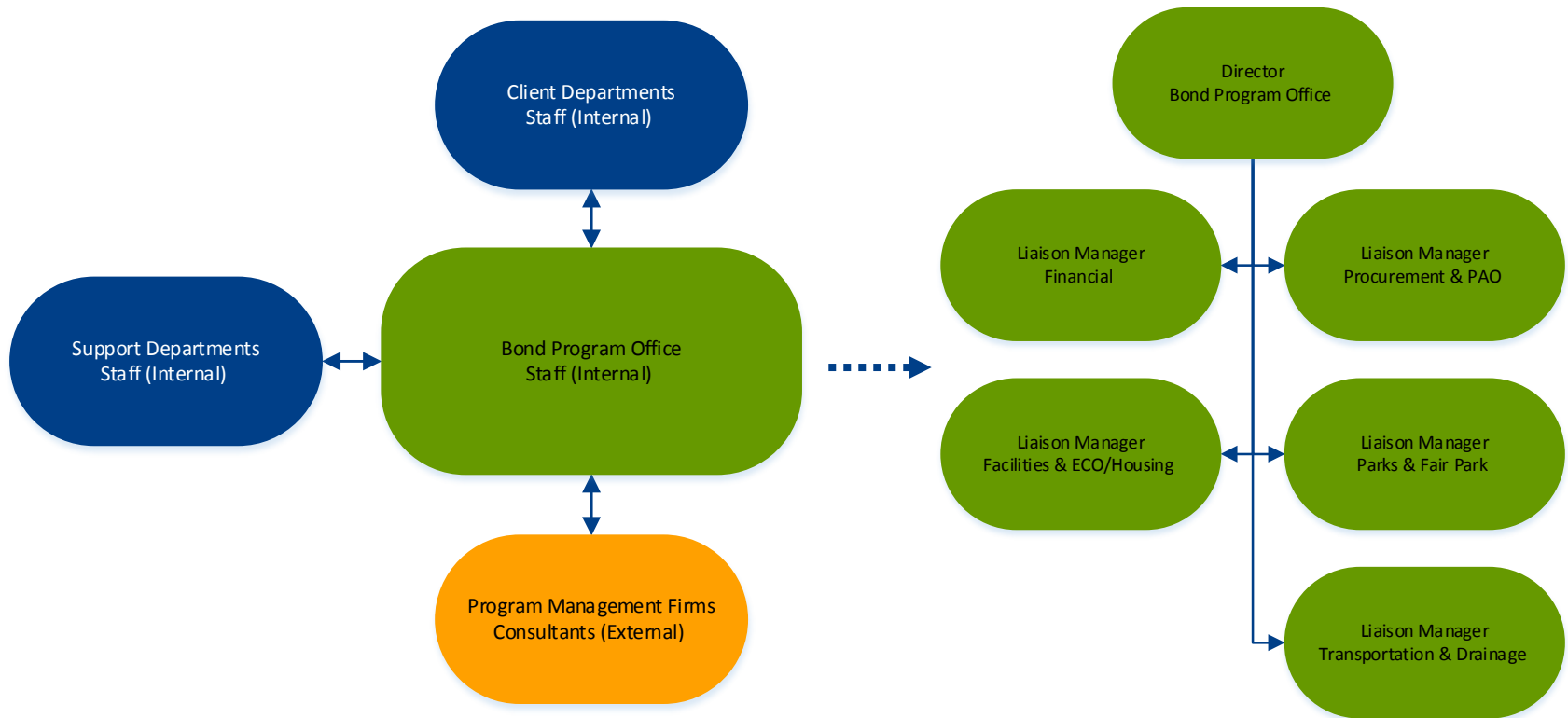
Speeds project delivery, saves money and holds all involved accountable

Centralizes responsibility for overall performance in one office

Ensures transparency, consistency and clear communication on status, funding and schedule



# Bond Program Office Organization





# Program Management Firm(s)

The Statement of Qualifications proposes hiring up to three program management firms:

## 1. Horizontal

1. Proposition A: Streets and Transportation
2. Proposition D: Flood Protection and Storm Drainage

## 2. Parks and Recreation

1. Proposition B: Parks and Recreation
2. Proposition C: Fair Park

## 3. Vertical

Propositions E, F, G and H: Library, Cultural and Performing Arts, Public Safety and City Facilities

The Bond Program Office will initially manage economic development and homeless assistance projects.

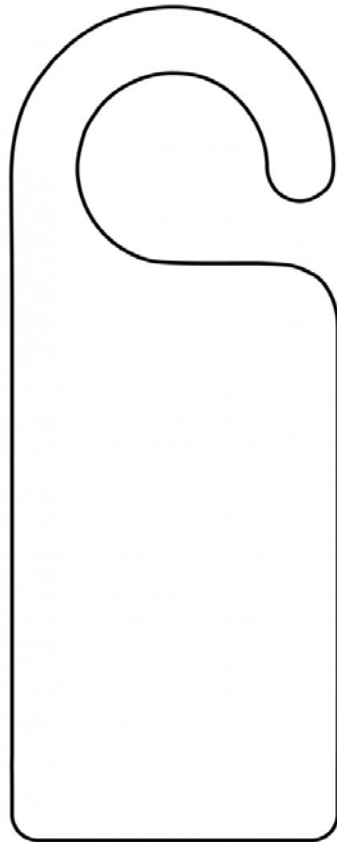
# Program Management Firm Selection

Activity	Date
SOQ submittals due	Jan. 25, 2018
Proposal submittals due	Feb. 21, 2018
Interviews	Feb. 28, 2018
City Council agenda item	April 11, 2018
Target contract execution	May 11, 2018

# Bond Program Website

- New “dashboard” [website](#) will go live in late January 2018
- Website will allow users to:
  - Track the status of projects, propositions and the Bond Program as a whole
  - Learn specifics of any project, e.g. funding, participating agencies, location and delivery department
  - Search for projects using an interactive GIS map
- Data will be updated automatically in real time through project management database

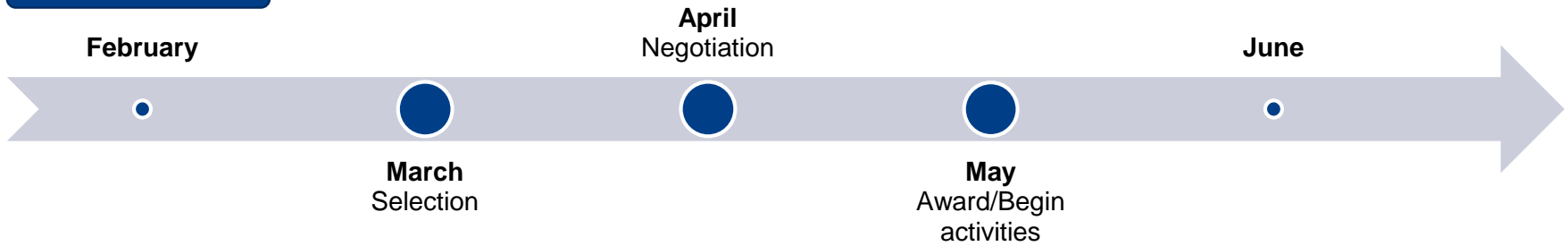
# Additional Communication



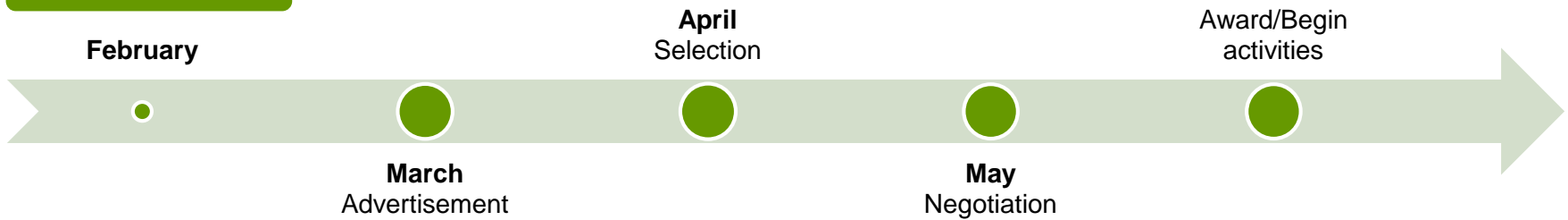
- Website enhancement may allow for push notifications
- Additionally, program management firm(s) will develop and implement community outreach plan
- Active coordination of all projects through BPO will ensure consistent public notification

# Next Steps (cont.)

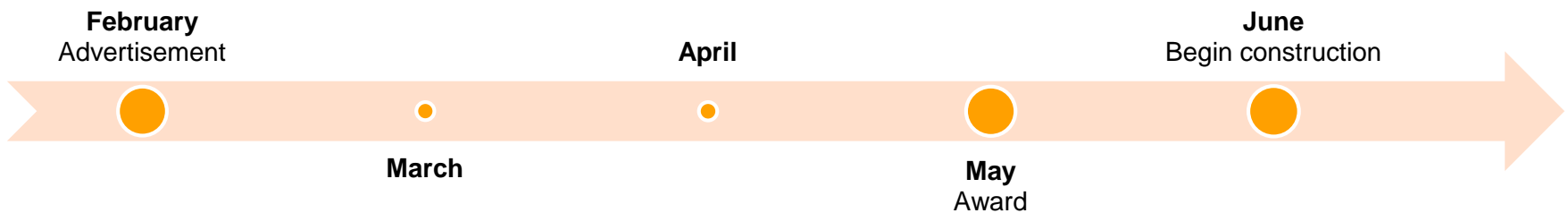
## Program Manager



## Design Consultant



## Shovel-Ready Projects



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**January 8, 2018**

**Majed Al-Ghafry, P.E.  
Assistant City Manager**

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Director, Bond Program Office**



# Appendix

- Financial criteria for bond issuance
- Bond Program Office budget
- Roles and responsibilities
- Website mock-ups



# Financial Criteria for Bond Issuance

- Financial capacity is the primary factor in determining the implementation schedule for bond projects, which assumes:
  - Conservative growth in the ad valorem tax base
  - No change in the tax rate allocated to the debt service fund
- Commercial paper is used for short-term financing and “just-in-time borrowing” as projects are implemented
- Voter-approved general obligation bonds will be issued each year to retire the commercial paper with long-term financing



# Bond Program Office Budget

Budget Item	2017 BP
Staffing	6 FTE
Staff Cost	\$987,000/year
QA/QC	\$12-20M
Budgeting and Resources	Will be reviewed annually to determine staffing needs



# Roles & Responsibilities

Task (Design Phase)	BPO	PM Firm	Client Dept.	Support Dept.
Design RFQ			X	X
Verify scope/cost estimate		X	X	
Verify budget	X			
Select design consultant			X	
Negotiate contract			X	X
Prepare agenda item	X		X	
Execute contract	X		X	X
Issue Notice to Proceed (NTP)			X	
Update schedule/budget in TRIRIGA		X	X	
Conceptual design review			X	X
Supplemental agreements (if any)	X		X	X
Public outreach		X	X	
Final design			X	X
Update schedule/budget		X	X	
Periodic payments	X		X	

# Roles & Responsibilities (cont.)

Task (Bidding Phase)	BPO	PM Firm	Client Dept.	Support Dept.
Verify budget	X			
Advertise			X	X
Evaluate bids			X	X
Prepare agenda item	X		X	
Prepare contract			X	X
Pre-construction meeting			X	
Submittals/review			X	X
Issue Notice to Proceed (NTP)			X	
Update costs/schedule		X	X	
Notify property owners		X	X	
Start/manage construction			X	
Substantial completion & walkthrough			X	
Periodic/final payments	X		X	
Warranty & final inspection			X	
Project complete	X		X	
Update schedule/final costs		X	X	
Rectify expenditures	X			

# Website Mock-up

## DALLAS BOND PROGRAM


Developing proposed projects to provide a continued bright future for our city.

Home
Propositions
Projects Map
Bid Process
More

### 2017 DALLAS BOND

Explore the Propositions

- Amount Awarded \$131M
- Amount Authorized \$1,050M
- Current Year



**10**  
Propositions

### 2017 PROPOSITIONS

**Proposition A**

Streets and Transportation

1027 Projects \$525.96 Million

**Proposition B**

Parks and Recreation

143 Projects \$261.81 Million

**Proposition C**

Fair Park

12 Projects \$100.00 Million

**Proposition D**

Flood Control and Storm Drainage

85 Projects \$48.79 Million

**Proposition E**

Library Facilities

3 Projects \$15.59 Million

**Proposition F**

Cultural and Performing Arts

9 Projects \$4.23 Million

**Proposition G**

Public Safety Facilities

16 Projects \$22.08 Million

**Proposition H**

City Facilities

7 Projects \$18.14 Million

**Proposition I**

Economic Development


12 Projects \$51.40 Million

**Proposition J**

Homeless Assistance Facilities

1 Project \$20.00 Million

[View All Propositions](#)



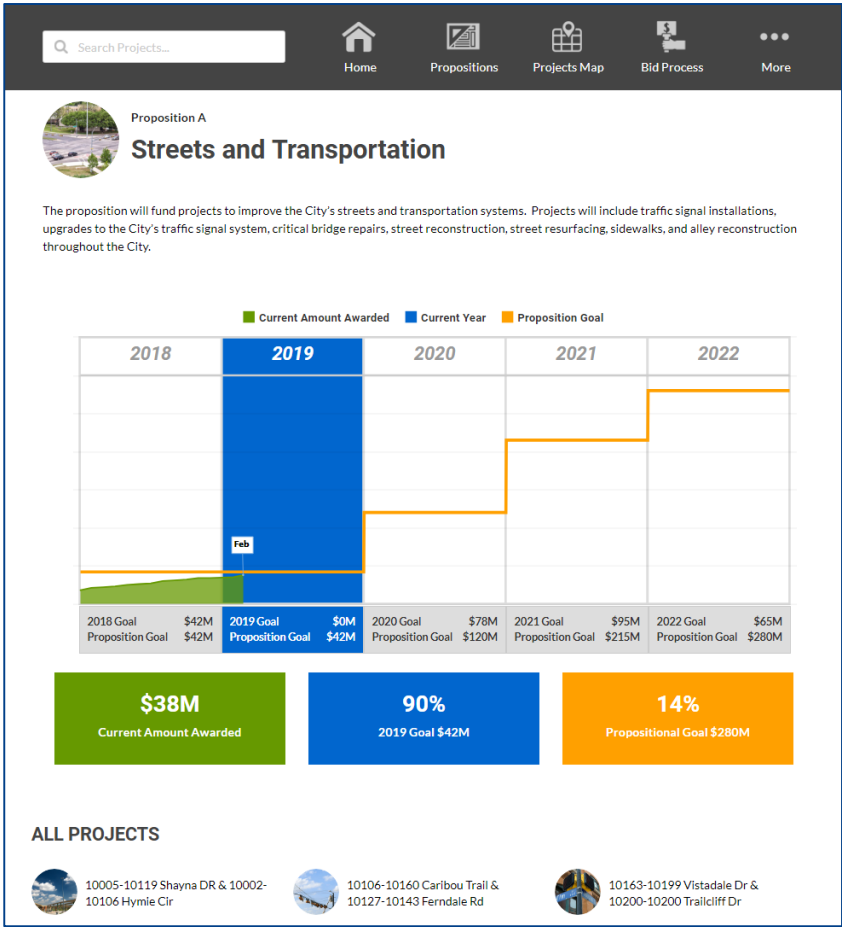
**BOND UPDATES**

Sign up to receive the latest news and updates about the Bond Program.  
Or visit DallasBond.com for regular updates & information regarding this ongoing process.

# Website Mock-up (cont.)



# Website Mock-up (cont.)



# Website Mock-up (cont.)

2017 Bond / Proposition A: Streets and Transportation

## 10445 - 10461 CARRY BACK CIR & 10419 - 10427 CARRY BACK PL

Alley Reconstruction  
Council District: 13

[View Details](#)

[View Map](#)

**25% Progress**

Start Date	Project Status	Estimated Completion Date
Jan 2019	Design	Mar 2020

**PROJECT TIMELINE**

Design 02/19 - 08/19

In Construction 08/19 - 04/20

Actual Progress

# Website Mock-up (cont.)

02/19 - 08/19

In Construction 08/19 - 04/20

Mar '19 May '19 Jul '19 Sep '19 Nov '19 Jan '20 Mar '20

— Actual Progress

Project Details	
Bond Program Year	2017
Project Status	Under Award - Design
Project Cost Estimate	\$0.12
Date Created	11/20/2017
Category	Alley Reconstruction
Last Modified Date	06/15/2017
Bond Sale Amount	\$0.12
Council District	13
Department	PBW
City Program	Dallas Bond
Project ID	1281
Budget Scenarios - ID	CP2017-1281
Budget Scenarios - Key Field	1281
Cappro ID	1281

Project Schedule	
<b>DESIGN</b>	
Estimated Awarded	02/19
Actual Awarded	01/19
Estimated Completion	03/20
Actual Completion	08/19
<b>CONSTRUCTION</b>	
Estimated Awarded	08/19
Actual Awarded	08/19
Estimated Start	08/19
Actual Start	08/19
Estimated Completion	03/20
Actual Completion	03/20

**Project Contact**

Project Manager: Sarah Doe      Manager Phone: 214-679-0000      Manager Email: manager@dallascityhall.com