

Memorandum



CITY OF DALLAS

DATE June 21, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **City Hall Cafeteria and Café**

In mid-2018, the City Council requested that the City Manager pursue potential opportunities to reopen the 7th floor Cafeteria in City Hall. Based on the request, staff issued an RFP to solicit vendor interest. I am very excited to announce that we will not only be reopening the 7th floor Cafeteria, but we will also be providing a Café that will be located on the 1st floor (east blue lobby). We are currently in the contracting stage with both vendors and we project that both services will be open by late August or early September 2019. The City will maintain responsibility for the utilities in these areas and general business services support. All other costs are the responsibility of the vendors.

Renovation of the common space in the Cafeteria will begin in the first part of July, and will provide an updated, bright, sleek, functional area for councilmembers, employees, and visitors to enjoy lunch and even hold small informal meetings and special events.

The Cafeteria will provide a full-service breakfast and lunch that will include healthy option selections. The Café will be set up as a “grab and go” that will have prepared breakfast and lunch options, as well as, coffee selections and other items will be purchased from small businesses in our community to continue efforts to promote capacity building and growth of local firms.

With the new food options available within City Hall, the Food Trucks on the Plaza pilot program will be scaled down based on availability and interest of food truck vendors.

We will provide additional information on grand opening as we get closer to the August timeframe.

Feel free to contact me or Kimberly Bizer Tolbert, Chief of Staff if you have any questions or should you require additional information at this time



T. C. Broadnax
City Manager

c: Chris Caso, City Attorney (Interim)
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizer Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
Jon Fortune, Assistant City Manager

Joey Zapata, Assistant City Manager
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Officer
Michael Mendoza, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
Laila Alequresh, Chief Innovation Officer
Liz Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors