

# Memorandum



CITY OF DALLAS

DATE December 3, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **December 8, 2021 City Council Agenda Item #71- Five-year Professional Services Contract for Professional Engineering**

In our commitment to the spirit of **One Dallas**, the City has been working diligently towards identifying and executing strategies across multiple departments to share knowledge and address opportunities in expediting public and private development. This initiative aligns with the City Manager's Top 2021 Goals within the Economic Development Strategies to procure a third-party plan review service to enhance review of certain permits. As part of these efforts, the departments of Development Services, Dallas Water Utilities, Public Works, and Transportation collectively solicited third-party professional services to provide expedited delivery of permits and critical infrastructure improvements.

This requested action authorizes a five-year professional services contract for professional engineering, subsurface utilities engineering and survey services related to private development and public improvement projects. This contract does not encumber any funds and provides flexibility to all participating departments to outsource plan reviews, perform due diligence for complex private and public infrastructure improvements, properly locate and delineate right of way, and initiate and permit public health and safety infrastructure such as fire alarms, traffic signals, drainage, water, and wastewater.

This contract requires that all reviewers:

- Be licensed by the appropriate state and federal oversight board (i.e. National Transit Safety Board, Certified Floodplain Manager, Professional Engineer).
- Have access to and are able to proficiently utilize the electronic plan submittal portal for communication and documentation with the submitter.
- Have a thorough understanding of and can effectively communicate the Dallas Development and Building Codes.
- Provide, on average, 7-10 day review comments to the submitter for each submittal which reduces current review comments by approximately 40%.
- Provide limited professional training to City staff to enhance performance through knowledge and work processes.

While other opportunities to address more expedient work processes are underway, this contract provides an avenue to work with our development community to leverage public and private infrastructure in a way that increases our overall quality of life and economic prosperity. The Departments will continue to work collaboratively with internal and external stakeholders to identify further opportunities to continue improvements within public and private development. We look forward to utilizing this contract, subject to approval, and are confident that this tool includes opportunities to mitigate risks

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associated with construction which greatly helps in improving safety and reduces city's exposure to projects delay liability.

Please contact my office if you have any questions.



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



Dr. Eric A. Johnson  
Chief of Economic Development and Neighborhood Services

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors