

Memorandum



CITY OF DALLAS

DATE January 22, 2021

Honorable Members of the Government Performance & Financial Management
TO Committee: Cara Mendelsohn (Chair), Jennifer S. Gates (Vice Chair), Adam Bazaldua,
Adam McGough, Casey Thomas

SUBJECT **Update on CDBG Nonprofit Public Facilities and Improvements**

In April 2020, the City Council approved the FY 2020-21 Community Development Block Grant (CDBG) budget totaling \$15.6 million, including an allocation of \$2.8 million for the Public Facilities and Improvements Program. From this amount, we set aside \$750,000 for nonprofit organizations to complete public facility and improvement projects.

As a reminder, City policy limits the amount allocated to this category each year to no more than five percent of the annual CDBG grant. Additionally, City Council established criteria for nonprofits to receive funds including:

- Minimum of six years of experience providing an eligible service
- Five years of financial information
- 25 percent match requirement
- Lien placed on real property to secure compliance throughout the performance period

All other federal regulations for construction projects are also applicable, including environmental review, federal labor standards/Davis-Bacon requirements, procurement standards, and suspension/debarment. Federal regulations also require the agency to provide an eligible service for at least five years after the project is completed.

Prior to issuing a formal solicitation, Budget and Management Services (BMS) issued a Request for Information (RFI) via Bonfire to assess needs and develop specifications that best use CDBG funds to address them. The City conducted extensive outreach to 6,971 individuals and organizations—65 took documents and seven submitted responses. BMS then issued a Request for Competitive Sealed Proposals (RFCSP) via Bonfire, reaching 9,209 individuals and organizations. Ultimately, 74 took documents and four organizations submitted applications.

The table below provides the timeline for awarding these funds.

Date	Action
July 30-August 6	RFI posted via Bonfire
September 3-October 8	<ul style="list-style-type: none">• RFCSP posted on City's website• Weekly posts via social media
September 3 and 10	RFCSP Advertised in the <i>Dallas Morning News</i>

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Date	Action
September 9	Follow-up email sent directly to nonprofits
September 15	Pre-proposal meeting
October 8	Applications due
October 23	Application scoring complete
November 10	Recommendations to Procurement Services
December 3	Recommendations to the Community Development Commission
January 25	Recommendations to the Government Performance & Financial Management Committee
January 27	Agenda item scheduled for City Council consideration

The table below outlines the responses we received and our recommendation to fund projects proposed by Catholic Charities of Dallas, Inc. and CitySquare. Funding will become available upon HUD's approval of the environmental review and execution of the contract.

Nonprofit	Proposed Activity	Score	Amount Requested	Amount Recommended
CitySquare	Construction of the Community Classroom as part of the restoration and renovation of the historic Forest Theater, transforming the abandoned theater and adjacent spaces to serve the community through the arts	83.0	\$500,000	\$500,000
Catholic Charities of Dallas, Inc.	Rehabilitative projects at the Marillac Community Center and conversion of other space into housing and common areas for independent living	78.4	\$179,588	\$179,588
Shared Housing Center, Inc.	Rehabilitation and restoration of emergency shelter second floor kitchen, living room, and two bedrooms that burned this past summer	70.2	\$375,000	\$0
TeCo Theatrical Productions, Inc.	Replacement and renovation of the roofing structure, HVAC system rehabilitation, water intrusion renovation, and lighting replacement	67.2	\$250,000	\$0
Total Requested/Recommended			\$1,304,588	\$679,588
			Total Available	\$750,000

Each nonprofit contracted under this RFCSP will be expected to perform only the eligible public facility/improvement activities related to the CDBG program such as acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements.

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If you have any questions or concerns, please contact Chan Williams, Assistant Director of Budget and Management Services.



M. Elizabeth Reich
Chief Financial Officer

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Chris Caso, City Attorney
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
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors