

Memorandum



CITY OF DALLAS

DATE September 30, 2022

TO Honorable Mayor and Members of the City Council

SUBJECT **Stemmons Building Update**

Background

On August 10, 2022, the City Council authorized the acquisition of a commercial building and parking garage, located at 7800 N. Stemmons Freeway, to primarily serve as a new Development Services permitting office. Referred to as Stemmons Building, the building acquisition was for an amount not to exceed \$14,165,000.00. Following the City Council authorization for acquisition, staff completed the closing of this transaction, and the City took possession of the Stemmons Building on September 23, 2022. This is aligned with the City Manager's R.E.A.L Impact: 100-Day Plan that the City will acquire a new facility for Development Services to implement a "one-stop shop" experience for builders, developers, and residents.

As part of the transfer of property ownership of the Stemmons Building, the City assumed existing leases of tenants within the property. During the transition process, staff will continue to work with the existing tenants while office space is planned and prepared for City staff.

Next Steps

The City Project Team is finalizing details of Phase I of the transition plan, which entails space planning and office preparation to move the Development Services Department (DSD) and other supporting departments currently housed at the Oak Cliff Municipal Center (OCMC). Phase I of the transition plan is anticipated to be completed in the early part of the second quarter of Fiscal Year (FY) 2023 and departmental employees are expected to move to the Stemmons Building in mid-FY 2023.

During the Phase I renovations, the City Project Team will begin developing plans for Phase II modifications depending upon space made available through the termination of existing tenant leases. While departments and employees currently housed at OCMC will be the priority teams transitioning to the Stemmons Building, City staff will evaluate what other departments or teams can occupy space in this building.

Tentative Project Schedule

Given the details provided for the next steps described above, staff anticipates Phase I will be underway between October 2022 and March 2023, and will complete the following:

- All necessary abatements,
- Finalize 1st, 2nd, 5th, and 9th floors planed layouts,
- Finalize mechanical, engineering, and plumbing plans (MEPs),
- Phase I office renovation work.

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While this memorandum has provided an overview of the background, next steps, and tentative project schedule of the Stemmons Building, should there be any additional questions, please contact Adriana Castaneda, Director of the Office of Bond and Construction Management, by email at adriana.castaneda@dallas.gov or by phone at 214-671-8450.



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Assistant City Manager

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Chris Caso, City Attorney
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Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
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Jon Fortune, Deputy City Manager

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert M. Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors