

Memorandum



CITY OF DALLAS

DATE November 3, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT **Joppa/Linfield Bridge Project Update**

Summary

At the City Council meeting on Wednesday, October 25, 2017, during discussion of Agenda Item #51, Councilmember Greyson asked if the Regional Transportation Council (RTC) approved funding for the Joppa/Linfield Bridge project. Staff's response that RTC had done so was incorrect – the project was removed from the RTC voting agenda because of neighborhood opposition.

Background

On October 12, 2017, the RTC approved an authorization of up to \$46.6 million in support of Dallas bond projects. Prior to this approval, the North Central Texas Council of Governments (NCTCOG) had initially recommended including \$6.6 million to fund the Linfield Bridge in the Joppa neighborhood (an \$8.2 million project). However, because of neighborhood opposition to replacing existing street-level neighborhood access with the Linfield Bridge, NCTCOG removed the project from its list of recommendations.

If this project is reconsidered in the future, it will be subject to RTC approval, as well as funding source identification and allocation.

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

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

c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Biliera 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

Memorandum



CITY OF DALLAS

DATE November 3, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT November 8, 2017 Agenda Item #18 – Correction Memo

Please note the correction to the November 8, 2017 Agenda Item #18. We have revised as follows “(minimum fee \$3.050)” in the Fiscal Information Section and Section 2 of the Resolution. Please see attached redlined AIS for full context.

Please contact my office at (214) 670-7804 if you have any questions.

A handwritten signature in blue ink that reads "M. Elizabeth Reich".

M. Elizabeth Reich
Chief Financial Officer

Attachment

c: 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 Bizzor 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
Jo M. (Jody) Puckett, Assistant City Manager
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

REVISED AGENDA ITEM # 18

**STRATEGIC
PRIORITY:**

Government Performance and Financial Management

AGENDA DATE:

November 8, 2017

COUNCIL DISTRICT(S):

All

DEPARTMENT:

Office of Procurement Services
Court & Detention Services

CMO:

Elizabeth Reich, 670-7804
Jon Fortune, 670-1204

MAPSCO:

N/A

SUBJECT

Authorize a four-year service contract, with one three-year renewal option, to provide payment substation and call center services for the payment of municipal court citations by defendants – Government Payment Service, Inc., most advantageous proposer of four - Financing: No cost consideration to the City (fees to be paid by the defendant)

BACKGROUND

This service contract will provide call center services and retail store outlets to accept municipal court citation payments. Defendants will have the option to call into a bilingual call center that operates 24/7, and submit a payment with a credit or debit card. If the defendant only has cash, then the call agent will send the defendant a pay order by email or text with a bar code than can be paid at a neighborhood retail outlet. The retail stores available for payment include: 7-Eleven, Family Dollar, CVS, and Ace Cash Express. There are 774 locations in the greater Dallas-Fort Worth area of which 240 are neighborhood locations in the City of Dallas for defendants to make cash payments. User fees associated with the payment transaction will be paid by the defendant. Anyone wishing to avoid user fees may still pay in person at the Municipal Court or send payment by mail.

Currently, over 40 percent of court transactions are handled online, however, there is a segment of the population that does not have easy access to online services. This service contract will provide more options for defendants to resolve their citations.

BACKGROUND (continued)

A seven member committee from the following departments reviewed and evaluated the qualifications:

- Court & Detention Services (2)
- Dallas Water Utilities (1)
- Management Services (1)
- Dallas Fire-Rescue (1)
- Office of Business Diversity (1)*
- Office of Procurement Services (1)*

*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development plan.

The committee selected the successful respondent on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30%
- Overall approach and methodology 30%
- Capability and expertise 25%
- Business Inclusion and Development Plan 15%

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out 253 email bid notifications to vendors registered under respective commodities. To further increase competition, the Office of Procurement Services uses historical solicitation information, the internet, and vendor contact information obtained from user departments to contact additional vendors by phone. Additionally, in an effort to secure more bids, the Office of Business Diversity's ResourceLINK Team sent notifications to 25 chambers of commerce, the DFW Minority Business Council, and the Women's Business Council – Southwest, to ensure maximum vendor outreach.

On November 10, 2015, City Council authorized the wage floor rate of \$10.37, by Resolution No. 15-2141; the selected vendor meets this requirement.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

The Public Safety and Criminal Justice Committee was briefed on this item as part of the Court Technology Improvements briefing on September 11, 2017.

The Government Performance & Financial Management Committee will receive this item for consideration on November 6, 2017.

FISCAL INFORMATION

No cost consideration to the City (fees to be paid by the defendant as follows: for cash payments at retail locations a defendant may be charged \$4.74 (for a cash payment up to \$995.00 with cash payments over \$995.00 requiring multiple transactions); and for call center card payment transactions a defendant may be charged \$3.85 for debit card transactions and 2.35 percent of the payment amount (minimum fee_\$3.~~85~~50) for credit card transactions.)

M/WBE INFORMATION

31 - Vendors contacted
31 - No response
0 - Response (Bid)
0 - Response (No bid)
0 - Successful

The recommended awardee has fulfilled the good faith requirements set forth in the Business Inclusion and Development (BID) Plan adopted by Council Resolution No. 08-2826 as amended.

PROPOSAL INFORMATION

The Office of Procurement Services received the following proposals from solicitation number BKZ1705. We opened them on April 7, 2017. We recommend the City Council award this service contract in its entirety to the most advantageous proposer.

*Denotes successful proposer

<u>Proposers</u>	<u>Address</u>	<u>Score</u>
*Government Payment Service, Inc.	7102 Lakeview Pkwy. West Drive Indianapolis, IN 46268	Group 1 - 87.45% Group 2 - 92.20%
NCourt, LLC	955A Cobb Place Blvd. N.W. Kennesaw, GA 30144	Group 1 - 82.80% Group 2 - 69.02%
The Payment Group, LLC	5151 Beltline Rd. Suite 505 Dallas, TX 75254	Group 1 - No bid Group 2 - 60.63%
MoneyGram International	2828 N. Harwood St. Dallas, TX 75201	Non-responsive**

**Moneygram International was deemed non-responsive due to not meeting the specifications.

OWNER

Government Payment Service, Inc.

Mark E. MacKenzie, President
Brian Kibble-Smith, Vice President

November 8, 2017

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager is hereby authorized to sign a service contract with Government Payment Service, Inc. (VS93947), approved as to form by the City Attorney, to provide payment substation and call center services for the payment of municipal court citations by defendants for a term of four years, with one three-year renewal option.

SECTION 2. That Government Payment Service, Inc. and subcontractors may charge the following convenience fees to defendants who elect to use the vendor's facilities for payment of municipal citations: for cash payments at retail locations a defendant may be charged \$4.74 (for a cash payment up to \$995.00 with cash payments over \$995.00 requiring multiple transactions); and for call center card payment transactions a defendant may be charged \$3.85 for debit card transactions and 2.35 percent of the payment amount (minimum fee \$3.~~05~~0) for credit card transactions.

SECTION 3. That the Chief Financial Officer is hereby authorized to deposit all funds received from Government Payment Service, Inc. to the appropriate department.

SECTION 4. That this contract is designated as Contract No. POM-2017-00003085.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.

Memorandum



CITY OF DALLAS

DATE November 3, 2017

TO Honorable Mayor and Members of the City Council

SUBJECT **November 8, 2017 Agenda Item #24 – Correction Memo**

Please note the following corrections to the November 8, 2017 Agenda Item #24:

SUBJECT

Authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International Inc. for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing public access from the adjacent Jack sStreet right-of-way through adjacent North Texas Tollway Authority (NTTA) owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of-way, contingent upon authorization and execution of a use agreement between the City and NTTA for the use of the participating NTTA property northern terminus of North Harwood Street - Financing: No cost consideration to the City

BACKGROUND

This action will authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International Inc. (Harwood) for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing public access from the Jack sStreet right-of-way through adjacent NTTA owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of way, contingent upon authorization and execution of a use agreement between the City and NTTA for the use of the participating NTTA property North Harwood Street (Exhibit A, attached to the Resolution).

The agreement will be subject to the following terms:

1. The term is for 20 years with one consecutive five-year renewal option.
2. Harwood at its own cost, is responsible for the development of the design, plans, and specifications for the improvements to be made to the park. Harwood will submit the design to the Park and Recreation Department for review and approval prior to commencement of construction.

DATE November 3, 2017
SUBJECT November 8, 2017 Agenda Item #24 – Correction Memo

BACKGROUND (continued)

3. Harwood at their own cost, is responsible for the maintenance and repair of the improvements during the term of the agreement.
4. Harwood will manage the design and construction through its own consultants and contractors and will be responsible for all permits and other approvals. All consultants and contractors are required to provide insurance that is consistent with what is required by City consultants and contractors.
5. Harwood agrees to allow the public access to the Katy Trail ~~from North Harwood Street.~~
6. The City of Dallas will retain the right to require Harwood to modify the improvements if and when necessary to maintain the public safety of the Katy Trail.

Resolution

WHEREAS, the City Charter provides for the Park and Recreation Board to grant contracts and agreements regarding improvements supporting within park facilities with such terms and conditions as it shall deem proper; and

WHEREAS, the North Texas Tollway Authority (NTTA) is the owner of a certain tract of land located at the intersection of McKinnon sStreet right-of-way and the Katy Trail (the “adjacent NTTA owned property”) which the City of Dallas is desirous to use as a pedestrian accessway to the Katy Trail; and

WHEREAS, the City of Dallas Park and Recreation Department (City) and Harwood International Inc. (Harwood), a Texas Corporation, desire to enter into a twenty-year development, operation, and maintenance agreement, with one five-year renewal option for the purpose of ~~development, operation, and maintenance of a portion of parkland at the Katy Trail located at North Harwood Street~~ developing and maintaining a pedestrian accessway and landscape improvements from Jack sStreet right-of-way through the adjacent NTTA owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of-way shown in Exhibit A; and

WHEREAS, the City of Dallas is currently seeking the necessary use authorization of the adjacent NTTA owned property to facilitate the pedestrian accessway to the Katy Trail; and

WHEREAS, the City desires to have Harwood develop, operate, and maintain a public pedestrian accessway and landscape improvements on the adjacent NTTA owned property and the participating portion of the Katy Trail parkland during the Term of the Agreement for use and enjoyment of all City of Dallas citizens.

DATE November 3, 2017
SUBJECT November 8, 2017 Agenda Item #24 -- Correction Memo

Now, Therefore,

BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That upon execution and authorization of a use agreement between the City and NTTA for the use of the adjacent NTTA owned property, the City Manager is hereby authorized to sign a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International, Inc., approved as to form by the City Attorney, for the development, operation, and maintenance of a portion of parkland at the Katy Trail.



Willis C. Winters, FAIA
Director
Park and Recreation Department

Attachments

c: Larry Caslo, City Attorney
T.C. Broadnax, City Manager
Craig D. Kinton, City Auditor
Biliera Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizar Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant 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

STRATEGIC PRIORITY: Quality of Life

AGENDA DATE: November 8, 2017

COUNCIL DISTRICT(S): 2

DEPARTMENT: Park & Recreation

CMO: Willis Winters, 670-4071

MAPSCO: 45A E

SUBJECT

Authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International Inc. for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing public access from ~~the adjacent Jack sStreet right-of-way through adjacent North Texas Tollway Authority (NTTA) owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of-way, contingent upon authorization and execution of a use agreement between the City and NTTA for the use of the participating NTTA property northern terminus of North Harwood Street~~ - Financing: No cost consideration to the City

BACKGROUND

This action will authorize a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International Inc. (Harwood) for the development, operation, and maintenance of a pedestrian sidewalk and landscape improvements for purposes of connecting to and providing public access from the Jack sStreet right-of-way through adjacent NTTA owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of way, contingent upon authorization and execution of a use agreement between the City and NTTA for the use of the participating NTTA property North Harwood Street (Exhibit A, attached to the Resolution).

The agreement will be subject to the following terms:

1. The term is for 20 years with one consecutive five-year renewal option.

BACKGROUND (continued)

2. Harwood at its own cost, is responsible for the development of the design, plans, and specifications for the improvements to be made to the park. Harwood will submit the design to the Park and Recreation Department for review and approval prior to commencement of construction.
3. Harwood at their own cost, is responsible for the maintenance and repair of the improvements during the term of the agreement.
4. Harwood will manage the design and construction through its own consultants and contractors and will be responsible for all permits and other approvals. All consultants and contractors are required to provide insurance that is consistent with what is required by City consultants and contractors.
5. Harwood agrees to allow the public access to the Katy Trail ~~from North Harwood Street.~~
6. The City of Dallas will retain the right to require Harwood to modify the improvements if and when necessary to maintain the public safety of the Katy Trail.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On September 7, 2017, the Park and Recreation Board authorized a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International Inc.

FISCAL INFORMATION

No cost consideration to the City.

MAP

Attached



August 3, 2017

Katy Trail Agreement—Harwood International
(northern terminus of North Harwood Street)

Mapsc
 45 A,E

District
 2

November 8, 2017

WHEREAS, the City Charter provides for the Park and Recreation Board to grant contracts and agreements regarding improvements supporting ~~within~~ park facilities with such terms and conditions as it shall deem proper; and

WHEREAS, the North Texas Tollway Authority (NTTA) is the owner of a certain tract of land located at the intersection of McKinnon sStreet right-of-way and the Katy Trail (the "adjacent NTTA owned property") which the City of Dallas is desirous to use as a pedestrian accessway to the Katy Trail; and

WHEREAS, the City of Dallas Park and Recreation Department (City) and Harwood International Inc. (Harwood), a Texas Corporation, desire to enter into a twenty-year development, operation, and maintenance agreement, with one five-year renewal option for the purpose of ~~development, operation, and maintenance of a portion of parkland at the Katy Trail located at North Harwood Street~~ developing and maintaining a pedestrian accessway and landscape improvements from Jack sStreet right-of-way through the adjacent NTTA owned property to that portion of the Katy Trail located at the intersection with McKinnon sStreet right-of-way shown in Exhibit A; and

WHEREAS, the City of Dallas is currently seeking the necessary use authorization of the adjacent NTTA owned property to facilitate the pedestrian accessway to the Katy Trail; and

WHEREAS, the City desires to have Harwood develop, operate, and maintain a public pedestrian accessway and landscape improvements on the adjacent NTTA owned property and the participating portion of the Katy Trail ~~parkland~~ during the Term of the Agreement for use and enjoyment of all City of Dallas citizens.

Now, Therefore,

BE IT RESOLVED BY THE PARK AND RECREATION BOARD AND THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That upon execution and authorization of a use agreement between the City and NTTA for the use of the adjacent NTTA owned property, the City Manager is hereby authorized to sign a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood International, Inc., approved as to form by the City Attorney, for the development, operation, and maintenance of a portion of parkland at the Katy Trail.

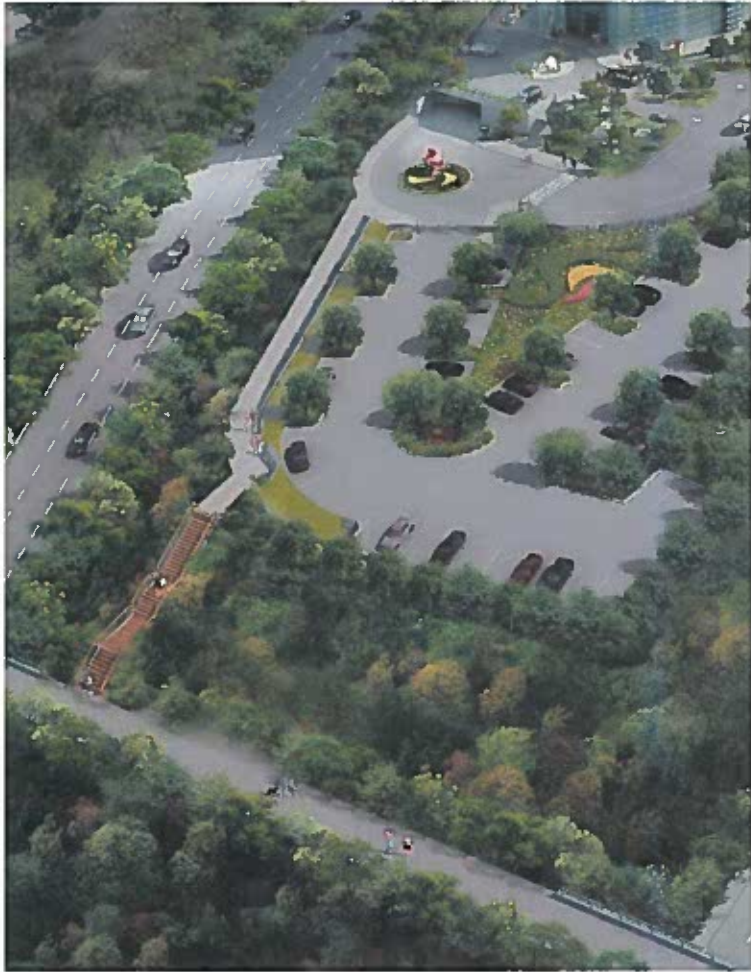
SECTION 2. That the President of the Park and Recreation Board and City Manager are hereby authorized to execute a twenty-year development, operation, and maintenance agreement, with one five-year renewal option, with Harwood, approved as to form by the City Attorney.

November 8, 2017

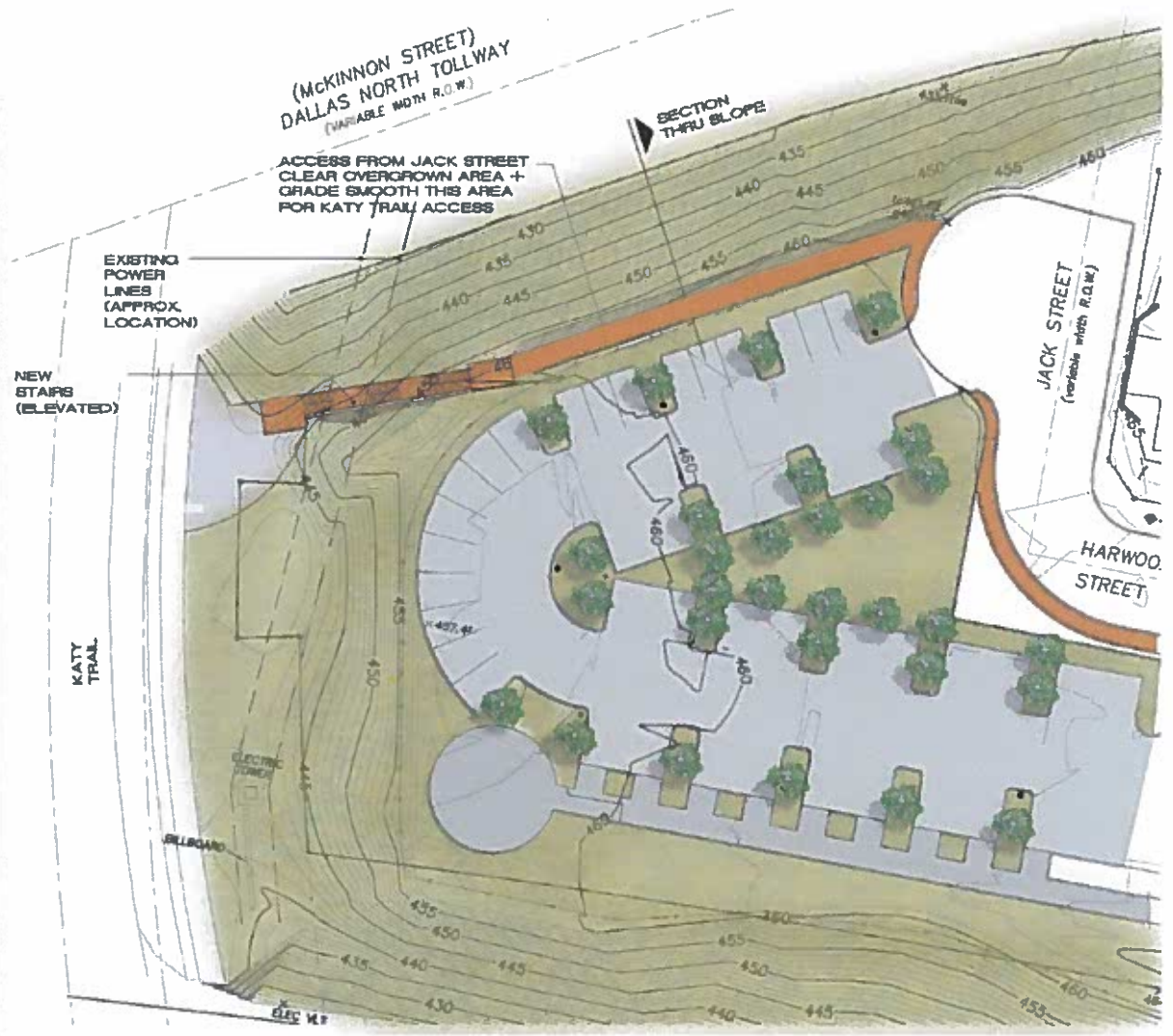
SECTION 3. That the duration of the agreement will be for a term of 20 years with one five-year renewal option.

SECTION 4. That this contract is designated as Contract No. PKR-2017-00002000.

SECTION 5. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.



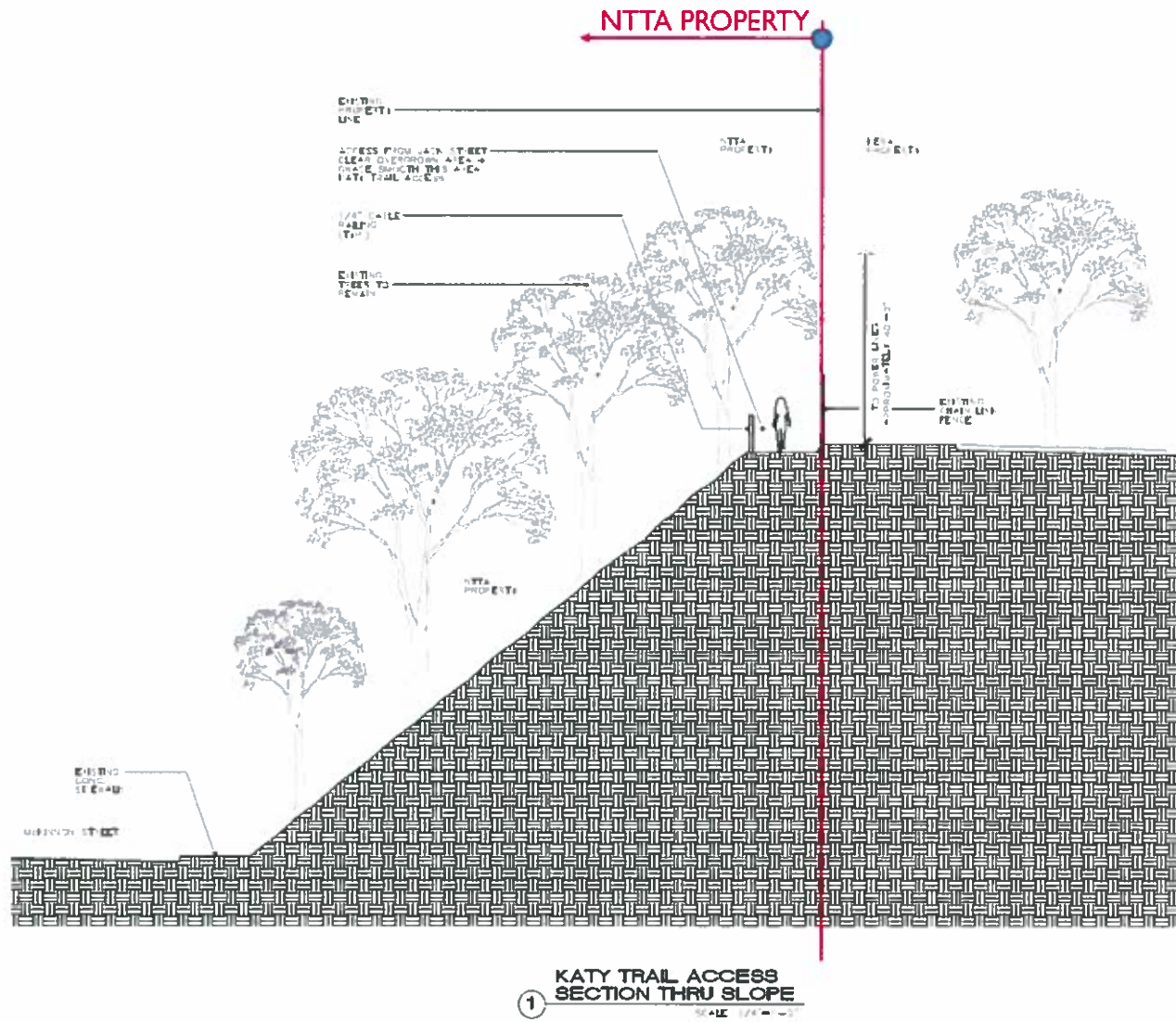
RENDERING



COLORED SITE PLAN

KATY TRAIL ACCESS | January 2017

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Memorandum



CITY OF DALLAS

DATE November 3, 2017

TO The Honorable Members of the Mobility Solutions, Infrastructure and Sustainability Committee: Lee M. Kleinman (Chair), Rickey D. Callahan (Vice-Chair), Sandy Greyson, Adam Medrano, Casey Thomas, II and Tennell Atkins

SUBJECT **November 8, 2017 Council Addendum Item #1 – Fifth Amendment to the Signature Flight Support Corporation Lease**

Because the Mobility Solutions, Infrastructure and Sustainability Committee will not meet again prior to the November 8, 2017 City Council meeting, we want to provide additional background information on an upcoming Addendum Item for your review.

Summary

Addendum Item #1 seeks Council approval to enter a fifth amendment to the Signature Flight Support Corporation Lease of Land and Facilities at Dallas Love Field ("Lease No. 2") to 1) maintain the City's relationship with a potential third-party tenant should the lessee terminate Lease No. 2 prior to its expiration and 2) take back a portion of the leased premises to support the City's parking needs.

Background

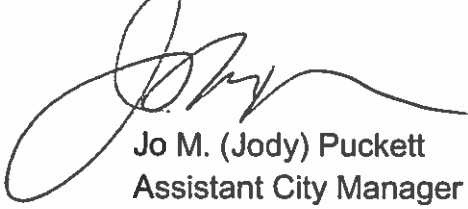
Lease No. 2 with Signature Flight Support Corporation ("Signature") covers 2,132,835 sq. ft. of land with improvements, including multiple hangars, aircraft ramp and office buildings/support facilities.

Signature is prepared to enter a sublease with a third-party tenant resulting in a capital investment of no less than \$7,000,000.00 on its leasehold. The improvements will include a new two-story 40,000 sq. ft. hangar with office space, conference rooms, a lounge, and vehicular parking. The City proposes amending Lease No. 2 to allow a subtenant who makes such a significant capital investment to maintain its operations at Dallas Love Field in the event Lease No. 2 is terminated prior to its expiration. The City also proposes permitting the lessee or sublessee to maintain title to the improvements it constructs on the leased premises until the lease is terminated or expires.

Additionally, the City's Department of Aviation administration building is located on City-controlled property adjacent to the Lease No. 2 premises. The City proposes taking back approximately 14,404 square feet of improved land from the Lease No. 2 premises to support the administration building's parking needs. This would yield approximately 50 additional parking spaces for the City of Dallas. In taking back the leased premises, the City will forgo about \$10,018.00 in revenue annually.

DATE November 3, 2017
SUBJECT Addendum Item #1 on November 8, 2017 – Fifth Amendment to the Signature Flight Support Corporation Lease

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



Jo M. (Jody) Puckett
Assistant City Manager (Interim)

c: Honorable Mayor and Members of the City Council
T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Biliera Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
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Raquel Favela, Chief of Economic Development & Neighborhood Services
Theresa O'Donnell, Chief of Resilience
Directors and Assistant Directors

Memorandum



DATE November 3, 2017
TO Honorable Mayor and Members of the City Council
SUBJECT **Graduation Ceremony for Dallas Police Recruit Class #355**

You are cordially invited to attend the graduation of Recruit Class #355 on Friday, November 17, 2017, at 2:00 p.m. The ceremony will be held at the Hall of State in Fair Park located on 3939 Grand Avenue, Dallas, Texas 75210.

At 2:00 p.m., you and stage participants will walk onto the stage to begin the ceremony. All attending City Council Members will be recognized at this time.

Please have your staff contact Sergeant Lisette Rivera, #7947 at (214) 670-4811 and/or by email at lisette.rivera@dpd.ci.dallas.tx.us to RSVP by Monday, November 13, 2017. Thank you for your participation.



Jon Fortune
Assistant City Manager

cc: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary (Interim)
Daniel F. Solis, Administrative Judge
Kimberly Bizar Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager

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